



AUSTRALIAN INDUSTRIAL REGISTRY

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

Mr. D. Coughlan
Branch Secretary
National Tertiary Education Industry Union
Central Queensland University Branch
NTEU Office
Central Queensland University
Bruce Highway
ROCKHAMPTON QLD 4701

Dear Mr. Coughlan,

**Re: Financial returns for years ended 30 June 1999
FR 2001/104**

Reference is made to the financial documents of the Central Queensland University Branch of the National Tertiary Education Industry Union for the year ended 30 June 1999. The documents were lodged in the Industrial Registry on 15 December 2003.

The financial documents have been filed.

Outstanding financial returns

There is no record of the receipt in this Office of the financial documents of the Central Queensland University Branch in respect of the year ended 30 June 2002.

I note Mr. verbal advice that the financial documents are expected to be presented to a Committee of Management meeting prior to the end of the year.

Would you please arrange lodgment of the outstanding financial documents as soon as practicable after they have been presented to the Committee of Management meeting.

The Registration and Accountability of Organisations Schedule (Schedule 1B to the Workplace Relations Act 1996) alters the arrangements under which organisations are required to provide financial and other information to members and the Industrial Registrar. Future financial returns will be required to meet the requirements of Schedule 1B. Your organisation has been provided with documentation in relation to the new requirements. You may wish to refer to section 269 of Schedule 1B which provides for reduced reporting requirements if a reporting unit has substantial common membership with a State registered body.

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.

Yours sincerely,

Larry Powell
Statutory Services Branch

22 December 2003

National Tertiary Education Industry Un

STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR ENDED 30TH JUNE 1999

Last Year		This Year
	ASSOCIATION FUNDS	
	National Tertiary Education Industry Union	
-	Balance at Beginning of Year	15985.13
-	Payments over Receipts	1668.27
	<hr/>	
-	TOTAL ASSOCIATION FUNDS	<u>14316.86</u>
	<hr/>	
	Represented by:	
	CURRENT ASSETS	
	Cash at Bank - CBA 4726 1000	
-	1604	5351.14
	Cash at Bank - Uni Credit	
-	Union 14645	3574.12
	Cash at Bank - CBA T/D 4726	
-	5000 9600	5391.60
	<hr/>	
-		<u>14316.86</u>
	<hr/>	
-	NET ASSETS	<u>14316.86</u>
	<hr/>	

National Tertiary Education Industry Un

STATEMENT OF RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 30TH JUNE 1999

Last Year		This Year
	RECEIPTS	
-	Union Fees	56549.47
	Interest Received	
-	CBA 4726 1000 0604	34.16
-	Uni Credit Union 14645	3.53
-	CBA T/D 4726 5000 9600	240.84
-		<u>278.53</u>
-		56828.00
	PAYMENTS	
-	Accountancy Fees	1820.00
-	Administration Costs	1111.10
-	Bank Charges	63.10
	Capitation Fees	
-	National Division	24955.81
-	Queensland Division	24815.41
-		<u>49771.22</u>
-	Conference & Seminar Expenses	3435.75
-	Food & Beverages	1690.85
-	Stationery & Postage	604.25
-		<u>59496.27</u>
-	NET PAYMENTS OVER RECEIPTS	<u>1668.27</u>

27/09/2002
09:57

National Tertiary Education Industry Un
Annual Trial Balance

Page 1

From First To Last by Account

Options: Not summarised, Excluding NIL Balances

Client Code: NTEU01A

From 01/07/1998 To 30/06/1999

Last Year	Account	Description	Debit	Credit
-	199	Interest Received		
-	19901	CBA 4726 1000 0604		34.16
-	19902	Uni Credit Union 14645		3.53
-	19903	CBA T/D 4726 5000 9600		240.84
-	230	Union Fees		56549.47
-	300	Accountancy Fees	1920.00	
-	301	Administration Costs	1111.10	
-	309	Bank Charges	63.10	
-	317	Conference & Seminar Expenses	3435.75	
-	365	Food & Beverages	1690.85	
-	450	Stationery & Postage	604.25	
-	468	Capitation Fees		
-	46801	National Division	24955.81	
-	46802	Queensland Division	24815.41	
-	501	National Tertiary Education Industry Union		
-	50100	Balance at Beginning of Year		15985.13
-	680	Cash at Bank - CBA 4726 1000 1604	5381.14	
-	681	Cash at Bank - Uni Credit Union 14645	3574.12	
-	682	Cash at Bank - CBA T/D 4726 5000 9600	5391.60	
-		Total	72813.13	72813.13

