



20 September 2017

Mr Mark Burgess
Chief Executive Officer
Police Federation of Australia
pfa@pfa.org.au

Dear Mr Burgess,

Reminder of actions required when persons elected to office

The Australian Electoral Commission has provided the Registered Organisations Commission (the ROC) a declaration of results for the election of uncontested offices for Federal Branch [E2017/135]. This letter is a reminder of certain obligations imposed on organisations and on persons elected to office.

A notice must be published on the organisation's website

The organisation or branch must publish on its website a notice that a copy of the report is available from the organisation, branch or the AEC on request. The notice must be kept on the website for a period of at least 3 months (see regulation 141 of the Fair Work (Registered Organisations) Regulations 2009).

Holders of office required to undertake approved training

Section 293K of the *Fair Work (Registered Organisations) Act 2009* (the RO Act) requires each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe. Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which are provided for in the RO Act.

Organisation must notify the Commission of changes

Also, section 233(2) of the RO Act requires that an organisation must notify the Commission **within 35 days of any changes** to the holders of office in the organisation. **If there are no changes a notification is not required.** If the election has resulted in **any changes** to the holders of office, the Police Federation of Australia must notify the Commission of these changes. In particular, please advise:

1. Person(s) who have ceased to hold office:
 - the name of the office vacated;
 - the date of the change of office holder; and
 - the name of the person vacating the office.

2. Person(s) who have commenced to hold office:
 - the name of the office now held;
 - the date of the change of office holder;
 - the name of the person now holding the office;
 - the postal address of the person (generally the postal address of the organisation); and

- the occupation of the person now holding the office.

The notification must include a declaration by the Secretary (or other prescribed officer) that the information is a correct statement of the changes made. A template notification of changes, which may assist you, is attached. If any change does not apply until a date in the future, you do not need to notify until then (e.g. AGM, 1 January, 2nd Monday in March). If you have already lodged this information, please disregard this reminder.

Regards

Christine Hibberd
Registered Organisations Commission

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, [NAME], being the [OFFICER] of the [ORGANISATION NAME], declare the following:

1. I am authorised to make this declaration.
2. The following 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), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:

[delete all that do not apply]

- On [DATE] the address of the organisation changed to [STREET ADDRESS].¹
- On [DATE] the name and/or address of a branch[es] of the organisation changed to:²
 1. *[include OLD name and address and NEW name and address of every branch that has changed]*
 2. ...
- A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.
- On [DATE] the following branch[es]:³
 - COMMENCED operation:
 1. *[include name of each new branch]*
 2. ...
 - CEASED operation:
 1. *[include name of each closed branch]*

¹ s.230(1)(d); reg.147(d)

² s.230(1)(d); reg.147(a) & (d)

³ s.230(1)(d); reg.147(b) & (c)

2. ...

Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

Dated: [DATE]

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to regorgs@roc.gov.au.]*

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

Branch	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	Occupation of <u>New</u> Office Holder
<i>National</i>	<i>1.1.2014</i>	<i>Secretary</i>	<i>Full Name</i>	<i>Full Name</i>	<i>c/- the Registered Organisation, postal address of Registered Organisation</i>	<i>Paid official</i>
	<i>25.12.2013</i>	<i>President</i>	<i>vacant</i>	<i>Full Name</i>	<i>As above</i>	<i>mechanic</i>
<i>...</i>						
<i>NSW</i>	<i>1.1.2014 (resigned) 7.1.2014 (appointed)</i>	<i>President</i>	<i>Full Name</i>	<i>Full Name</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>mechanic</i>
		<i>Committee of Management Member</i>	<i>Full Name</i>	<i>Full Name</i>	<i>As above</i>	<i>mechanic</i>
		<i>Treasurer</i>	<i>Full Name</i>	<i>vacant</i>	<i>vacant</i>	<i>vacant</i>
<i>...</i>						

Post-Election Report

Police Federation of Australia

E2017/135



AEC

Australian Electoral Commission

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Election(s) Covered in this Report

Election Decision No/s: E2017/135

Rules

Rules used for the election: [200V: Incorporates alternations of 8/08/2017 in matter R2017/76

Rules difficult to apply/interpret: None
Module Rule reference (if any) N/A

Roll of Voters

Offices not contested

Total number of voters on the Roll:
Number of apparent workplace addresses:

Number of non-current addresses:

Other matters pertaining to the roll of voters:

Irregularities

Details of written allegations of irregularities, and action taken by AEC:

Other irregularities identified, and action taken:

Other Matters

Attachments

- 1) Declaration of result for Uncontested Office (2)



Rhys Richards
Returning Officer

15 September 2017

Police Federation of Australia Federal Officers

Declaration of Results for Uncontested Offices

E2017/135

Below are the results of the election for the following offices, conducted in accordance with the provisions of the *Fair Work (Registered Organisations) Act 2009* and the rules of the organisation.

