



FAIR WORK
AUSTRALIA

21 April 2010

Ms Jenny Savage
Finance Coordinator
National Tertiary Education Industry Union

email: jsavage@nteu.org.au

Dear Ms Savage

Re: Financial Reports for the National Tertiary Education Industry Union, RMIT University Branch for year ended 30 June 2008 – FR2008/432

I acknowledge receipt of the revised audit report for the National Tertiary Education Industry Union, RMIT University Branch for the year ended 30 June 2008. The audit report was lodged with Fair Work Australia on 9 July 2009 in response to correspondence of Fair Work Australia dated 9 July 2009. The correspondence also contained reference to the provision of revised 'Committee of Management statement' and 'Operating Report' which were received on 19 April 2010.

The financial report has been filed.

I appreciate for the financial year ended 30 June 2009 it is anticipated that, in accordance with the scheme of the organisation's rules, all financial affairs will be administered by the organisation (through its national office) and accounted for accordingly. None the less I draw your attention to a number of matters in the present report which, in the event the Branch was required to again prepare a financial report, it should take into account to achieve full compliance.

You are not required to take any further action in respect of the reports lodged.

Timescale Requirements

As you are aware, reporting units are required to undertake their financial reporting obligations in accordance with specified timelines. As the 2008 report has been completed, the relevant timelines are incapable of being remedied. However it should be noted that the timelines have not changed under the *Fair Work (Registered Organisations) Act 2009* (the Act) and the preparation and lodgment of future financial reports must occur within these timelines.

In particular, sections 253 and 254 of the Act require that a General Purpose Financial Report (GPFR) and an Operating Report be prepared as soon as practicable after the end of the financial year. Further, section 266 requires that the financial report be presented to a general meeting of members or a committee of management meeting within six months after the end of the financial year. In the absence of an extension of time for holding a general meeting [see section 265(5)] the latest possible date of lodgment with Fair Work Australia is six months and 14 days after the end of the financial year. I have attached a link to the document which sets out the timelines in diagrammatical form -

http://www.fwa.gov.au/documents/organisations/factsheets/RO_factsheet_9.pdf.

In future years the financial reports need to be prepared in sufficient time to enable presentation to a meeting within six months after the end of the financial year and lodged with Fair Work Australia no later than 14 days after that meeting.

References to Schedule 1B

The Designated Officer's Certificate and note 10 in the GPFR contain references to Schedule 1B of the *Workplace Relations Act 1996*. Such references should have been to Schedule 1 of the *Workplace Relations Act 1996*. Designated Officer's Certificates prepared after 1 July 2009 should refer to the *Fair Work (Registered Organisations) Act 2009*.

If you wish to discuss any of the matters referred to above I can be contacted on (03) 8661 7764.

Kind regards,

A handwritten signature in black ink, appearing to read 'Kevin Donnellan', with a long horizontal flourish extending to the right.

Kevin Donnellan
Tribunal Services and Organisations
Fair Work Australia

cc. Mr Neil Robertson, Secretary, National Tertiary Education Industry Union, RMIT University
Branch – neil.robertson@rmit.edu.au

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

**OPERATING REPORT
FOR THE YEAR ENDED 30 JUNE 2008**

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 Union's Financial Affairs

Other than the transfer of assets and liabilities to the NTEU Fund as detailed in Note 1 to the financial statements, no other 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 1,303 (2007 – 1,348).

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

**OPERATING REPORT
FOR THE YEAR ENDED 30 JUNE 2008 (Continued)**

Number of employees

The number of persons who were, at the end of the financial year, employees of the Branch was 0.9 employees 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 Union at the end of the financial year were:

President	Jeanette Pierce
Vice-Pres Academic	Kate Patrick
Vice-Pres General	Dave Kinder
Secretary	Neil Robinson
Academic Committee member	Martin Stebbing
General Staff Committee member	Lisa Thompson-Gordon
Committee members	Nicole McLaughlin
Committee members	Andrea Pasqualini
Committee members	Terry Scheikowski
Committee members	Kaye Hilliar
Committee members	Phillip Craig
Committee members	Phil Smith
Committee members	Daryl D'Souza
Committee member (Indigenous)	vacant

Changes in NTEU RMIT Branch Committee during financial year ended 30 June 2008

RESIGNATIONS

Karen Nankervis resigned in September 2007

Libby Tuckerman resigned in October 2007

Derek Henry resigned in December 2007

Jennifer Kingwell resigned in April 2008

APPOINTMENTS

Martin Stebbing was coopted as a Branch Committee member in February 2008

Nicole McLaughlin was coopted as a Branch Committee member in February 2008

Phillip Craig was coopted as a Branch Committee member in February 2008

Wrote this

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

OPERATING REPORT

FOR THE YEAR ENDED 30 JUNE 2008 (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.
- 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.

Name: KATE PATRICK
Title: Secretary, RMIT NTEU Branch
Signature: Kate Patrick
Date: 9.4.2010

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

COMMITTEE OF MANAGEMENT STATEMENT

FOR THE YEAR ENDED 30 JUNE 2008

On 28/5/2009 the Committee of Management of the National Tertiary Education Industry Union – RMIT University Branch passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30 June 2008:

The Committee of Management declares 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 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 the 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 the organisation including the rules of the Branch concerned; and
 - ii. the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a Branch concerned; and
 - iii. the financial records of the reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
 - iv. where the organisation consists of two or more reporting units, the financial records of the reporting unit have been kept as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and
 - v. the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar; and
 - vi. there has been compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.
- (f) during the financial year ended 30 June 2008, the Branch did not participate in any recovery of wages activity.