NET LOSS THIS YEAR 1668.27
NET LOSS LAST YEAR -

No. of Accounts: 16
No. of Entries: 74

NATIONAL TERTIARY EDUCATION INDUSTRY UNION

CENTRAL QUEENSLAND UNIVERSITY DIVISION

AUDIT REPORT
FOR THE YEAR TO JUNE 30, 1999

SCOPE

We have audited the financial report of the National Tertiary Education Industry Union – Central Queensland University Division for the year to June 30, 1999. The members of the Committee are responsible for the preparation and presentation of the financial report and the information contained therein. We have conducted an independent audit of the financial report in order to express an opinion on it to the members of the National Tertiary Education Industry Union – Central Queensland University Division.

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 so as to present a view which is consistent with our understanding of the National Tertiary Education Industry Union – Central Queensland University Division 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 accordance with Subsection 276(4) of the Workplace Relations Act 1996, we state that, in our opinion:

- (a) During the year to June 30, 1999, the organisation maintained satisfactory accounting records, including:

Records of the sources and nature of the income of the organisation (including income from members); and
Records of the nature and purposes of the expenditure of the organisation, and

The accounts and statements prepared under section 273 in relation to the year to June 30, 1999, were properly drawn up so as to give a true and fair view of:

The financial affairs of the organisation as at the end of the year; and
The income and expenditure, and any surplus or deficit, of the organisation for the year.

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

There was no deficiency, failure or shortcoming in relation to the matters referred to in paragraph (a) or (b) to be reported.



Allan Charles Johnson
Registered Company Auditor

Johnson & Tennent
Chartered Accountants

September 26, 2002

NATIONAL TERTIARY EDUCATION UNION

Central Queensland University Branch

Accounting Officer's Certificate

I, _____, being the Officer responsible for keeping the accounting records of the National Tertiary Education Union, certify that as at 30 June 1999:

In my opinion,

- 1 the attached accounts show a true and fair view of the financial affairs of the Branch as at 30 June 1999;
- 2 a record has been kept of all monies paid by, or collected from, members and all moneys so collected have been credited to the bank account to which those monies are to be credited, in accordance with the rules of the Branch;
- 3 before any expenditure was incurred by the Branch, approval of the incurring of the expenditure was obtained in accordance with the rules of the Branch;
- 4 with regard to funds of the Branch 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 Branch, were granted to persons holding office in the Branch; and
- 6 the register of members was maintained in accordance with the Workplace Relations Act 1996.

.....

Date: 15/8/2003


NATIONAL TERTIARY EDUCATION UNION

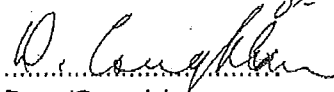
Central Queensland University Branch

Committee of Management Certificate

We, being two members of the Executive of the CQU Branch of the National Tertiary Education Union, do state on behalf of the Executive and in accordance with a resolution passed by the Executive, that:

- 1 In the opinion of the Executive, the attached accounts show a true and fair view of the financial affairs of the Branch as at 30 June 1999;
- 2 In the opinion of the Executive, meetings of the Executive were held during the year ended 30 June 1999 in accordance with the rules of the Branch; and
- 3 To the knowledge of any member of the Executive, there has been no instances where records of the Branch or other documents (not being documents containing information made available to a member of the Branch under Section 274(2) of the Workplace Relations Act 1996, as amended) or copies of those records or documents, or copies of the rules of the Branch, have not been furnished, or made available to members in accordance with the requirements of the Workplace Relations Act 1996, as amended, the Regulations thereto, or the rules of the Branch.


Richard Whitwell
Branch President


Dan Coughlan
Branch Secretary

Date: 11/9/03

*Have checked
and for sign
or accounts
RW*



NATIONAL TERTIARY EDUCATION UNION
CQU Branch

Building 32, Room 1.24
Central Queensland University
Rockhampton 4702
Phone: (07) 4930 9282
Fax: (07) 4930 9279
Email: k.brady@qld.nteu.org.au
Ref: FR2002/482

12th December 2003

S E C R E T A R Y ' S C E R T I F I C A T E

I, Daniel Francis Coughlan, Secretary of Central Queensland University Branch of the National Tertiary Education Union certify that:

