



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 Michael Venning
Division Secretary
National Tertiary Education Industry Union
S.A. Division
C/- University of Adelaide Branch Office
University of Adelaide SA 5005

Dear Dr. Venning

Re: Financial Documents for year ended 30 June 2003 - FR2003/454

Receipt is acknowledged of the financial documents of the South Australian Division of the National Tertiary Education Industry Union for the year ended 30 June 2003.

The documents have been filed.

Yours sincerely

Sylvia van Riet
Statutory Services Branch

21 January 2004

FR 2003/454



S.A. DIVISION

c/- University of Adelaide Branch Office
University of Adelaide SA 5005
Tel: (08) 8303.5155
Fax: (08) 8303.3449
email: nteu@adelaide.edu.au

22nd December, 2003



Industrial Registrar,
Nauru House,
80 Collins Street,
Box 19945, G.P.O.,
MELBOURNE. VIC. 3001

Dear Registrar,

Please find enclosed audited accounts and supporting certificates for the South Australian Division of the National Tertiary Education Industry Union for the period ending 30th June, 2003.

Please contact Mr. R. Willson, Accounting Officer, on phone no. (08) 8303.5848 with any queries you may have.

Yours sincerely,


 Dr. Michael Venning
SA Division Secretary.

FINANCIAL STATEMENTS

OF

**NATIONAL TERTIARY EDUCATION
INDUSTRY UNION**

**SOUTH AUSTRALIAN DIVISION
ABN 38 579 396 344**

For the Year Ended 30 June 2003

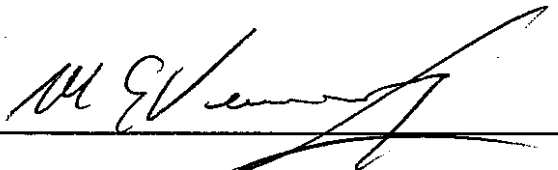
NATIONAL TERTIARY EDUCATION INDUSTRY UNION

South Australian Division
ABN 38 579 396 344

Secretary's Certificate

I, MICHAEL G. VENNING, Secretary of the South Australian Division of the National Tertiary Education Industry Union, certify that:

1. the Auditors report, Accounts and Statements, and the Certificates of the Accounting Officer and of the Committee of Management of the South Australian Division were published in the journal of the Union on.....5/12/03.....being a journal that is available to Members of the Division free of charge; and that
2. the enclosed documents are copies of the Auditors report, Accounts and Statements, the Certificates of the Accounting Officer and of the Committee of Management of the South Australian Division presented to a meeting of the Members of the Division on..17/12/03.....; and
3. the information contained in the Accounts and Statements is correct.

Signed: 

Dated: 17/12/03

National Tertiary Education Industry Union

South Australian Division

Committee of Management's Certificate

We, PETER M GILL and Sherry Dzonsons, being two members of the Committee of Management of the National Tertiary Education Industry Union, South Australian Division, do state on behalf of the Committee and in accordance with a resolution passed by the Committee, that:-

- (1) In the opinion of the Committee of Management, the attached Accounts show a true and fair view of the financial affairs of the Organisation, as at 30th June, 2003;
- (2) In the opinion of the Committee of Management, Meetings of the Committee were held during the year ended 30 June 2003 in accordance with the Rules of the Organisation;
- (3) To the knowledge of any Member of the Committee, there has been no instances where records of the Organisation or other documents (not being documents containing information made available to a Member of the Organisation, under Section 274(2) of the Workplace Relations Act 1996, as amended), or copies of those records or other documents, or copies of the Rules of the Organisation, 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 Organisation; and
- (4) The Organisation has complied with Section 279(1) and (6) of the Act in relation to the Financial Accounts in respect of the period ended 30th June 2002, and the Auditor's Report thereon.

Peter M Gill

(Member of Committee)

Sherry Dzonsons

(Member of Committee)

SIGNED at Adelaide this 12th day of NOVEMBER 2003

National Tertiary Education Industry Union

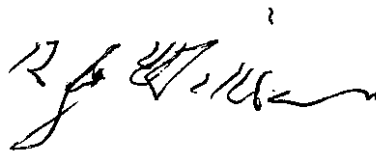
South Australian Division

Accounting Officer's Certificate

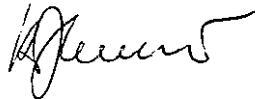
I, ROBERT JOHN WILLSON, being the Officer responsible for keeping the accounting records of the National Tertiary Education Union, South Australian Division, certify that as at 30 June 2003 the number of members of the Organisation was 2120.

