



Australian Government
Australian Industrial Registry

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

Mr T Dunning
Division Secretary
National Tertiary Education Industry Union
Tasmanian Division
NTEU
Private Bag 101
University of Tasmania
HOBART TAS 7001

Dear Mr Dunning

**Re: Schedule 1 of the Workplace Relations Act 1996 (Schedule 1B)
Financial reports for year ended 30 June 2005 - FR 2005/389**

Thank you for forwarding additional documentation in relation to the financial documents of the Tasmanian Division of the National Tertiary Education Industry Union for the year ended 30 June 2005.

The financial documents have now been filed.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'L Powell'.

Larry Powell
Statutory Services Branch

13 April 2006

Larry Powell
Statutory Services Branch
Australian Industrial Registry
Level 35, Nauru House
80 Collins Street,
Melbourne VIC 3000



National Tertiary Education Union
Private Bag 101
University of Tasmania
HOBART TAS 7001

4th April 2006

Mr Larry Powell,

**RE: Letter dated 10th March 2006
Schedule 1B of the Workplace Relations Act 1996 (Schedule 1B)
Financial Reports for the year ended 30 June 2005 – FR 2005/389**

Thank you for your advice concerning the financials lodged, and our obligations under Schedule 1B of the Workplace Relations Act 1996.

I can confirm that the financial documents were supplied to members on the 22nd of November 2005, and later presented to a general meeting of members on the 15th of December 2005. This is in accordance with s 265 and 266 of Schedule 1B.

Yours Sincerely,

Tom Dunning
Division Secretary
Tasmanian Division
National Tertiary Education Union



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Mr T Dunning
Division Secretary
National Tertiary Education Industry Union
Tasmanian Division
NTEU
Private Bag 101
University of Tasmania
HOBART TAS 7001

Dear Mr Dunning

**Re: Schedule 1B of the Workplace Relations Act 1996 (Schedule 1B)
Financial reports for year ended 30 June 2005 - FR 2005/389**

Reference is made to the financial reports of the Tasmanian Division of the National Tertiary Education Industry Union for the year ended 30 June 2005. The documents were lodged in the Industrial Registry on 23 December 2005.

I direct your attention to the following comments concerning the above reports and the financial reporting obligations under Schedule 1B. Please note that these matters are advised for assistance in the future preparation of financial reports. With the exception of the comments concerning item 1, no further action is required in respect of the subject documents.

1. Designated Officer's Certificate

Section 268 requires a certificate by a prescribed designated officer that the documents lodged are copies of the documents provided to members and presented to a meeting in accordance with sections 265 and 266 of Schedule 1B.

I note the certificate lodged indicates that the financial documents lodged were copies of the documents provided to members on 15 December 2005 and also presented to a general meeting of members.

I also note the covering letter to the financial documents signed by Ms Andrews advising that the financial statements were provided to members on 22 November 2005 and a general meeting of members on 15 December 2005.

Would you please advise this office in writing whether the documents were supplied to members and presented to a meeting in accordance with ss 265 and 266 by Friday, 17 March 2006.

2. Operating Report

(a) Results of principal activities

I refer to the "operating results". I note that s254(2)(a) of Schedule 1B requires the operating report to include a review of the reporting entities' principal activities, the results of those activities and any significant changes in the nature of those activities.

The "operating result" requirement contemplates reference in the operating report to results directly related to the principal activities as opposed to the reporting entities financial result,

particularly as measured in dollar 'surplus' or 'loss' terms. Although this may not be stated explicitly in the text of the subsection, I think it is reasonable to infer this is what the legislators had in mind given that the subsection is referring primarily to the principal activities and secondly, the actual financial outcome is elaborated elsewhere in the financial documents, such as the Balance Sheet and/or the Profit and Loss statement.

(b) Right of members to resign:

Subsection 254(2)(c) of Schedule 1B requires the operating report to "give details" of the right of members to resign from the reporting unit under section 174 of Schedule 1B. The requirement may be met by the inclusion of a statement that a member has the right to resign and a reference to the relevant rule, which makes such provision. Alternatively, the complete text of the relevant resignation rule may be reproduced in the report. I note that the operating report only provides part of the resignation rule rather than the complete text.