1. The financial accounts for financial year 1999 were presented and endorsed by a meeting of the Committee of Management on 3rd September, 2003;
2. The financial accounts for financial year 1999 were then circulated on 23rd September, 2003, to members of the Branch free of charge and accepted at a second Committee meeting held on 10th December, 2003;
3. The enclosed documents are copies of the documents presented to the two Committee meetings and circulated to members;

Signed: *D. Coughlan*

Dated: *12/12/03*



FR 2001/104



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 8672

Mr. Graham McCulloch
National Secretary
National Tertiary Education Industry Union
PO Box 1323
South Melbourne VIC 3205

Dear Mr. McCulloch,

Re: Failure to lodge returns under the Workplace Relations Act 1996

The attachment to this letter contains details of financial statements still outstanding from the organisation and some of its branches. You will note that financial statements of the national office of the organisation for year ended 30 June 2000 have not been lodged.

In my view, some of the outstanding issues can be readily attended to by the lodgement of appropriate applications under section 271A of the Workplace Relations Act 1996. Unfortunately, it appears that officers of some of the relevant branches are unwilling or unable to lodge such applications.

I therefore request that you appoint a person from the national office of the organisation to liaise with those officers in relation to the preparation and lodgement of applications under section 271A. I shall be pleased to assist in any way I can.

Could you please advise me by Wednesday 28 May 2002 what steps you have taken to finalise the outstanding matters. I may be contacted on (03) 8661 7787 or by email at clency.lapierre@air.gov.au.

Yours sincerely

Clency Lapière
Statutory Services Branch
15 May 2002

Outstanding NTEU matters as at 14 May 2002

NTEU National office

Outstanding financial statements for year ended 30 June 2000

On 28 November 2001 Ms. Jenny Savage informed Mr. Larry Powell that the outstanding financial statements were to be lodged with the 2001 financial statements. The 2001 financial statements were lodged on 24 December 2001 but did not include the 2000 financial statements. The 2000 financial statements are still outstanding despite a written request from Mr. Larry Powell dated 30 January 2002 and my letter of 21 February 2002 for their lodgement.

Council of Adult Education Branch

Outstanding financial statements for years ended 30/6/1999, 2000 & 2001

On 13 November 2001 the branch lodged various bank statements. During discussions between Mr. Larry Powell of the registry and Mr. Michael Pegg of the Victorian Division it was agreed that Mr. Pegg would advise the branch to lodge s271A applications.

No such applications have been lodged.

Central Queensland University Branch

Outstanding financial statements for year ended 30 June 1999

Financial statements for years ended 30 June 2000 and 2001 were lodged on 8 January 2002.

It is understood that the branch had to "reconstruct records" for financial year ended 30 June 1999. The registry was advised on 13 September 2001 that those accounts were still being prepared.

On 13 February 2002 the branch was advised to lodge the outstanding returns for years ended 30 June 1999 before 25 February 2002. Those returns are still outstanding.

Royal Australian College of General Practitioners Branch

Outstanding financial statements for years ended 30 June 1996, 1997, 1998, 1999, 2000 & 2001

On 1 July 1997 the branch advised the registry that their funds had been transferred to the federal office. There has since been numerous telephone conversations and correspondence between the registry and federal officers of the organisation about the lodgement of s271A applications for the branch. It is understood that the President of the branch was expected to write to the federal office about the lodgement of s271A applications.

No such applications have been lodged.

University of Wollongong Branch

Outstanding financial statements for years ended 30 June 1994 to 30 June 2001

On 2 April 1998 the branch was informed that returns lodged for years ended 30 June 1994 to 30 June 1998 on behalf of the "University of Wollongong Academic Staff Association" appeared to be returns of a state association and not those of a branch of the NTEU. There has since been numerous telephone conversations and correspondence between the registry, federal officers of the organisation and officers of the branch and the NSW Division (including Mr. R. W. Perrin, Ms. Anne Porter, Mr. R. Vickers and Dr. A. Ryan) about the lodgement of s271A applications for the branch.

No such applications have been lodged.



AUSTRALIAN INDUSTRIAL REGISTRY

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80 Collins Street, Melbourne, VIC 3000
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Mr. D. Coughlan
Branch Secretary
National Tertiary Education Industry Union
Central Queensland University Branch
NTEU Office
Central Queensland University
Bruce Highway
ROCKHAMPTON QLD 4701

Dear Mr. Coughlan,

**Re: Financial returns for years ended 30 June 2000 and 30 June 2001
FR 2002/13 and 14**

Thank you for your letter dated 27 February 2002 providing advice as to action being taken in relation to the financial documents of the Central Queensland University Branch of the National Tertiary Education Industry Union for the years ended 30 June 2000 and 30 June 2001.