In my opinion:-

- (1) The attached accounts show a true and fair view of the financial affairs of the Organisation as at 30 June 2003.
- (2) A record has been kept of all moneys paid by or collected from Members and all moneys so paid or collected, have been credited to the Bank Account to which those moneys are to be credited, in accordance with the Rules of the Organisation.
- (3) Before any expenditure was incurred by the Organisation, approval of the incurring of the expenditure was obtained in accordance with the Rules of the Organisation.
- (4) In the case of the Accounts prepared in accordance with Sub-Section 273(1) of the Act, and in particular, with regard to funds of the Organisation, raised by compulsory Levies or voluntary Contributions from Members, or funds other than the General Fund, operated in accordance with the Rules, no payments were made out of any such fund for purposes other than those for which the fund was operated.
- (5) No loans or other financial benefits, other than remuneration, in respect of their full-time employment with the Organisation, were made to persons holding office in the Organisation.
- (6) The register of Members of the Organisation was maintained in accordance with the Rules by the Branches.



R.J. WILLSON (Accounting Officer)



R.J. CREWTER (President)

SIGNED at Adelaide this

1st

day of

November,

2003

NATIONAL TERTIARY EDUCATION INDUSTRY UNION

South Australian Division
ABN 38 579 396 344

Auditors Report

SCOPE

We have audited the Accounts being the Balance Sheet and Income and Expenditure Statement and Notes to and Forming part of the Accounts of the National Tertiary Education Industry Union, South Australian Division, for the year ended 30 June 2003.

The Committee of Management are responsible for the preparation and presentation of the Accounts and the information they contain.

We have conducted an independent audit of these Accounts in order to express an opinion on them to the Members of the Organisation.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the Accounts are free from material misstatement. Our procedures included examination on a test basis, of evidence supporting the amounts and other disclosures in the Accounts, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects the Accounts are presented fairly in accordance with Australian Accounting Standards and statutory requirements so as to present a view of the Organisation which is consistent with our understanding of its financial position and the results of its operations.

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

AUDIT OPINION

In our opinion:

- (1) There were kept by the Organisation in respect of the year ended 30 June 2003, satisfactory accounting records detailing the sources and nature of the Income of the Organisation (including Income from Members) and the nature and purposes of Expenditure.
- (2) The attached Accounts and Statements are properly drawn up:
 - (a) in accordance with Section 273 of the Workplace Relations Act, 1996, as amended.
 - (b) so as to give a true and fair view of:
 - (i) the state of affairs of the Organisation as at 30 June 2003;
and
 - (ii) the Income and Expenditure and Surplus of the Organisation for the year ended on that date.
 - (c) in accordance with applicable Accounting Standards.
- (3) We received from the Officers and Employees of the Organisation, all the information and explanations which we required for the purposes of our audit.

J. H. DOYLE & CO.


C. WELLINGTON
REGISTERED AUDITOR

ADELAIDE: 5/12/03

NATIONAL TERTIARY EDUCATION INDUSTRY UNION

South Australian Division

ABN 38 579 396 344

BALANCE SHEET

For the Year Ended 30 June 2003

ASSETS	2003	2002
	\$	\$
Bank and Cash Accounts		
Cheque	<u>53,528</u>	<u>63,361</u>
Total Bank and Cash Accounts	\$53,528	\$63,361
Other Assets		
Accounts Receivable	27,168	29,495
Account Receivable - Federal Office LSL	--	1,826
ACCU - Optimum Yield	<u>57,285</u>	<u>95,526</u>
Total Other Assets	<u>\$84,453</u>	<u>\$126,847</u>
TOTAL ASSETS	<u>\$137,981</u>	<u>\$190,208</u>
LIABILITIES		
Other Liabilities		
Accounts Payable	16,523	35,318
Accounts Payable Univ. Adel. Branch Funds	--	41,088
Income received in Advance	2,816	--
Provision for Wages On-Costs	--	27,852
Provision for Annual Leave	22,379	24,254
Provision for Long Service Leave	<u>43,711</u>	<u>41,114</u>
TOTAL LIABILITIES	<u>\$85,429</u>	<u>\$169,626</u>
CURRENT ASSETS LESS CURRENT LIABILITIES	<u>\$52,552</u>	<u>\$20,582</u>
MEMBERS FUNDS		
Unappropriated Surplus B/fwd	<u>52,552</u>	<u>20,582</u>
TOTAL MEMBERS FUNDS	<u>\$52,552</u>	<u>\$20,582</u>