(c) Trustees of superannuation entities:

The report must give details (including details of the position held) of any officer or member of the reporting unit who is:

- (i) a trustee of a superannuation entity or an exempt public sector superannuation scheme; or
- (ii) a director of a company that is a trustee of a superannuation entity or an exempt public sector superannuation scheme; and

where a criterion for the officer or member being the trustee or director is that the officer or member is an officer or member of a registered organisation. If the reporting unit had no officers or members falling within such a positive statement to that effect should be provided.

3. Committee of Management Statement

Signatory

Please note that under paragraph 18(d) of the guidelines, for the purposes of s253, this Statement need only be signed by the designated officer. The expression "designated officer" is defined by s243(a) of Schedule 1B to be "an officer who, under the rules of the reporting unit, is responsible (whether alone or with others) for undertaking the functions necessary to enable the reporting unit to comply with this Part". It should be clear who the signatory is and whether they fall within the definition of "designated officer".

4. Statement of financial performance (profit and loss statement)

Donations

Section 237(1) of Schedule 1B requires an organisation to lodge in the Industrial Registry within 90 days after the end of each financial year a statement showing the relevant particulars in relation to each loan, grant or donation of an amount exceeding \$1,000 made by the organisation during the financial year.

Inspection of the statement of financial performance indicates a disclosure "Donations" of \$5,692.

If appropriate, would you please arrange lodgment in the Industrial Registry of a section 237(1) statement covering any donation exceeding \$1,000, setting out particulars of any donation in accordance with subsection 237(6).

It should be noted that the Industrial Registrar attaches importance to reporting units both fully satisfying the obligations under Schedule 1B and to those obligations being discharged within the requisite timeframes. Your reporting unit should therefore ensure that future financial returns fully satisfy the above obligations.

Should you wish to discuss this letter or if you require further information on the financial reporting requirements of the Act, I may be contacted on (03) 8661 7993 or by email at larry.powell@air.gov.au.

Electronic Lodgement

I encourage you to take advantage of the electronic lodgement service provided by the Registry for future lodgements. You may register as a user and then lodge your documents via the Electronic Lodgement page of the AIRC website at www.airc.gov.au. Alternatively, you may send an email with the documents attached to riateam3@air.gov.au

Yours sincerely,

A handwritten signature in black ink, appearing to read 'L. Powell', written in a cursive style.

Larry Powell
Statutory Services Branch

10 March 2006

FR 2005/289



NTEU
Private Bag 101
University of Tasmania
Hobart, TASMANIA, 7001
Ph (03) 6226 7575
Fax (03) 6226 2172

Australian Industrial Registry
GPO Box 1994S
Melbourne
VICTORIA 3001

21st December 2005

To The Registry,

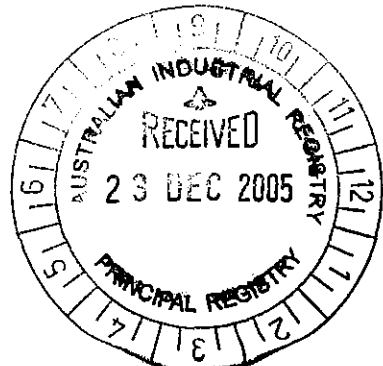
Please find enclosed the Financial Statements for the National Tertiary Education Industry Union Tasmanian Division for submission and filing.

The financial statements were provided to members in hard copy on the 22nd of November 2005, and the second meeting, a general meeting of members consistent with s 266 of the RAO Schedule, was held on the 15th of December 2005.

If you have any questions regarding the submission of financials, please contact me on my mobile 0417 147 354.

Yours sincerely,

Bonnie Andrews
Division Organiser
Tasmanian Division
National Tertiary Education Union



NATIONAL TERTIARY EDUCATION INDUSTRY UNION

TASMANIAN DIVISION

CERTIFICATE OF SECRETARY

s268 of Schedule 1B *Workplace Relations Act 1996*

I, Tom Dunning, being the Secretary of the National Tertiary Education Union Tasmanian Division 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 15th December 2005; and
- that the full report was presented to a general meeting of members in accordance with section 266 of the RAO Schedule.

Signature

Thomas P Dunning

Date:

19/12/05

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
TASMANIAN DIVISION**

**FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2005**

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**NATIONAL TERTIARY EDUCATION INDUSTRY UNION – TASMANIAN
DIVISION
INDEPENDENT AUDIT REPORT
FOR THE YEAR ENDED 30 JUNE 2005**

Scope

We have audited the financial report of the National Tertiary Education Industry Union - Tasmanian Division, for the year ended 30 June 2005 comprising the Statement of Financial Performance, Statement of Financial Position, Statement of Cash Flows and Notes to the Financial Statements. The Committee of Management is responsible for the financial report. We have conducted an independent audit of the financial report in order to express an opinion on it to the members.


Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial report is free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, 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 financial report is presented fairly in accordance with Australian Accounting Standards and other mandatory professional reporting requirements so as to present a view of the National Tertiary Education Industry Union - Tasmanian Division which is consistent with our understanding of its financial position, and performance as represented by the results of its operations and its cash flows.

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

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 Schedule 1B of the Workplace Relations Act 1996.

WHK Denison
Accountants & Auditors


Ian Wright - Partner
Registered Company Audit No. 72206
Institute of Chartered Accountants Australia Member No. 2535

Dated this 21st day of November 2005.
Accountants & Auditors

WHK Denison ABN 52 123 325 587
admin@whkdenison.com.au

Offices at: Launceston Devonport Burnie & Smithton

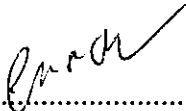
**NATIONAL TERTIARY EDUCATION INDUSTRY UNION - TASMANIAN
DIVISION**

**COMMITTEE OF MANAGEMENT'S REPORT
FOR THE YEAR ENDED 30 JUNE 2005**

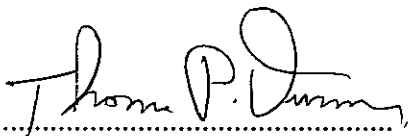
On the 17 November 2005 the Committee of Management of the National Tertiary Education Industry Union – Tasmanian Division passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30 June 2005:

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 and notes comply with the reporting guidelines of the Industrial Registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of 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 a Division 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 Division 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) the organisation consists of 2 or more reporting units, the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each other 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.


.....

Division President


.....

Division Secretary

Dated this 17/11 2005 day of November 2005

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION - TASMANIAN
DIVISION**

**OPERATING REPORT
FOR THE YEAR ENDED 30 JUNE 2005**

The reporting entity's principal activities during the year were to provide support to its members and campaigns on their behalf. The results of those activities was an operating deficit of \$70,363. There was no significant change in the nature of those activities during the period.

There were no significant changes in the financial affairs of the organisation during the year.

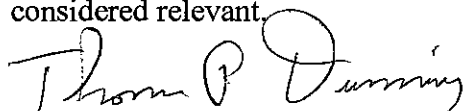
As at 30 June 2005 the National Tertiary Education Industry Union – Tasmanian Division employed 1.5 full time equivalent employees.

The number of members of the Division as at 30 June 2005 was 467 (inclusive of all categories) (2004 : 361).

Members have the right to resign from the entity immediate of giving notice of their intention to resign in writing. Rule 11.1(a) states "a member may resign from membership by written notice addressed and delivered to the member's Division Secretary or Branch Secretary."

Committee Member Name	Position	Dates Held Office
Mr Peter Chapman	Committee Member	1/7/04-3/4/05
	Division President	4/4/05-30/6/05
Dr Tom Dunning	Division Secretary	1/7/04-30/6/05
Dr Bill Bostock	Division Vice President- Academic Staff	17/7/04-30/6/05
Dr Greg Hannan	Committee Member (Academic Staff)	1/7/04-30/6/05
Ms Kristin Leeds	Committee Member (General Staff)	1/10/04-30/6/05
Mr Jim Lade	Committee Member	1/7/04-30/6/05
Dr Margaret Lindley	Committee Member	1/7/04-30/6/05
Mr Dave Abbott	Division President	1/7/04-3/4/05
	Committee Member	1/7/04-30/6/04
Mr Peter Dixon	Committee Member	1/7/04-30/6/05
Dr Kim Atkins	Committee Member	1/10/04-30/6/05
Ms Catherine Behrens	Committee Member	1/10/05-30/6/05
Ms Deborah Brown	Indigenous Rep.	8/8/04-30/6/05

There is no other information not contained elsewhere in the financial report that is considered relevant.



