



14 September 2016

Mr Derek Schoen
President
NSW Farmers' Industrial Association
PO Box 450
ST LEONARDS NSW 1590

Cc: Ms Gracia Kusama – Industrial Relations Manager

Dear Mr Schoen,

Notification of changes to records (s233(2) Fair Work (Registered Organisations) Act 2009 - NSW Farmers' Industrial Association [AR2016/103]

I acknowledge receipt on 8 September 2016 of your Declaration and notification pursuant to subsection 233(2) of the *Fair Work (Registered Organisations) Act 2009*.

The documents have been filed. I take this opportunity to draw your attention to the organisation's rule 29A which requires each new office-holder with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office.

Yours sincerely

Stephen Kellett
Senior Adviser
Regulatory Compliance Branch

From: KELLETT, Stephen
Sent: Wednesday, 14 September 2016 10:43 AM
To: 'kusumag@nswfarmers.org.au'
Subject: Attention Mr Derek Schoen - notification of changes - s233(2) - filing

Dear Ms Kusama,

Please see attached my letter in relation to the above.

Yours faithfully

STEPHEN KELLETT
Regulatory Compliance Branch
FAIR WORK COMMISSION

80 William Street
EAST SYDNEY NSW 2011

(ph) (02) 6746 3283
(mob.) 0429 462 979
(email) stephen.kellett@fwc.gov



NFIA AR2016-103
acknowledgement_nc

From: Gracia Kusuma [<mailto:kusumag@nswfarmers.org.au>]
Sent: Thursday, 8 September 2016 9:16 AM
To: Orgs
Subject: Notification of changes

Dear Sir / Madam,

Please find attached notification of changes to NSW Farmers (Industrial) Association's Executive Committee.

Should you require further clarifications, please do not hesitate to contact me on the details below.

Kind regards,

Gracia Kusuma | NSW Farmers | Industrial Relations Manager

T: 02 9478 1083 | F: 02 8282 4500 | kusumag@nswfarmers.org.au | www.nswfarmers.org.au



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Notification of
changes to records.pr



Industrial Association

The General Manager
Fair Work Commission
Level 8, Terrace Tower
80 William Street
East Sydney, NSW, 2011

Dear General Manager,

RE: NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009*

I, Derek Schoen of [REDACTED], am the President of the NSW Farmers (Industrial) Association declare the following:

1. I am authorised to make this declaration.
2. A list of changes to offices and the names, postal addresses of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.
3. Annexure A is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), and (c) of the *Fair Work (Registered Organisations) Act 2009*:

A handwritten signature in black ink, appearing to read 'D. Schoen'.

Derek Schoen

6 September 2016

NSW Farmers' Industrial Association

ABN 49 058 101 237 PO Box 459 St Leonards NSW 1590 Level 6 35 Chandos Street St Leonards NSW 2065
Member Service Centre 1300 794 000 T 02 9478 1000 F 02 8282 4500 www.nswfarmers.org.au



Industrial
Association

1. ANNEXURE A

Changes to Offices and Office Holders in the Organisation

Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder
12.07.2016	Vice President	Mark Horan	Vacant	
12.07.2016	Treasurer	David Clarke	Peter Wilson	
12.07.2016	Executive Committee Member	Wayne Dunford	Rebecca Reardon	
12.07.2016	Executive Committee Member	Richard Chamen	Lisa Minogue	
12.07.2016	Executive Committee Member	Peter Wilson	Paul Shoker	
25.08.2016	Vice President	Vacant	James Jackson	
25.08.2016	Executive Committee Member	James Jackson	Vacant	
25.08.2016	Executive Committee Member	Vacant	Mark Horan	

NSW Farmers' Industrial Association

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FAIR WORK
COMMISSION

5 April 2016

Mr Matthew Brand
Chief Executive
NSW Farmers (Industrial) Association

By email: kusumag@nswfarmers.org.au

Dear Mr Brand,

Re: Lodgement of Annual Return of Information – NSW Farmers (Industrial) Association – Fair Work (Registered Organisations) Act 2009 (AR2016/103)

I acknowledge receipt on 29 March 2016 of your declaration and accompanying information pursuant to sub-section 233(1) of the *Fair Work (Registered Organisations) Act 2009*.