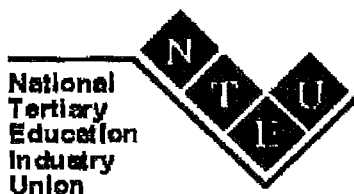
Your advice has been noted.

Would you please advise this office in writing as to when lodgment of the financial documents for the year ended 30 June 1999 can be expected.

Yours sincerely,

Larry Powell
Statutory Services Branch

13 March 2002



Central Queensland University Branch

Rockhampton, QM 4702 E-mail: NTEU-CQU@CQU.EDU.AU

Australian Industrial Registry
GPO Box 1994S
Melbourne VIC 3001

**RE: Financial returns for years ended 30 June 2000 and 30 June 2001
FR 2002/13 and 14**

Attention: Larry Powell

27th February 2002

Dear Mr Powell,


Thank you for your letter dated 13th February 2002.

Please accept my sincere apologies for the delay in responding to your letter.

Your comments are being actioned by the Branch auditors and the Branch is seeking further information on its requirements in accordance with the WORKPLACE RELATIONS ACT 1996.

Should you have any further queries, I may be contacted on (07) 4930 9745

Yours faithfully,


Dan Coughlan
Branch Secretary
NTEU (Local Branch)



AUSTRALIAN INDUSTRIAL REGISTRY

Level 35, Nauru House
80 Collins Street, Melbourne, VIC 3000
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Mr. Ken McAlpine
National Industrial Officer
National Tertiary Education Industry Union
PO Box 1323
South Melbourne VIC 3205

Dear Mr. McAlpine,

**Re: National Tertiary Education Industry Union
Annual Return of information contained in records kept by organisation (AR2002/38)**

I have received your letter dated 19 February 2002 and Mr. McCulloch's statutory declaration declared on the same date providing information in accordance with subsection 268(3) of the Workplace Relations Act 1996. The documents were lodged in the Industrial Registry on 19 February 2002.

The documents lodged cover the following information for the 2002 Annual Returns of the organisation:-

- statement in compliance with regulation 43(1) of the regulations
- certification in respect of the register of members of the organisation
- list of offices in the organisation, its divisions, branches and sub-branches and of the persons holding those offices
- address of the office of the organisation
- list of the name and address of each division and branch of the organisation
- regulation 102(c) election statement

The documents have been filed.

Outstanding financial statements

The attachment to this letter contains details of financial statements still outstanding from the organisation and some of its branches. In my view, some of the outstanding issues can be readily attended to by the lodgement of appropriate applications under section 271A of the Workplace Relations Act 1996.

Your assistance in having those outstanding issues resolved as soon as possible would be greatly appreciated.

Please note that financial statements for year ended 30 June 2001 should be lodged before 31 March 2002. The organisation and its branches have been advised accordingly.

Yours sincerely

Clency Lapierre
Statutory Services Branch
21 February 2002

Outstanding NTEU matters as at 21 February 2002

NTEU National office

Outstanding financial statements for year ended 30 June 2000

On 28 November 2001 Ms. Jenny Savage informed Mr. Larry Powell that the outstanding financial statements were to be lodged with the 2001 financial statements. The 2001 financial statements were lodged on 24 December 2001. The 2000 financial statements are still outstanding despite a written request from Mr. Larry Powell dated 30 January 2002 for their urgent lodgement.

Council of Adult Education Branch

Outstanding financial statements for years ended 30/6/1999 and 2000

On 13 November 2001 the branch lodged various bank statements. During discussions between Mr. Larry Powell of the registry and Mr. Michael Pegg of the Victorian Division it was agreed that Mr. Pegg would advise the branch to lodge s271A applications.

No such applications have been lodged.

Central Queensland University Branch

Outstanding financial statements for year ended 30 June 1999

Financial statements for years ended 30 June 2000 and 2001 were lodged on 8 January 2002.

It is understood that the branch had to "reconstruct records" for financial year ended 30 June 1999. The registry was advised on 13 September 2001 that those accounts were still being prepared.

On 13 February 2002 the branch was advised to lodge the outstanding returns before 25 February 2002.

Royal Australian College of General Practitioners Branch

Outstanding financial statements for years ended 30 June 1996, 1997, 1998, 1999 & 2000

On 1 July 1997 the branch advised the registry that their funds had been transferred to the federal office. There has since been numerous telephone conversations and correspondence between the registry and federal officers of the organisation about the lodgement of s271A applications for the branch. It is understood that the President of the branch was expected to write to the federal office about the lodgement of s271A applications.