For Committee of Management:

Title: *RMIT Branch Secretary*

Signature: *Nate Payne*

Date: *9.4.2010*

DONNELLAN, Kevin

From: Kate Patrick [kate.patrick@rmit.edu.au]
Sent: Wednesday, 3 March 2010 10:50 AM
To: DONNELLAN, Kevin
Cc: NTEU; jsavage@nteu.org.au
Subject: Re: FR2008/432 - Financial year ended 30 June 2008

No, sorry, Kevin, we are still chasing a clean copy Hope to get back to you soon
cheers Kate

>>> "DONNELLAN, Kevin" <Kevin.Donnellan@fwa.gov.au> 03/03/2010 >>>
Dear Kate, have you had a chance to sign a copy of both documents Regards Kevin

-----Original Message-----

From: Kate Patrick [mailto:kate.patrick@rmit.edu.au]
Sent: Tuesday, 16 February 2010 9:47 AM
To: DONNELLAN, Kevin
Subject: RE: FR2008/432 - Financial year ended 30 June 2008

Okay, I'll get back to you
regards
Kate

>>> "DONNELLAN, Kevin" <Kevin.Donnellan@fwa.gov.au> 16/02/2010 >>>
Hello Kate, if you could sign a clean copy of both documents on Thursday that would be
fine. Kevin

-----Original Message-----

From: Kate Patrick [mailto:kate.patrick@rmit.edu.au]
Sent: Monday, 15 February 2010 5:37 PM
To: DONNELLAN, Kevin
Cc: NTEU
Subject: Re: FR2008/432 - Financial year ended 30 June 2008

hello Kevin

thanks for this

Will it be sufficient for me to countersign the document you have just sent me, and
fax it back to you?

if not, the branch office is closed for the first part of this week; I will try and
get back to you about this on Thursday

regards

Kate

>>> "DONNELLAN, Kevin" <Kevin.Donnellan@fwa.gov.au> 15/02/2010 >>>
Dear Kate, could you provide copies of the Operating Report and Committee of
Management statements signed by an officer of the Branch (I have attached copies of
the lodged documents signed by Jeanette Pierce dated 28 May 2009). Regards Kevin

-----Original Message-----

From: Kate Patrick [mailto:kate.patrick@rmit.edu.au]
Sent: Wednesday, 10 February 2010 10:32 AM
To: DONNELLAN, Kevin
Cc: NTEU; NTEU President
Subject: Re: Fwd: FR2008/432 - Financial year ended 30 June 2008

Hello Kevin

Just following up your request for info re changes in the Branch committee during the
financial year ended 30 June 2008:

I am appending a list of these changes.

Please advise if there is anything more you would like to know.

Best regards

Kate
Kate Patrick
Branch Secretary
NTEU RMIT Branch
tel 9925 2641 (w)

Changes in NTEU RMIT Branch Committee during financial year ended 30 June 2008

RESIGNATIONS

Karen Nankervis resigned in September 2007 Libby Tuckerman resigned in October 2007
Derek Henry resigned in December 2007 Jennifer Kingwell resigned in April 2008

APPOINTMENTS

Martin Stebbing was coopted as a Branch Committee member in February
2008
Nicole McLaughlin was coopted as a Branch Committee member in February
2008
Phillip Craig was coopted as a Branch Committee member in February 2008

>>> "DONNELLAN, Kevin" <Kevin.Donnellan@fwa.gov.au> 02/12/2009 >>>

Dear Kate, could you confirm that the list of office holders contained in the operating report, held office during the financial year ending 30 June 2008 or could you list any additional changes that occurred during that period. Also, could you sign the Operating Report and the Committee of Management Statement dated 28 May 2009, as I understand that you were declared the Secretary on 25 June 2008 and are a Designated Officer of the Branch.

Regards

KEVIN DONNELLAN

Tribunal Services and Organisations

Fair Work Australia

Tel: 03 8661 7764

Fax: 03 9655 0410

kevin.donnellan@fwa.gov.au

11 Exhibition St, Melbourne Victoria 3000

GPO Box 1994, Melbourne Victoria 3001

www.fwa.gov.au<<http://www.fwa.gov.au/>>

Please consider the impact to the environment and your responsibility before printing this email.

DONNELLAN, Kevin

From: Kate Patrick [kate.patrick@rmit.edu.au]
Sent: Tuesday, 9 February 2010 12:28 PM
To: DONNELLAN, Kevin
Subject: Re: FR2008/432 - Financial year ended 30 June 2008 - National Tertiary Education Industry Union, Royal Melbourne Institute of Technology Branch (on leave)

Sorry, Kevin, I just got back to work after 6 weeks off I am following up, should be able to get back to you tomorrow cheers Kate

>>> "DONNELLAN, Kevin" <Kevin.Donnellan@fwa.gov.au> 09/02/2010 >>>
Dear Kate, did you have any success with the previous matters raised:

" Dear Kate, could you confirm that the list of office holders contained in the operating report, held office during the financial year ending 30 June 2008 or could you list any additional changes that occurred during that period. Also, could you sign the Operating Report and the Committee of Management Statement dated 28 May 2009, as I understand that you were declared the Secretary on 25 June 2008 and are a Designated Officer of the Branch."