The documents lodged cover the required information for the 2016 Annual return of information for the organisation, and the documents have been filed.

Notifications of Change

Any changes to these records must be notified to the Commission within 35 days of the change. A template Notification of Change Declaration is available on the [fact-sheets](#) page of our website. The organisation is encouraged to use this template if any changes occur.

Yours sincerely

Stephen Kellett
Senior Adviser
Regulatory Compliance Branch

From: KELLETT, Stephen
Sent: Tuesday, 5 April 2016 8:48 AM
To: 'kusumag@nswfarmers.org.au'
Subject: Attention Mr Matthew Brand - Annual return - filing

Dear Ms Kusama,

Please see attached my letter in relation to the above.

Yours sincerely

STEPHEN KELLETT
Regulatory Compliance Branch
FAIR WORK COMMISSION

80 William Street
EAST SYDNEY NSW 2011

(ph) (02) 6746 3283
(email) stephen.kellett@fwc.gov.au



NFIA AR2016 103
(final).pdf

From: Gracia Kusuma [<mailto:kusumag@nswfarmers.org.au>]

Sent: Tuesday, 29 March 2016 8:34 AM

To: Orgs

Subject: SK - ON CMS - AR2016/103 - NSW Farmers (Industrial) Association annual report

Dear Sir/Madam,

Please find attached annual report for NSW Farmers (Industrial) Association pursuant to s.230 of the *Fair Work (Registered Organisations) Act*.

Should you require any further information, please do not hesitate to contact me on the details below.

Kind regards,

Gracia Kusuma | NSW Farmers | Industrial Relations Manager

T: 02 9478 1083 | F: 02 8282 4500 | kusumag@nswfarmers.org.au | www.nswfarmers.org.au



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Annual Return
Declaration 2016.pdf



Industrial Association

23 March 2016

The General Manager
Fair Work Commission
Level 8, Terrace Tower
80 William Street
East Sydney NSW 2011

BY EMAIL: orgs@fwc.gov.au

Dear General Manager,

I, Matt Brand, being the Chief Executive of the NSW Farmers' (Industrial) Association do hereby declare and affirm, that the particulars below are a true and correct statement of information contained in the records of the Association as required to be kept under s.230 of the *Fair Work (Registered Organisations) Act* (the "RO Act"):

▪ **MAINTENANCE OF REGISTER OF MEMBERS**

The register of members has, during the year ending 31 December 2015, been kept and maintained as required by s.230(1)(a) and s.230(2) of the RO Act.

▪ **NSW FARMERS' (INDUSTRIAL) ASSOCIATION LIST OF OFFICES**

- President
- Vice – President
- Treasurer
- Members of the Executive Committee (6)
- Trustee
- Chief Executive

▪ **LIST OF OFFICEHOLDERS INCLUDING NAME, POSTAL ADDRESS AND OCCUPATION**

PRESIDENT
Derek Schoen

[REDACTED]

Farmer

VICE-PRESIDENT
Mark Horan

[REDACTED]

Farmer

NSW Farmers' (Industrial) Association

PO Box 459 St Leonards NSW 1590 Level 6 35 Chandos Street St Leonards NSW 2065
Member Service Centre 1300 794 000 T 02 9478 1000 F 02 8282 4500 www.nswfarmers.org.au



Industrial Association

TREASURER

David Clarke

[REDACTED]

Farmer

COMMITTEE MEMBER

Mitchell Clapham

[REDACTED]

Farmer

COMMITTEE MEMBER

Helen J Dalton

[REDACTED]

Farmer

COMMITTEE MEMBER

James Jackson

[REDACTED]