No such applications have been lodged.

University of Wollongong Branch

Outstanding financial statements for years ended 30 June 1994 to 30 June 2000

On 2 April 1998 the branch was informed that returns lodged for years ended 30 June 1994 to 30 June 1998 on behalf of the "University of Wollongong Academic Staff Association" appeared to be returns of a state association and not those of a branch of the NTEU.

There has since been numerous telephone conversations and correspondence between the registry, federal officers of the organisation and officers of the branch and the NSW Division (including Mr. R. W. Perrin, Ms. Anne Porter, Mr. R. Vickers and Dr. A. Ryan) about the lodgement of s271A applications for the branch.

No such applications have been lodged.



AUSTRALIAN INDUSTRIAL REGISTRY

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Mr. D. Coughlan
Branch Secretary
National Tertiary Education Industry Union
Central Queensland University Branch
NTEU Office
Central Queensland University
Bruce Highway
ROCKHAMPTON QLD 4701

Dear Mr. Coughlan,

**Re: Financial returns for years ended 30 June 2000 and 30 June 2001
FR 2002/13 and 14**

Reference is made to the financial documents of the Central Queensland University Branch of the National Tertiary Education Industry Union for the years ended 30 June 2000 and 30 June 2001. The documents were lodged in the Industrial Registry on 8 January 2002.

Examination of the financial documents for the year ended 30 June 2000 has shown that matters requiring advice have either been corrected or repeated in relation to the Branch's financial documents for the year ended 30 June 2001.

The following matter in relation to the financial documents for the financial years 30 June 2000 and 30 June 2001 concerning the financial reporting requirements of the Workplace Relations Act 1996, requires your further attention; your written response to this matter is requested by Monday, 25 February 2002

1. Auditor's Report

Subsection 276(4) of the Act requires an auditor to state, whether in the auditor's opinion:

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

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

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

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

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

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

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

and, in addition, the auditor shall state in the report particulars of any deficiency, failure or shortcoming in relation to a matter referred to in paragraph (a) or (b)."

The auditor's reports do not provide the above statements.

Would you please bring this matter to the attention of the auditor and request the auditor to forward to this office amended auditor's reports.

The following matters in relation to the year ended 30 June 2001 are referred for assistance when preparing future financial documents; no further action is requested in respect of these:

2. Dating of Certificates/Reports

It is noted that the accounting officer's and committee of management certificates are undated.

All certificates should be dated as a matter of course.

As the date of the auditor's report sets in train the timescales in which the financial documents are to be distributed to members, presented to a meeting and lodged with the Registrar it is an essential element of the report.

Would you please ensure in future that all certificates and the auditor's report are dated.

3. Committee of Management Certificate

The committee of management certificate was not completed correctly.

The committee of management should have provided a statement to the effect that the organisation has complied with subsection 279(1) and (6) of the Act in relation to the financial accounts in respect of the year ended 30 June 2000, and the auditor's report thereon.

It should be noted that this part of the committee of management's certificate always refers back to the preceding year.

4. Auditor's Report

It is not clear who the signatory to the auditor's report is.

Also, the signatory of the auditor's report has not indicated whether he is registered as a company auditor - refer regulation 112.

It is the attitude of this Office that the above should be evident to members in the published financial documents.

5. Prescribed information notice

There should be included in the accounts a notice drawing attention to provisions of the Act that prescribed information is available to members on request and which sets out a copy of subsections 274(1), (2) and (3) - refer subsection 274(4) of the Act.

6. Timescale Provisions

Unless an extension is granted, financial documents should be lodged in the Industrial Registry within 14 days of the meeting at which they were presented - refer subsection 280(1).

Outstanding financial returns

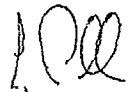
There is no record of the receipt in this Office of the financial documents of the Central Queensland University Branch in respect of the year ended 30 June 1999.

I note in your letter dated 11 September 2001 your advice that the financial documents for the year ended 30 June 1999 are being prepared. I also note Mr. verbal advice to Mr. Lapierre of this office on 11 September 2001 advising that the financial documents should be ready for auditing by the end of September 2001.

Your advice would be appreciated before Monday, 25 February 2002 as to when lodgement, under cover of your certification in accordance with subsection 280(1), may be expected.

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.