.....
Division Secretary

Dated this 18 day of November 2005.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION - TASMANIAN
DIVISION**

**STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 30 JUNE 2005**

	Note	2005 \$	2004 \$
REVENUE FROM ORDINARY ACTIVITIES			
Interest received		8,920	9,327
Miscellaneous		2,041	-
Subscriptions		178,304	153,767
		<u>189,265</u>	<u>163,094</u>
EXPENDITURE FROM ORDINARY ACTIVITIES			
Accountancy & Audit Fees		2,850	2,240
Advertising		4,196	1,841
Affiliation Fee TTLC		1,518	1,513
Bank Fees & Charges		454	121
Capitation Fees		87,209	65,806
Computer Expenses		-	86
Donations		5,692	600
Equipment		7,223	132
Fines		-	10
General Expenses		852	302
Insurance		1,837	1,872
Legal Fees		-	2,569
Printing, Stationery & Office Costs		7,262	9,239
Prior Year Adjustment (Wages)		11,962	-
Provision for Annual Leave		5,902	194
Salaries - Employees		25,996	14,060
- Holders of Office		70,018	95,851
Subscriptions		189	3,263
Superannuation		13,094	14,891
Telephone		4,412	2,737
Training		1,979	-
Travel, Accommodation & Meetings		6,983	10,775
		<u>259,628</u>	<u>228,102</u>
SURPLUS/(DEFICIT) FOR THE YEAR		<u>(70,363)</u>	<u>(65,008)</u>
TOTAL CHANGES IN ACCUMULATED FUNDS	8	<u>(70,363)</u>	<u>(65,008)</u>

The accompanying notes form part of these financial statements.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION - TASMANIAN
DIVISION**

**STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2005**

	Note	2005 \$	2004 \$
Current Assets			
Cash	4	157,076	235,033
Receivables	5	2,435	375
Total Current Assets		159,511	235,408
 Total Assets		 159,511	 237,408
 Current Liabilities			
Payables	6	107,121	118,557
Provisions	7	6,096	194
Total Current Liabilities		113,217	118,751
 Total Liabilities		 113,217	 118,751
Net Assets		46,294	116,657
 Members Equity			
Accumulated Funds	8	46,294	116,657
Total Members Equity		46,294	116,657

The accompanying notes form part of these financial statements.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION - TASMANIAN
DIVISION**

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2005**

	Note	2005 \$	2004 \$
Cash Flows From Operating Activities			
Receipts from Members		178,285	153,768
Interest Received		8,920	9,327
Payments to Suppliers & Employees		(266,936)	(176,379)
Net Flows from Goods & Services Tax		<u>1,774</u>	<u>907</u>
Net Cash Provided By Operating Activities	9 (b)	(77,957)	(12,377)
Net Increase/(Decrease) In Cash Held		(77,957)	(12,377)
Cash Held At The Beginning Of The Financial Year		<u>235,033</u>	<u>247,410</u>
Cash Held At The End Of The Financial Year	9 (a)	<u>157,076</u>	<u>235,033</u>

The accompanying notes form part of these financial statements.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION - TASMANIAN
DIVISION**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005**

1. Statement of Significant Accounting Policies

This financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards, Urgent Issues Consensus Views, other authoritative pronouncements of the Australian Accounting Standards Board and the Australian Industrial Registry.

The financial report is prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets. The accounting policies have been consistently applied, unless otherwise stated.

The following is a summary of the material accounting policies adopted by the Division in the preparation of the financial statements:

(a) Income Tax

No provision for income tax is necessary as the Division is exempt from income tax under section 50-15 of the Income Tax Assessment Act, 1997, being a Trade Union.

(b) Fixed Assets

The depreciable amount of all fixed assets are depreciated using the straight line basis over the useful lives of the assets to the Division commencing from the time the asset is held ready for use.

(c) Employee Benefits

Provision is made for the Division's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits expected to be settled within one year together with benefits arising from wages and salaries, annual leave and sick leave which will be settled after one year, have been measured at their nominal amount. Other employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits.

Contributions are made by the Division to an employee superannuation fund and are charged as expenses when incurred.

(d) Cash

For the purposes of the Statement of Cash Flows, cash includes cash on hand, at banks and on deposit.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION - TASMANIAN
DIVISION**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005**

1. Statement of Significant Accounting Policies (cont.)

(e) Revenue

Subscription income is recognised in the period to which the subscriptions relate.

Revenue from the provision of services is recognised when the right to be compensated for the services has been attained.

Interest is recognised over the period for which the funds are invested.