Farmer

TRUSTEE

NSW Farmers' Superannuation Company Pty Limited

GPO Box 1068

SYDNEY NSW 2001

COMMITTEE MEMBER

Wayne Dunford

[REDACTED] 876

Farmer

COMMITTEE MEMBER

Richard Chamen

[REDACTED]

Farmer

COMMITTEE MEMBER

Peter Wilson

[REDACTED]

Farmer

CHIEF EXECUTIVE

Matthew Brand

NSW Farmers' Industrial Association

GPO Box 459

ST LEONARDS NSW 1590

▪ **LIST OF NEW, OLD AND EXISTING BRANCHES**

NSW Farmers' (industrial) Association does not have any branches.

▪ **ADDRESS OF THE ORGANISATION**

Level 6
35 Chandos Street
ST LEONARDS NSW 2000

Telephone: 02 9478 1000
Facsimile: 02 8282 4500
Email: industrial@nswfarmers.org.au

NSW Farmers' (Industrial) Association

PO Box 459 St Leonards NSW 1590 Level 6 35 Chandos Street St Leonards NSW 2065
Member Service Centre 1300 794 000 T 02 9478 1000 F 02 8282 4500 www.nswfarmers.org.au



Industrial Association

- **RECORD OF EACH ELECTION THAT MUST, UNDER THE RULES OF THE ORGANISATION, BE HELD DURING THE YEAR COMMENCING 1 JANUARY 2016**

The election of office-bearers and committee members of the NSW Farmers (Industrial) Association will take place at the Association's Annual General meeting on 19 to 21 July 2016.

- **STATEMENT CONCERNING NUMBER OF MEMBERS**

The NSW Farmers' (Industrial) Association had 4491 members on 31 December 2015.

I make this solemn declaration as to the matters aforesaid, according to the law in this behalf made and subject to the punishment by law providing for any willfully false statement in any such declaration.

A handwritten signature in blue ink, appearing to read 'M. Brand', written over a horizontal line.

Matt Brand
CHIEF EXECUTIVE

23 March 2016

NSW Farmers' (Industrial) Association

PO Box 459 St Leonards NSW 1590 Level 6 35 Chandos Street St Leonards NSW 2065
Member Service Centre 1300 794 000 T 02 9478 1000 F 02 8282 4500 www.nswfarmers.org.au



11 March 2016

Mr Allan James Peter
NSW Farmers' (Industrial) Association
By email: industrial@nswfarmers.org.au

Dear Mr Peter,

**NSW Farmers' (Industrial) Association
Annual Return of Information for 2016 [AR2016/103]**

I refer to our letter dated 10 February 2016 reminding you of the obligation to lodge an Annual Return of Information for 2016 by **31 March 2016**. While the organisation has until the end of the month in which to lodge the information, we provide the following as a second and final reminder. Please ignore this letter if you have lodged the Annual Return in the last few days.

A signed and dated declaration certifying matters prescribed in the Fair Work (Registered Organisations) Act 2009 (the RO Act) must be lodged with the Fair Work Commission (the Commission) by that date. The matters to be included in the declaration are set out in the attached checklist.

The declaration must be signed by the Secretary, or where applicable, such other elected official who is required under the rules or by resolution of the organisation, to keep the relevant records (other prescribed officer). A declaration signed by a non-elected person does not meet this requirement. Further, you are reminded that the Secretary or other prescribed officer must also notify the Commission within 35 days of any changes to such records that may occur throughout the year.

If you require further information about an Annual Return you can refer to the '[Annual Information Requirements](#)' page on our website and, in particular, our Webinar slides.

Once an Annual Return has been lodged, a copy will be posted on our website at [List of Registered Organisations](#). Therefore, to protect the privacy of the relevant office holders listed in the declarations, it is recommended that officers list their official mailing address rather than personal home address.

We encourage you to lodge all returns electronically (e.g. as a pdf file) at orgs@fwc.gov.au. Please ensure that emailed documents include signatures where required.