Regards Kevin

-----Original Message-----

From: Postmaster@ems.rmit.edu.au [mailto:Postmaster@ems.rmit.edu.au] On Behalf Of Kate Patrick
Sent: Wednesday, 13 January 2010 1:00 PM
To: DONNELLAN, Kevin
Subject: Re: FR2008/432 - Financial year ended 30 June 2008 - National Tertiary Education Industry Union, Royal Melbourne Institute of Technology Branch (on leave)

Hi
Thanks for your message. I'm away from RMIT till 8 February and I'll only be checking my email intermittently.
If it's an urgent quality issue, please contact Robyn Adams, robyn.adams@rmit.edu.au.
If it's an urgent personal matter, please write to me at katepatrickoz@gmail.com.
Otherwise I'll follow up when I come back to work.
all the best for the new year
cheers
Kate
>>> Kevin.Donnellan 01/13/10 12:59 >>>

Hello Kate, could you provide an update regarding the current progress of this report.
Regards Kevin

-----Original Message-----

From: DONNELLAN, Kevin
Sent: Monday, 14 December 2009 12:04 PM
To: 'Kate Patrick'
Subject: RE: FR2008/432 - Financial year ended 30 June 2008 - National Tertiary Education Industry Union, Royal Melbourne Institute of Technology Branch

Thanks Kate. Kevin

-----Original Message-----

From: Kate Patrick [mailto:kate.patrick@rmit.edu.au]
Sent: Monday, 14 December 2009 12:00 PM
To: DONNELLAN, Kevin
Cc: Jenny Savage
Subject: Re: FR2008/432 - Financial year ended 30 June 2008 - National Tertiary Education Industry Union, Royal Melbourne Institute of Technology Branch

Dear Kevin

as indicated in my email of 11 December (attached), I am following up the query re office holders and will get back to you.

In fact I spoke to our Branch Exec Officer today. She was about to leave the office for another campus but will be back later today and will check then.

Kate

>>> "DONNELLAN, Kevin" <Kevin.Donnellan@fwa.gov.au> 14/12/2009 >>>
Dear Kate, has there been any further progress in relation to the above report.
Regards Kevin

From: DONNELLAN, Kevin
Sent: Wednesday, 2 December 2009 5:41 PM
To: 'Kate Patrick'
Subject: FR2008/432 - Financial year ended 30 June 2008 - National Tertiary Education Industry Union, Royal Melbourne Institute of Technology Branch

Dear Kate, could you confirm that the list of office holders contained in the operating report, held office during the financial year ending 30 June 2008 or could you list any additional changes that occurred during that period. Also, could you sign the Operating Report and the Committee of Management Statement dated 28 May 2009, as I understand that you were declared the Secretary on 25 June 2008 and are a Designated Officer of the Branch.

Regards

KEVIN DONNELLAN

Tribunal Services and Organisations

Fair Work Australia

Tel: 03 8661 7764

Fax: 03 9655 0410

kevin.donnellan@fwa.gov.au

11 Exhibition St, Melbourne Victoria 3000

GPO Box 1994, Melbourne Victoria 3001

www.fwa.gov.au <<http://www.fwa.gov.au/>>

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DONNELLAN, Kevin

From: Kate Patrick [kate.patrick@rmit.edu.au]
Sent: Friday, 11 December 2009 9:45 AM
To: DONNELLAN, Kevin
Cc: Gracia Ho; jsavage@nteu.org.au
Subject: Re: FR2008/432 - Financial year ended 30 June 2008 - National Tertiary Education Industry Union, Royal Melbourne Institute of Technology Branch

Hello Kevin

I'm following up your query about the office holders - will get back to you shortly
regards

Kate

>>> "DONNELLAN, Kevin" <Kevin.Donnellan@fwa.gov.au> 02/12/2009 >>>
Dear Kate, could you confirm that the list of office holders contained in the operating report, held office during the financial year ending 30 June 2008 or could you list any additional changes that occurred during that period. Also, could you sign the Operating Report and the Committee of Management Statement dated 28 May 2009, as I understand that you were declared the Secretary on 25 June 2008 and are a Designated Officer of the Branch.

Regards

KEVIN DONNELLAN

Tribunal Services and Organisations

Fair Work Australia

Tel: 03 8661 7764

Fax: 03 9655 0410

kevin.donnellan@fwa.gov.au

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DONNELLAN, Kevin

From: Kate Patrick [kate.patrick@rmit.edu.au]
Sent: Friday, 27 November 2009 3:26 PM
To: DONNELLAN, Kevin
Cc: gho@nfeu.org.au
Subject: RE: FR2008/432 - Financial year ended 30 June 2008-NationalTertiaryEducation Industry Union, Royal MelbourneInstituteofTechnology Branch

Attachments: RMIT Branch 2008 Financials- Auditor signed certificate.pdf



RMIT Branch 2008
Financials- A...

Hello Kevin

yes, I have followed this up

I attach the pdf which I have received from the NTEU National Office which shows that I signed the documentation on 25 June 2009. This doc also includes a list of Branch Committee members.

I surmise that the original of this should have been provided to you back then.

Please advise!

regards

Kate

Kate Patrick
Secretary
NTEU RMIT Branch
kate.patrick@rmit.edu.au

>>> "DONNELLAN, Kevin" <Kevin.Donnellan@fwa.gov.au> 27/11/2009 >>>

Hello Kate, did you have a chance to discuss this matter with the Branch President.
Regards Kevin

-----Original Message-----

From: Kate Patrick [mailto:kate.patrick@rmit.edu.au]
Sent: Thursday, 12 November 2009 4:51 PM
To: DONNELLAN, Kevin
Cc: NTEU President
Subject: Re: FR2008/432 - Financial year ended 30 June 2008 -
NationalTertiaryEducation Industry Union, Royal Melbourne Institute ofTechnology
Branch

Thanks, Kevin

I thought this had all been dealt with.

I will confer with the current Branch President Neil Robinson and we will get back to you.