Yours sincerely,



Larry Powell
Statutory Services Branch

13 February 2002

NATIONAL TERTIARY EDUCATION INDUSTRY UNION
Central Queensland University Branch

Note For File

Record of discussions with Mr. [redacted] of the Central Queensland University Branch. He has sent a letter to me yesterday that I should receive within the next couple of days. He has included financial returns for y/e 30/6/2000 & 2001. He is still working on financial documents for y/e 30/6/1999. He needs to reconstruct records. These should be ready for auditing by end of September 2001.



Clency Lapierre

11 September 2001

11th September 2001

Clency Lapierre
Statutory Services Branch
Australain Industrial Registry
GPO 1994S
Melbourne
Victoria 3001

Dear Clency

Re: NTEU – CQU Branch

Please note that the Branch has just received the Auditors report for financial years 30th June 2000 and 30th June 2001 in accordance with Section 276 and Regulation 113 of the Workplace Relations Act 1996.

We are in the process of complying with Sections 279, 279(6)a and Section 280.

Please note that financial records for the year ended 30th June 1999 are still currently being prepared.

Yours Faithfully,



D.Coughlan
Secretary
National Tertiary Education Industrty Union
Central Queensland University.





AUSTRALIAN INDUSTRIAL REGISTRY

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

Mr. D. Coughlan
Secretary
National Tertiary Education Industry Union
Central Queensland University Branch
Rockhampton Campus
Central Queensland University
Bruce Highway
ROCKHAMPTON QLD 4702

Dear Mr. Coughlan,

**Re: National Tertiary Education Industry Union - Central Queensland
University Branch - Outstanding Financial Documents
FR 1999/30101 and 2001/104**

Thank you for your letter dated 26 February 2001 regarding the financial documents of the abovenamed branch for the years ended 30 June 1999 and 2000.

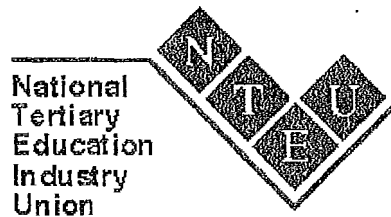
Your comments about the timescale you propose to adopt for the lodgement of the documents have been noted.

I look forward to the lodgement of the outstanding documents in due course.

If you wish to discuss this letter you may contact me on (03) 8661 7787.

Yours sincerely

Clency Lapierre
Statutory Services Branch
9 March 2001

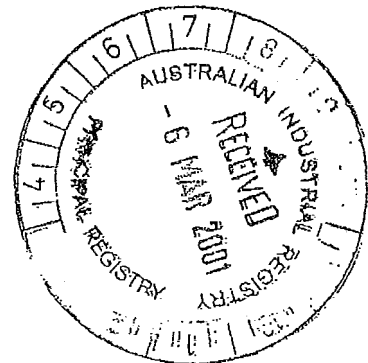


Central Queensland University Branch

Rockhampton, QM 4702 E-mail: NTEU-CQU@CQU.EDU.AU

Australian Industrial Registry
GPO Box 1994S
Melbourne VIC 3001

RE: Outstanding Financial Documents
Workplace Relations Act 1996
M No. 30101 of 2000
CL/283VUCQ/M30101/00



Attention: Clency Lapierre

26th February 2001

Dear Clency

Thank you for your letter dated 27th September 2000.

Please accept my sincere apologies for the delay in responding to your letter.

Accounts are currently being prepared for the period ended 30th June 1999 and 30th June 2000 and will be submitted in accordance with statutory requirements.

Our accounts will also be independently audited.

All necessary documentation is expected to be completed by mid March 2001.

Should you have any further queries, please do not hesitate to contact our treasurer,

Yours faithfully

Dan Coughlan
Secretary
NTEU (Local Branch)



AUSTRALIAN INDUSTRIAL REGISTRY

Level 36, Nauru House
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994S, Melbourne, VIC 3001
Telephone: (03) 8661 7777
Fax: (03) 9654 6812

Ms. B. Williams
National Tertiary Education Industry Union
Queensland Division
Room 3, First Floor
Murri Mura Centre
27 Cordelia Street
SOUTH BRISBANE QLD 4101

Dear Barbara,

Re: National Tertiary Education Industry Union - Financial returns

Please find attached for your information a copy of my letters of 24 August 2000 in relation to the financial returns of the Central Queensland University Branch for the year ended 30 June 1998 and the Queensland University of Technology Branch for the year ended 30 June 1999.

Thank you for your co-operation in relation to these matters.

Yours sincerely,

Larry Powell
Statutory Services Branch

25 August 2000