Please note: failure to comply with these obligations is subject to a civil penalty provision (up to \$54,000 for a body corporate and \$10,800 for an individual per contravention), under s.305 of the RO Act. Finally, in maintaining the register of members, your attention is drawn to the circumstances where membership ceases to exist (s.230(2)(b) and s.171A of the RO Act).

Please do not hesitate to contact the Commission by phone on (03) 8661 7777 or by e-mail at orgs@fwc.gov.au if you wish to discuss the requirements outlined in this correspondence.

Yours sincerely,

Anastasia Kyriakidis
Adviser
Regulatory Compliance Branch

11 Exhibition Street
Melbourne VIC 3000
GPO Box 1994
Melbourne VIC 3001

Telephone: (03) 8661 7777
Email : orgs@fwc.gov.au
Internet : www.fwc.gov.au

Obligation to lodge Annual Return of Information by 31 March

For full details see ss.230-233 of the *Fair Work (Registered Organisations) Act 2009* (the RO Act), and rr.147-151 of the *Fair Work (Registered Organisations) Regulations 2009* (the RO Regulations).

A copy of each of the following records must be lodged with the Fair Work Commission (the Commission) between 1 January and 31 March each year. They must be certified by a declaration stating that it is a correct statement of the information contained in that record, signed by the Secretary or such other elected official who is required under the rules, or by resolution of the organisation, to keep the relevant records (**other prescribed officer** see r.150 of the RO Regulations).

Failure to comply with these obligations is subject to a civil penalty provision – see s.305 of the RO Act.

Requirement	Details of requirement
Maintenance of Register of Members	A declaration by the Secretary or other prescribed officer certifying that the register of members has, during the immediately preceding calendar year, been kept and maintained as required by ss.230(1)(a) and (2) [s.233(1)(a)] Note: In maintaining the register of members, your attention is drawn to s.171A of the RO Act that outlines the circumstances where membership ceases to exist.
List of Offices	A list of the offices in the organisation and each branch (note the definition of office and officer in ss.6 and 9) [s.230(1)(b)]
List of Office holders	A list of the names, postal addresses and occupations of the persons holding the offices (note the definition of office and officer in ss.6 and 9) [s.230(1)(c)]
List of Branches	A record of the name of each branch of the organisation [s.230(1)(d) and r.147(a)]
New Branches	A record of the name of each branch that commenced operation in the previous 12 months [s.230(1)(d) and r.147(b)]
Old Branches	A record of the name of each branch that ceased operation in the previous 12 months [s.230(1)(d) and r.147(c)]
Addresses of Organisation and Branches	A record of the address of the office of the organisation and the address of the office of each branch [s.230(1)(d) and r.147(d)]
Elections in Organisation and Branches	A record of each election that must, under the rules of the organisation, be held during the year commencing 1 January of the year in which the return is lodged, for any offices in the organisation and branches of the organisation . [s.230(1)(d) and r.147(e)] Note: this provision does not relieve an organisation or branch from the separate requirement to lodge prescribed information prior to each election, as required by s.189 of the RO Act
Statement concerning number of members	A record of the number of members on 31 December in the previous year; and If the organisation has entered into an agreement relating to members of State unions under s.151(1) of the RO Act,- a record of the number of members of the organisation who were (on 31 December in the previous year) ineligible State members in relation to the organisation within the meaning of s.150 of the RO Act. [s.230(1)(d) and rr.147(f) and (g)]

Obligation to notify of changes within 35 days

If there are any changes during the year to the offices, officeholders, branches (where relevant) or the address of the organisation and/or its branches an organisation must, within 35 days of the change, lodge with the Commission, a notification of such changes certified by declaration signed by the secretary or other prescribed officer of the organisation to be a correct statement of the changes made [RO Act s.233(2) and RO Regulations r.151 refer].