Kate

Kate Patrick
Secretary
NTEU RMIT Branch
tel (03) 9925 2641

>>> "DONNELLAN, Kevin" <Kevin.Donnellan@fwa.gov.au> 12/11/2009 >>>

Dear Kate, could you provide an update regarding the above report. I have enclosed emails sent to Jenny Savage of the National Office (currently on leave until early December). The outstanding matters are contained in the correspondence of 9 July 2009 under the titles "Committee of Management Statement and Operating Report" and "Operating

Report: list of members of the Committee of Management". If you require any further clarification I can be contacted on the number below.

Regards

KEVIN DONNELLAN

Tribunal Services and Organisations

Fair Work Australia

Tel: 03 8661 7764

Fax: 03 9655 0410

kevin.donnellan@fwa.gov.au

11 Exhibition St, Melbourne Victoria 3000

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DONNELLAN, Kevin

From: WILLIAMS, Margaret
Sent: Tuesday, 22 September 2009 10:09 AM
To: 'jsavage@nteu.org.au'
Subject: NTEU-RMIT - financial report for the year 2008

Hi Jenny

I refer to previous correspondence in this matter and to your telephone conversation with our Eve Anderson.

I understand that you advised Eve that you were arranging for a designated officer to sign the documents in order that they can be re-lodged.

I would be pleased if you could let me know if there has been any progress in this regard and when FWA is likely to receive the amended documentation.

I look forward to hearing from you.

Margaret.

Margaret Williams
Tribunal Services and Organisations

Fair Work Australia
11 Exhibition Street, Melbourne Victoria 3000
GPO Box 1994, Melbourne Victoria 3001

Tel. (03) 8661 7822
Fax: (03) 9655 0410
Email: margaret.williams@fwa.gov.au

DONNELLAN, Kevin

From: WILLIAMS, Margaret
Sent: Wednesday, 12 August 2009 3:23 PM
To: 'jsavage@nteu.org.au'
Cc: 'nteunat@nteu.org.au'; 'neil.robinson@rmit.edu.au'
Subject: financial report for the year 2008

Jenny

I refer to my letter to you of 9 July 2009 in which I requested further information concerning the Auditor's Opinion and the requirement for the Committee of Management Statement and the Operating Report to be signed by a designated officer.

I also requested a list of members of the Committee of Management in the Operating Report and the periods for which the offices were held.

I now look forward to receiving a reply to my letter.

Margaret Williams
Tribunal Services and Organisations

Fair Work Australia
11 Exhibition Street, Melbourne Victoria 3000
GPO Box 1994, Melbourne Victoria 3001

Tel. (03) 8661 7822
Fax: (03) 9655 0410
Email: margaret.williams@fwa.gov.au

DONNELLAN, Kevin

From: Jenny Savage [jsavage@nteu.org.au]
Sent: Thursday, 9 July 2009 11:19 AM
To: DONNELLAN, Kevin
Cc: Grahame McCulloch
Subject: RE: Audit Opinions for NTEU matters
Attachments: Auditors Opinion 2007-2008 corrected.pdf

Dear Kevin

I refer to your email below and attached the corrected documents.
regards

Jennifer Savage
National Finance Coordinator
National Tertiary Education Union
120 Clarendon Street
South Melbourne 3205
(PO Box 1323, South Melbourne 3205)
Work: 03 9254 1910 Fax 03 9254 1915
Email: jsavage@nteu.org.au



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From: DONNELLAN, Kevin [mailto:Kevin.Donnellan@fwa.gov.au]
Sent: Thursday, 2 July 2009 12:01 PM
To: Jenny Savage
Subject: Audit Opinions for NTEU matters

Dear Jennifer, as indicated, the Audit Reports recently lodged by you contain Audit Opinions which are cast in terms of "a true and fair view". This wording was appropriate prior to the legislative changes in 2003. The legislative prescription now requires an auditor opinion that the report is "presented fairly". As you would most likely be aware, the preferred wording is:

"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 the RAO Schedule of the Workplace Relations Act 1996."

The financial reports which contain the opinions are:

University of Sydney – FR2005/388, FR2006/309, FR2007/359 and FR2008/439
Adelaide University – FR2008/394
Edith Cowan University – FR2008/405
Griffith University – FR2008/410
La Trobe University – FR2008/415
Monash University – FR2008/419
University of New England – FR2008/422
RMIT University – FR2008/432
Swinburne University – FR2008/438
University of South Australia – FR2008/443
University of Western Sydney – FR2008/445
Victoria University – FR2008/447

Could you arrange for new Audit Opinions to be prepared by your Auditor and lodged as soon as possible. Could you also ensure that if there are any other opinions, which fall into the same category and are yet to be lodged with Fair Work Australia, that the opinions are in the manner indicated above.

Regards

KEVIN DONNELLAN
Tribunal Services and Organisations

Fair Work Australia
11 Exhibition St, Melbourne Victoria 3000
GPO Box 1994, Melbourne Victoria 3001

Telephone: (03) 8661 7764
International: (613) 8661 7764
Facsimile: (03) 9655 0410
Email: kevin.donnellan@fwa.gov.au

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INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF
NATIONAL TERTIARY EDUCATION INDUSTRY UNION
RMIT UNIVERSITY BRANCH

Level 5, 30 Collins Street
Melbourne Victoria 3000
TELEPHONE +61 3 9654 0100
FACSIMILE +61 3 9654 0122
www.dfkcollins.com.au

Scope

The general purpose financial report and Executive Committee's responsibility

The general purpose financial report comprises the income statement, balance sheet, cash flow statement, statement of recognised income and expense, accompanying notes to the financial statements, and the committee of management statement of the National Tertiary Education Industry Union – RMIT University Branch for the year ended 30 June 2008.