All revenue is stated net of the amount of goods and services tax (GST).

(f) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. 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 in the Statement of Financial Position are shown inclusive of GST.

(g) Comparatives

Where appropriate comparative figures have been adjusted to conform with changes in presentation for the current financial year.

2. Information to be Provided to Members or Registrar

- (a) 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.
- (b) The application must be in writing and must specify the period within which, and the manner 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.
- (c) A reporting unit must comply with an application made under s 272(1) (2) and (3) of the RAO Schedule.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION - TASMANIAN
DIVISION**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005**

3. Segmental Reporting

The Tasmanian Division of the National Tertiary Education Industry Union provides services throughout Tasmania.

	2005	2004
	\$	\$
4. Cash		
Connect Current Account	15,191	44,702
Connect Deposit Account	141,885	153,386
Tasmanian Trustees Common Fund	<u>-</u>	<u>36,945</u>
	<u>157,076</u>	<u>235,033</u>
5. Receivables		
NTEU	2,235	-
Bond - Cabcharge	200	200
GST Receivable	<u>-</u>	<u>175</u>
	<u>2,435</u>	<u>375</u>
6. Payables		
Creditors and Accruals	104,479	117,689
GST Payable	<u>2,642</u>	<u>868</u>
	<u>107,121</u>	<u>118,557</u>
7. Provisions		
Current		
Provision for Annual Leave	<u>6,096</u>	<u>194</u>
Non-Current		
Provision for Long Service Leave	<u>-</u>	<u>-</u>
8. Accumulated Funds		
Accumulated Funds at Beginning Of Year	116,657	181,664
Surplus/(Deficit) For the Year	<u>(70,363)</u>	<u>(65,008)</u>
	<u>46,294</u>	<u>116,657</u>

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION - TASMANIAN
DIVISION**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005**

	2005	2004
	\$	\$
9. (a) Reconciliation of Cash		
Cash at the end of the reporting period as shown in the Statement of Cash Flows is the same as cash per the Statement of Financial Position and Note 4 to the financial statements.		
(b) Reconciliation of net cash provided by Operating Activities to Operating Result:		
Net Surplus/(Deficit) For the Year	(70,363)	(65,008)
Decrease/(Increase) in Receivables	(2,060)	38
(Decrease)/Increase in Payables	(11,436)	57,097
(Decrease)/Increase in Employee Benefits	<u>5,902</u>	<u>(4,506)</u>
Net Cash Used In Operating Activities	<u>(77,957)</u>	<u>(12,377)</u>

10. Financial Instruments

a) Terms, Conditions and Accounting Policies

The Division's accounting policies, including the terms and conditions of each class of financial asset, financial liability and equity instrument are as follow:

Recognised Financial Instruments	Balance Sheet Notes	Accounting Policies	Terms and Conditions
i) Financial Assets			
Receivables	5	Trade debtors are carried at nominal amounts due less any provision for doubtful debts. A provision for doubtful debt is recognised when collection of the full nominal amount is no longer probable.	Debtors are usually repaid in the following month.

11. Capital and Leasing Commitments

There are no capital or lease commitments as at 30 June 2005.

12. Contingent Liabilities

There are no contingent assets or liabilities for the year ended 30 June 2005.

13. Division Details

The registered office of the Division is:

National Tertiary Education Industry Union Tasmanian Division
6 Grace Street
Sandy Bay Tas

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION - TASMANIAN
DIVISION**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005**

14. Adoption of Australian Equivalents to International Financial Reporting Standards

The Organisation is preparing and managing the transition to Australian Equivalents to International Financial Reporting Standards (AEIFRS) effective for the financial years commencing from 1 January 2005. The adoption of AEIFRS will be reflected in the Organisation's financial statements for the year ended 30 June 2006. On first time adoption of AEIFRS, comparatives for the financial year ended 30 June 2005 are required to be restated.

The Organisation's management, with the assistance of external consultants, has assessed the significance of the expected changes. The impact of the alternative treatments and elections under AASB 1: First Time Adoption of Australian Equivalents to International Financial Reporting Standards has been considered where applicable.

The Committee are of the opinion that there are no material differences in the Organisation's accounting policies on conversion to AEIFRS. Users of the financial statements should note, however, that the impact of AEIFRS on the Organisation, could change if there are any amendments by standard-setters to the current AEIFRS.