10 February 2016

Mr Matthew Brand
Chief Executive Officer
NSW Farmers' (Industrial) Association

By email: industrial@nswfarmers.com.au

Dear Mr Peter,

**NSW Farmers' (Industrial) Association
Annual Return of Information for 2016 [AR2016/103]**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for 2016 in respect of the NSW Farmers' (Industrial) Association by **31 March 2016**.

A signed and dated declaration certifying matters prescribed in the *Fair Work (Registered Organisations) Act 2009* (the RO Act) must be lodged with the Fair Work Commission (the Commission) by that date. The matters to be included in the declaration are set out in the attached checklist.

The declaration must be signed by the Secretary, or where applicable, such other elected official who is required under the rules or by resolution of the organisation, to keep the relevant records (other prescribed officer). A declaration signed by a non-elected person does not meet this requirement. Further, you are reminded that the Secretary or other prescribed officer must also notify the Commission within 35 days of any changes to such records that may occur throughout the year.

As previously advised, section 233 places the onus of lodgement on the organisation and not on each individual branch. It is therefore the national body that is obliged to collate and lodge all of the required information. Annual Return templates are available on the Commission website at [Registered Organisations fact sheets](#), one for an [organisation with branches](#) and one for an [organisation without branches](#).

Once an Annual Return has been lodged, a copy will be posted on our website at [List of Registered Organisations](#). Therefore, to protect the privacy of the relevant office holders listed in the declarations, it is recommended that officers list their official mailing address rather than personal home address.

We encourage you to lodge all returns electronically (e.g. as a pdf file) at orgs@fwc.gov.au. Please ensure that emailed documents include signatures where required.

Please note: failure to comply with these obligations is subject to a civil penalty provision (up to \$54,000 for a body corporate and \$10,800 for an individual per contravention), under s.305 of the RO Act. Finally, in maintaining the register of members, your attention is drawn to the circumstances where membership ceases to exist (s.230(2)(b) and s.171A of the RO Act).

Please do not hesitate to contact the Commission by phone on (03) 8661 7777 or by e-mail at orgs@fwc.gov.au if you wish to discuss the requirements outlined in this correspondence.

Yours sincerely,

Anastasia Kyriakidis
Assistant Adviser
Regulatory Compliance Branch

Obligation to lodge Annual Return of Information by 31 March

For full details see ss.230-233 of the *Fair Work (Registered Organisations) Act 2009* (the RO Act), and rr.147-151 of the *Fair Work (Registered Organisations) Regulations 2009* (the RO Regulations).

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Failure to comply with these obligations is subject to a civil penalty provision – see s.305 of the RO Act.

Requirement	Details of requirement
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List of Branches	A record of the name of each branch of the organisation [s.230(1)(d) and r.147(a)]
New Branches	A record of the name of each branch that commenced operation in the previous 12 months [s.230(1)(d) and r.147(b)]
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Addresses of Organisation and Branches	A record of the address of the office of the organisation and the address of the office of each branch [s.230(1)(d) and r.147(d)]
Elections in Organisation and Branches	A record of each election that must, under the rules of the organisation, be held during the year commencing 1 January of the year in which the return is lodged, for any offices in the organisation and branches of the organisation . [s.230(1)(d) and r.147(e)] Note: this provision does not relieve an organisation or branch from the separate requirement to lodge prescribed information prior to each election, as required by s.189 of the RO Act
Statement concerning number of members	A record of the number of members on 31 December in the previous year; and If the organisation has entered into an agreement relating to members of State unions under s.151(1) of the RO Act,- a record of the number of members of the organisation who were (on 31 December in the previous year) ineligible State members in relation to the organisation within the meaning of s.150 of the RO Act. [s.230(1)(d) and rr.147(f) and (g)]

Obligation to notify of changes within 35 days

If there are any changes during the year to the offices, officeholders, branches (where relevant) or the address of the organisation and/or its branches an organisation must, within 35 days of the change, lodge with the Commission, a notification of such changes certified by declaration signed by the secretary or other prescribed officer of the organisation to be a correct statement of the changes made [RO Act s.233(2) and RO Regulations r.151 refer].