The Committee of the Union is responsible for the preparation 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 frauds 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 Union. 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 misstatements. The nature of an audit is influenced by factors such as the use of professional judgment, selective testing, the inherent limitation 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 Accounting Standards and other mandatory financial reporting requirements in Australia and the Workplace Relations Act 1996, a view which is consistent with our understanding of the Union's financial position, and of its performance as represented by the results of its operations and the cash flows.

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

- 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 executive Committee.

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

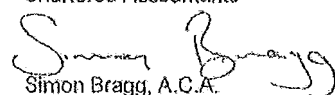
Independence

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

Audit Opinion

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 the RAO Schedule of the Workplace Relations Act 1996.


DFK Collins
Chartered Accountants


Simon Bragg, A.C.A.
Partner
Registered Company Auditor, Registration Number: 291536

Melbourne
Date: 8 July 2009





Fair Work Australia

9 July 2009

Ms Jenny Savage
National Finance Coordinator, National Tertiary Education Industry Union
By email: jsavage@nteu.org.au

cc: Grahame McCulloch
General Secretary, National Tertiary Education Industry Union
PO Box 1323
South Melbourne VIC 3205
By email: nteunat@nteu.org.au

cc: Neil Robinson
President, National Tertiary Education Industry Union RMIT Branch
By email: neil.robinson@rmit.edu.au

Dear Ms Savage

Re: Financial report of the NTEU RMIT branch for the financial year ended 30 June 2008 (FR2008/432)

I acknowledge receipt of the financial report of the RMIT Branch of the National Tertiary Education Industry Union for the financial year ended 30 June 2008. The documents were lodged in the Industrial Registry on 30 June 2009.

I have examined the financial reports and two matters need to be addressed before the reports can be filed.

Auditor's Opinion

As advised in the email from Kevin Donnellan of this office, sent 2 July 2009, section 257(5) of the RAO Schedule required the auditor to express an opinion as to whether the reports are presented fairly. As advised, new audit reports need to be prepared and lodged.

This requirement has not changed under the *Fair Work (Registered Organisations) Act 2009* (RO Act) and in future years auditors are required to express an opinion as to whether the reports have been presented fairly.

Committee of Management Statement and Operating Report

Item 26 of the Reporting Guidelines require the committee of management statement to be signed by a designated officer. Section 243 of the RAO Schedule prescribed a designated officer as a person who, under the rules of the organisation, is responsible for undertaking the functions necessary to comply with the financial reporting requirements.

I note that the Committee of Management Statement and the Operating Report were signed on the 28 May 2009 by Ms Jeanette Pierce. However, according to our records, Ms Pierce was not a designated officer at that time. Please provide a Committee of Management Statement and an Operating Report signed by an officer who is esignated to sign and who was a member of the committee at the time of the Committee of Management resolution.

Operating Report: list of members of the Committee of Management

Regulation 159 of the RAO Schedule to the WR Act required that the Operating Report provide the name of each person who was a member of the Committee of Management at any time during the reporting period, and the period for which he or she held office.

I note that the Operating Report discloses the names of the committee members at the end of the financial year, but does not disclose the names of other committee members elected or appointed during the financial year nor the periods for which the offices were held. Please provide the name of each person who was a member of the Committee of Management of the RMIT branch of the NTEU at any time during the financial year and identify for each person the period for which he or she held office.

If you have any queries, I can be contacted on 03 8661 7822 or by email on:
margaret.williams@fwa.gov.au

Yours sincerely



Margaret Williams
Tribunal Services and Organisations
Fair Work Australia

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

***Financial Statements for the year ended
30 June 2008***

Certificate of Secretary or other Authorised Officer

S268 of Schedule 1B Workplace Relations Act 1996

I Kate Patrick being Secretary of the RMIT University BRANCH certify:

- That the documents lodged herewith are copies of the full report, referred to in s268 of the RAO Schedule ; and
- That the full report, was provided to members on 3rd June 2009; and
- That the full report was presented to a General Meeting Of Members of the reporting unit on 25th June 2009; in accordance with section 266 of the RAO Schedule.

Signature

Kate Patrick

Date 25 June 2009

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

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2008

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

**OPERATING REPORT
FOR THE YEAR ENDED 30 JUNE 2008**

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 Union's Financial Affairs

Other than the transfer of assets and liabilities to the NTEU Fund as detailed in Note 1 to the financial statements, no other 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 1,303 (2007 – 1,348).

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

OPERATING REPORT

FOR THE YEAR ENDED 30 JUNE 2008 (Continued)

Number of employees

The number of persons who were, at the end of the financial year, employees of the Branch was 0.9 employees 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 Union at the end of the financial year were:

President	Jeanette Pierce
Vice-Pres Academic	Kate Patrick
Vice-Pres General	Dave Kinder
Secretary	Neil Robinson
Academic Committee member	Martin Stebbing
General Staff Committee member	Lisa Thompson-Gordon
Committee members	Nicole McLaughlin
Committee members	Andrea Pasqualini
Committee members	Terry Scheikowski
Committee members	Kaye Hilliar
Committee members	Phillip Craig
Committee members	Phil Smith
Committee members	Daryl D'Souza
Committee member (Indigenous)	vacant

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

**OPERATING REPORT
FOR THE YEAR ENDED 30 JUNE 2008 (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.
- 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.