NATIONAL TERTIARY EDUCATION INDUSTRY UNION

**South Australian Division
ABN 38 579 396 344**

**STATEMENT OF ACCUMULATED FUNDS
For the Year Ended 30 June 2003**

	2003	2002
	\$	\$
OPERATING SURPLUS B/FWD	<u>4,118</u>	<u>8,674</u>
	4,118	8,674
Add Provision for prior year wages on-costs	27,852	--
Add Accumulated Surplus at the beginning of the Year	<u>20,582</u>	<u>11,908</u>
ACCUMULATED SURPLUS END PERIOD	<u>\$52,552</u>	<u>\$20,582</u>

TO BE READ IN CONJUNCTION WITH THE AUDIT REPORT & NOTES TO THE A/CS

NATIONAL TERTIARY EDUCATION INDUSTRY UNION

South Australian Division

ABN 38 579 396 344

INCOME & EXPENDITURE STATEMENT For the Year Ended 30 June 2003

INCOME	2003	2002
Subscriptions	\$	\$
NTEU (Adelaide)	103,969	112,122
NTEU (Flinders)	56,345	56,214
RACGP	560	514
NTEU (UniSA)	62,592	54,263
Subscriptions – Other	<u>41</u>	<u>--</u>
	223,507	223,113
Interest	2,847	2,542
GST Refunded	<u>1,003</u>	<u>1,294</u>
TOTAL INCOME	<u>\$227,357</u>	<u>\$226,949</u>
EXPENDITURE		
Audit	1,122	1,083
Bank Fees	160	164
Legal Fees/Advice	--	1,760
Staff Costs		
Annual General Meeting	--	2,004
Industrial Officers' Air Travel	665	591
Industrial Officers' Cab Travel	2,928	2,149
Industrial Officers' Car Travel	3,243	2,177
Other (Recruitment)	--	80
Payroll Tax	9,481	10,221
Processing Fees	1,200	1,650
Professional Indemnity	--	511
Provision for Annual Leave	(1,875)	(1,540)
Provision for Long Service Leave	4,424	(1,148)
Salaries	173,763	169,279
Superannuation	24,336	23,174
WorkCover	<u>3,096</u>	<u>2,827</u>
Total Staff Costs	221,261	211,975
State Division Travel	132	2,196
UTLC Fees	<u>564</u>	<u>1,097</u>
TOTAL EXPENDITURE	<u>\$223,239</u>	<u>\$218,275</u>
INCOME LESS EXPENDITURE	<u>\$4,118</u>	<u>\$8,674</u>

TO BE READ IN CONJUNCTION WITH THE AUDIT REPORT & NOTES TO THE A/CS

NATIONAL TERTIARY EDUCATION INDUSTRY UNION

South Australian Division

ABN 38 579 396 344

**NOTES TO AND FORMING PART OF THE ACCOUNTS
For the Year Ended 30 June 2003**

NOTE 1 - ACCOUNTING METHODS

- (a) The Accounts have been prepared under the Historical Cost Convention and have not been adjusted to record either changes in the general purchasing power of the dollar or in the prices of specific Assets.
- (b) **Staff Leave Entitlements**
Provision for Employee Benefits in the form of Long Service Leave, and Accrued Annual Leave, etc., have been made for estimated accrued entitlements of all employees on the basis of their terms of employment at nominal value.

NOTE 2 - 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 provisions of Sub-Sections (1), (2) and (3) of Section 274, which reads as follows:

- (1) A Member of an Organisation, or a Registrar, may apply to the Organisation for specified prescribed information in relation to the Organisation.
- (2) An Organisation shall, on application made under Sub-Section (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 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 Member."

An Organisation shall not contravene Section 274 (1), (2) and (3).
Penalty \$1,000.