Federal President

Candidates

CARROLL, Mark

Federal Vice Presidents (2)

Candidates

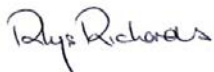
LEAVERS, Ian
WEBER, Scott

Federal Treasurer

Candidates

LAIRD, John

As the number of nominations accepted did not exceed the number of positions to be filled, I declare the above candidates elected.



Rhys Richards
Returning Officer

14 September 2017

Police Federation of Australia Federal Executive Members

Declaration of Results for Uncontested Offices

E2017/135

Below are the results of the election for the following offices, conducted in accordance with the provisions of the *Fair Work (Registered Organisations) Act 2009* and the rules of the organisation.

Federal Executive Members (8)

Candidates

ALLEN, Patrick
CARROLL, Mark
LAIRD, John
LEAVERS, Ian
MCCUE, Paul
SMITH, Angela
TILBURY, George
WEBER, Scott

As the number of nominations accepted did not exceed the number of positions to be filled, I declare the above candidates elected.



Rhys Richards
Returning Officer
14 September 2017



DECISION

Fair Work (Registered Organisations) Act 2009
s.189—Arrangement for conduct of an election

Police Federation of Australia
(E2017/135)

MR ENRIGHT

MELBOURNE, 23 JUNE 2017

Arrangement for conduct of election.

[1] On 9 May 2017 the Police Federation of Australia lodged with the Registered Organisations Commission prescribed information for an election to fill the following offices:

Federal Executive Members (8)

Federal President
Federal Vice Presidents (2)
Federal Treasurer

[2] I am satisfied that an election for the abovenamed offices is required to be held under the rules of the organisation and, under subsection 189(3) of the *Fair Work (Registered Organisations) Act 2009*, I am making arrangements for the conduct of the election by the Australian Electoral Commission.



DELEGATE OF THE COMMISSIONER

Printed by authority of the Commonwealth Government Printer

<Price code A, PR350742>



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The National Voice of Policing

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9 May 2017

Mr Mark Bielecki
Commissioner
Registered Organisations Commission
GPO Box 2983
MELBOURNE VIC 3001

Dear Mr Bielecki

**RE: Elections under S.189 of the Fair Work (Registered Organisations) Act
2009**

I am writing to seek arrangements to be made for the conduct of elections for the following officers of the Police Federation of Australia:

Federal Executive members	(8)
Federal President	(1)
Federal Vice Presidents	(2)
Federal Treasurer	(1)

I attach a statement, signed by an officer of the organisation, providing the information required under s.189 of the Fair Work (Registered Organisations) Act 2009.

Please note that the Police Federation of Australia (PFA) 2017 Annual Federal Council meeting will be held on 7 and 8 September 2017 at The Hotel Realm in Canberra.

I look forward to hearing from you soon.

Yours sincerely

A handwritten signature in black ink that reads 'Mark Burgess'.

Mark Burgess
Chief Executive Officer



Police Federation
of Australia

The National Voice of Policing

**PRESCRIBED INFORMATION IN RESPECT OF ELECTION
– S.189 of the Fair Work (Registered Organisations) Act 2009**

I am an officer of the Police Federation of Australia and am authorised to sign this statement, which is lodged in accordance with s.189 of the Fair Work (Registered Organisations) Act 2009.

1. The office in respect of which the elections are required are:

The election of Federal Office holders –
 - a) The election of eight (8) Federal Executive Members as per Rule 20 (a) (i) by and from members of the Federal Council as outlined in Rule 14;
 - b) The election of Federal President, two (2) Federal Vice Presidents and Federal Treasurer as per Rule 20 (a) (ii).

2. The reason for which the elections are required is that the Federal Council will meet in Canberra on 7th and 8th September 2017 as per resolution of the 2016 Council Meeting and the terms of office will expire at that meeting.

3. The electorate for the elections are:
 - a) For the Federal Executive the electorate is the Federal Council as per Rule 20 (a) (i);
 - b) For the Federal President, Federal Vice Presidents and Federal Treasurer the electorate is the Federal Executive as per Rule 20 (a) (ii).

4. The date and time that nominations open and close are at the commencement of the afternoon session on the second day of the Council meeting as per Rule 21 (c) (i) (ie. 8th September).

5. The voting system to be used in the conduct of the elections is the collegiate voting system.



Mark Carroll
President, Police Federation of Australia
9 May 2017