Name: Jeanette Pierce

Title: President

Signature: 

Date: 24/5/2009

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

COMMITTEE OF MANAGEMENT STATEMENT

FOR THE YEAR ENDED 30 JUNE 2008

On 28/5/2009 the Committee of Management of the National Tertiary Education Industry Union – RMIT University Branch passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30 June 2008:

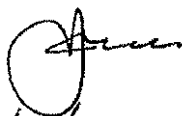
The Committee of Management declares in relation to the GPFR that in its opinion:

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements 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 the 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 the organisation including the rules of the Branch concerned; and
 - ii. the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a Branch concerned; and
 - iii. the financial records of the reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
 - iv. where the organisation consists of two or more reporting units, the financial records of the reporting unit have been kept as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and
 - v. the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar; and
 - vi. there has been compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.
- (f) during the financial year ended 30 June 2008, the Branch did not participate in any recovery of wages activity.

For Committee of Management: Jeanette Pierce

Title: President

Signature:



Date: 28/5/2009

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

INCOME STATEMENT

FOR THE YEAR ENDED 30 JUNE 2008

	NOTE	2008 \$	2007 \$
Revenue from ordinary activities:			
Subscriptions	2	128,388	126,516
Other	2	<u>7,668</u>	<u>12,346</u>
Total revenue from ordinary activities		<u>136,056</u>	<u>138,862</u>
Expenses from ordinary activities:			
Accountancy & audit fees		60	3,210
Bank charges		64	172
Casual labor - employees		-	2,682
Conferences		663	442
Donations		-	36
Employee entitlements accruals		13,086	(5,508)
Depreciation		3,441	2,569
Equipment maintenance		-	399
Insurance		540	661
Meeting expenses		27	52
Membership and delegate functions		-	2,897
Occupancy expenses		2,622	-
Office costs		591	22
Payroll tax		345	2,457
Postage		591	657
Presidents time release		37,474	104,000
Printing		-	4,504
Professional services		14	105
Publications		-	191
Recruitment drive		54	893
Rent		12,485	11,394
Salaries & wages - employees		8,137	43,599
Software		-	140
Staff amenities		336	897
Special projects - Campaigns		362	280
Stationery & supplies		7,122	1,221
Superannuation		488	4,977
Sundry expenses		729	-
Telephones & fax		3,288	5,061
Training & staff development		452	1,061
Travel		2,001	1,811
Vehicle allowances		25	26
Workcover		339	283
Transfer of assets to NTEU Fund		<u>193,739</u>	<u>-</u>
Total expenses from ordinary activities		<u>289,075</u>	<u>191,191</u>
Net operating (deficit)		<u>(153,019)</u>	<u>(52,329)</u>

The accompanying notes form part of these financial statements.

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

BALANCE SHEET

FOR THE YEAR ENDED 30 JUNE 2008

	NOTE	2008 \$	2007 \$
CURRENT ASSETS			
Cash assets	3	-	196,918
TOTAL CURRENT ASSETS		-	196,918
NON CURRENT ASSETS			
Property, plant & equipment	4	-	3,415
TOTAL NON CURRENT ASSETS		-	3,415
TOTAL ASSETS		-	200,333
CURRENT LIABILITIES			
Payables	5	-	47,314
TOTAL CURRENT LIABILITIES		-	47,314
TOTAL LIABILITIES		-	47,314
NET ASSETS		-	153,019
EQUITY			
Accumulated surplus	6	-	153,019
TOTAL EQUITY		-	153,019

The accompanying notes form part of these financial statements.

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

STATEMENT OF RECOGNISED INCOME AND EXPENSE

FOR THE YEAR ENDED 30 JUNE 2008

	NOTE	2008 \$	2007 \$
RETAINED EARNINGS			
Balance at start of the period		153,019	205,348
(Deficit) for the period		<u>(153,019)</u>	<u>(52,329)</u>
Balance at end of period	6	<u>-</u>	<u>153,019</u>

The accompanying notes form part of these financial statements.

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

CASH FLOW STATEMENT

FOR THE YEAR ENDED 30 JUNE 2008

	NOTE	2008 \$	2007 \$
Cash flows from operating activities			
Receipts			
Receipts from members		128,388	127,253
Interest received		7,668	12,346
		<u> </u>	<u> </u>
Payments			
Cash payments in the course of operations		(332,974)	(150,990)
		<u> </u>	<u> </u>
Net cash flows from operating activities	7	<u>(196,918)</u>	<u>(11,391)</u>
Net (decrease) in cash held		(196,918)	(11,391)
Cash at the beginning of the financial year		196,918	208,309
		<u> </u>	<u> </u>
Cash at the end of the financial year	3	<u> </u>	<u>196,918</u>

The accompanying notes form part of these financial statements.

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

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2008

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards including Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board and the Workplace Relations Act 1996.

Basis of Preparation

The financial report has been prepared on an accruals basis and is based on historical costs. It 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 Branch in the preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

(a) Revenue Recognition

(i) Membership Capitation Fee

The dues are collected by the Union and remitted to the Branch by the middle of the month after they fall due and at this point recognised in the Branch's accounts.

(ii) Other Revenue

Other revenue comprises revenue earned from the provision of products or services and interest on monies deposited. These revenues are recognised when the goods or services are provided, or when the fee in respect of services provided is receivable.

(b) Property, Plant & Equipment

Property, plant and equipment are recorded at cost. Depreciation of property, plant, and equipment is calculated on the straight-line basis in order to write the assets off over their estimated useful lives.

(c) Allowance for Doubtful Debts

Allowance for doubtful debts is recognised when collection of trade debtors in full is no longer probable. Collectability of overdue accounts is assessed on an ongoing basis.

(d) Investments

Investments in unlisted companies and unit trusts are carried at the lower of cost and recoverable amount. Loans relating to the investments are offset against the carrying value of the investment to represent the Union's net interest in the investment.

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

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2008

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

(e) Impairment of Assets

At each reporting date, the Branch reviews the carrying values of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the assets fair value less costs to sell and value-in-use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable value is expensed to the income statement.

Where it is not possible to estimate the recoverable amount of an individual asset, the Branch estimates the recoverable amount of the cash generating unit to which the asset belongs.

(f) Income Tax

No provision for Income Tax is necessary as "Trade Unions" are exempt from income tax under Section 50-15 of the Income tax Assessment Act.

(g) Cash Flows

For the purpose of the cash flow statement, cash includes cash on hand and held at call with banks, net of bank overdrafts.

(h) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Tax Office (ATO). In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense.

Receivables and payables are stated with the amount of GST included.

(i) Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not the legal ownership, are transferred to the association are classified as finance leases.

Finance leases are capitalised by recording an asset and a liability at the lower of the amount equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leased assets are depreciated on a straight-line basis over their estimated useful lives where it is likely that the association will obtain ownership of the asset or ownership over the term of the lease.

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.

Lease incentives under operating leases are recognised as a liability and amortised on a straight-line basis over the life of the lease term.

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

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2008

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

(j) Financial Instruments

Financial Assets

Term deposits (Note 3)

Term deposits are valued at cost. Interest is recognised as it accrues. Total weighted average interest rate at balance date was nil (2007:6.27%).

Financial Liabilities

Payables (Note 5)

Liabilities are recognised for amounts to be paid in the future for goods or services received as at balance date, whether or not invoices have been received. Payables are unsecured, not subject to interest charges and are normally settled within 30 days of invoice receipt.

(k) Allocation of Current and Non-Current

An Asset or a Liability shall be classified as current when it satisfies any of the following criteria:

- (a) it is expected to be settled in the entity's normal operating cycle;
- (b) it is held primarily for the purpose of being traded;
- (c) it is due to be settled within twelve months after the reporting date; or
- (d) the entity does not have an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

All other assets and liabilities shall be classified as non current.

(m) Economic Dependency

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

(n) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at-call with banks, other short-term highly liquid investments and bank overdrafts. Bank overdrafts are shown as part of cash and cash equivalents and reduce the amount shown as cash at bank.

(o) Transfer of net assets to NTEU Fund

At 30 June 2008 all assets and liabilities of NTEU branches and divisions were transferred to the NTEU Fund, in accordance with Schedule G of the registered rules. The transfer is a non-reciprocal transfer and has been accounted for as a contribution in accordance with AASB 1004 Contributions.

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

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2008

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

(p) New accounting standards and interpretations

Certain new Accounting Standards and interpretations have been published that are not mandatory for the 30 June 2008 reporting year. The entity has not, and does not intend to, adopt the following Standards early:

- Revised AASB 101 'Presentation of Financial Statements', AASB 2007-8 'Amendments to Australian Accounting Standards arising from AASB 101' and AASB 2007-10 'Further Amendments to Australian Accounting Standards arising from AASB 101' which are applicable to financial periods commencing on or after 1 January 2009. These changes will impact the presentation of the Financial Report but are not expected to impact the values disclosed.

In addition to those Accounting Standards listed above, the AASB has also released a number of other Accounting Standards and Australian Interpretations. The application of these Accounting Standards and Australian Interpretations are not applicable to the entity. Consequently, they have not been specifically identified above.

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

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2008

	2008	2007
	\$	\$
2. REVENUE FROM ORDINARY ACTIVITIES		
Subscriptions		
Member subscriptions	128,388	126,516
Total revenue from subscriptions	<u>128,388</u>	<u>126,516</u>
Other revenue		
Interest received	7,668	12,346
Total other revenue	<u>7,668</u>	<u>12,346</u>
Total revenue from operating activities	<u><u>136,056</u></u>	<u><u>138,862</u></u>
3. CASH ASSETS		
Cash at bank – Commonwealth	-	44,502
Term deposits - Esanda	-	152,416
	<u>-</u>	<u>196,918</u>
4. PROPERTY, PLANT & EQUIPMENT		
Plant & equipment	-	24,575
Less: accumulated depreciation	-	(21,160)
	<u>-</u>	<u>3,415</u>
5. PAYABLES		
Trade creditors and accruals	-	47,314
	<u>-</u>	<u>47,314</u>

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

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2008

	2008	2007
	\$	\$
6. ACCUMULATED SURPLUS		
Accumulated surplus at the beginning of the financial year	153,019	205,348
Net operating (deficit) for the year	<u>(153,019)</u>	<u>(52,329)</u>
Accumulated surplus at the end of the financial year	<u>-</u>	<u>153,019</u>
 7. CASH FLOW INFORMATION		
Reconciliation of net operating (deficit) to net cash flows from operating activities:		
Net operating (deficit)	(153,019)	(52,329)
Non-cash flows in operating activities:		
Depreciation	3,441	2,569
Transfer out of fixed assets	<u>(26)</u>	<u>-</u>
Changes in assets and liabilities:		
(Increase) / decrease in receivables	-	736
(Increase) / decrease in employee provisions	-	(5,508)
Increase / (decrease) in payables	<u>(47,314)</u>	<u>43,141</u>
Net cash flows from operating activities	<u>(196,918)</u>	<u>(11,391)</u>

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

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2008**

8. FINANCIAL INSTRUMENTS

(a) Significant accounting policies

Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement, and the basis on which income and expenses are recognised, with respect to each class of financial asset, financial liability and equity instrument are disclosed in Note 1 to the financial statements.

(b) Categorisation of financial instruments

Financial assets	Note	Category	Carrying amount 2008	Carrying amount 2007
Cash Assets	3	N/A	-	196,918
Financial liabilities				
Payables	5	Financial liabilities measured at amortised cost	-	47,314

(c) Credit risk

Credit risk represents the loss that would be recognised if counterparties failed to perform as contracted. The Branch's maximum exposure to credit risk at balance date in relation to each class of recognised financial asset is represented by the carrying amount of those assets as indicated in the balance sheet.

Financial assets that are either past due or impaired

Currently the Branch does not hold any collateral as security nor credit enhancements relating to any of its financial assets.

As at the reporting date, there is no event to indicate that any of the financial assets are impaired.

There are no financial assets that have had their terms renegotiated so as to prevent them from being past due or impaired, and they are stated at the carrying amounts as indicated. The following table discloses the ageing only of financial assets that are past due but not impaired.

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

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2008**

8. FINANCIAL INSTRUMENTS (continued)

Interest rate exposure and ageing analysis of financial assets									
	Weighted average effective interest rate	Carrying amount	Interest rate exposure			Past due by			
			Fixed interest rate	Variable interest rate	Non- interest bearing	Less than 1 Month	1-3 months	3 months – 1 year	1-5 years
2008	%								
Cash assets	6.27	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-
2007									
Cash assets	6.27	196,918	-	196,918	-	-	-	-	-
		196,918	-	196,918	-	-	-	-	-

(d) Liquidity risk

Liquidity risk arises when the Branch is unable to meet its financial obligations as they fall due. The Branch operates under the policy of settling financial obligations within 30 days and in the event of a dispute, make payments within 30 days from the date of resolution. It also continuously manages risk through monitoring future cash flows and maturities planning to ensure adequate holding of high quality liquid assets and dealing in highly liquid markets. The Branch's exposure to liquidity risk is deemed insignificant based on prior periods' data and current assessment of risk. Maximum exposure to liquidity risk is the carrying amounts of financial liabilities.

Interest rate exposure and maturity analysis of financial liabilities									
	Weighted average effective interest rate	Nominal amount	Interest rate exposure			Maturity dates			
			Fixed interest rate	Variable interest rate	Non- interest bearing	Less than 1 month	1-3 months	3 months – 1 year	1-5 years
2008	%								
Payables	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-
2007									
Payables	-	47,314	-	-	47,314	-	-	-	-
		47,314	-	-	47,314	-	-	-	-

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

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2008**

8. FINANCIAL INSTRUMENTS (continued)

(e) Market risk

The Branch's exposure to market risk is primarily through interest rate risk and other price risks with no exposure to foreign currency or interest rate risk. Objectives, policies and processes used to manage each of these risks are disclosed in the paragraphs below.

Interest rate risk

Exposure to interest rate risk might arise primarily through the Branch's cash & deposits. Minimisation of risk is achieved by mainly undertaking fixed rate or non-interest bearing financial instruments.

As the Branch does not hold any financial instruments at 30 June 2008, there is no exposure to interest rate risk or other price risks.

(f) Fair value

The fair values and net fair values of financial assets and financial liabilities are determined as follows:

- the fair value of financial assets and financial liabilities with standard terms and conditions and traded in active liquid markets are determined with reference to quoted market prices; and
- the fair value of other financial assets and financial liabilities are determined in accordance with generally accepted pricing models based on discounted cash flow analysis.

The Branch considers that the carrying amount of financial assets and financial liabilities recorded in the financial report to be a fair approximation of their fair values.

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

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2008

9. RELATED PARTY INFORMATION

Remuneration of key management personnel

There are no key management personnel of the Branch whose remuneration requires separate disclosure.

Other related party transactions

During the year, there were no transactions with related parties which require separate disclosure other than the transfer of net assets already disclosed in Note 1.

10. INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

In accordance with the requirements of the Workplace Relations Act 1996, the attention of members is drawn to the provision of subsections (1), (2) and (3) of section 272 of Schedule 1B – Registration of accountability of Organisations which reads as follows:

- (1) "A member of a reporting unit, or a Registrar, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.
- (2) The application must be in writing and must specify the period within which, and the matter in which, the information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.
- (3) A reporting unit must comply with an application made under subsection (1)."

INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF
NATIONAL TERTIARY EDUCATION INDUSTRY UNION
RMIT UNIVERSITY BRANCH

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Scope

The financial report and Executive Committee's responsibility

The financial report comprises the income statement, balance sheet, cash flow statement, statement of recognised income and expense, accompanying notes to the financial statements, and the committee of management statement of the National Tertiary Education Industry Union – RMIT University Branch for the year ended 30 June 2008.

The Committee of the Union is responsible for the preparation and fair presentation of the financial report in accordance with the Workplace Relation Act 1996. This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect frauds 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 Union. 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 misstatements. The nature of an audit is influenced by factors such as the use of professional judgment, selective testing, the inherent limitation 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 Accounting Standards and other mandatory financial reporting requirements in Australia and the Workplace Relations Act 1996, a view which is consistent with our understanding of the Union's financial position, and of its performance as represented by the results of its operations and the cash flows.

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

- 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 executive Committee.

While we considered the effectiveness of management internal controls over financial reporting when determining the nature and extent of our procedures, our audit was not designed to provide assurance of 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 National Tertiary Education Industry Union- RMIT University Branch presents a true and fair view in accordance with applicable Accounting Standards and other mandatory professional requirements in Australia and the Workplace Relations Act 1996 the financial position of National Tertiary Education Industry Union – RMIT University Branch as at 30 June 2008, and the results of its operation and its cash flows for the year then ended.



DFK Collins
Chartered Accountants



Simon Bragg, A.C.A.
Partner

Registered Company Auditor, Registration Number: 291536

Melbourne
Date:

2 June 2009