



FAIR WORK
AUSTRALIA

3 May 2011

Ms Susan Anne Heaney
National President
Printing Industries Association of Australia
PO BOX 234
AUBURN NSW 1835

Dear Ms Heaney

Annual Return of Information Contained In Records Kept By Organisation – AR2011/2549

Fair Work Australia has received your declaration dated 15 March 2011 providing information in accordance with subsection 233 of the *Fair Work (Registered Organisations) Act 2009*. The documents were lodged on 30 March, 5 April and 3 May 2011 respectively.

The documents lodged cover the following information:

- Number of members as at 31 December 2010.
- Declaration that the register of members was maintained as required by s230.
- List of offices of the organisation and of the persons holding those offices.
- The address of the offices of the organisation.
- A statement regarding the elections which are not due to be held during 2011.

These documents meet the requirements of the *Fair Work (Registered Organisations) Act 2009* and have now been filed.

Yours sincerely

Michael Moutevelis
Fair Work Australia

MOUVEVELIS, Michael

From: Nancy Abeyakoon [nancy@printnet.com.au]
Sent: Tuesday, 3 May 2011 10:31 AM
To: RIA Sydney
Subject: FW: Regional Councillors 2010 - PIAA
Attachments: Regional Councillors 2010.xlsx

Dear Michael

Please find attached the details as requested . Let me know if you have any queries .

Kind Regards

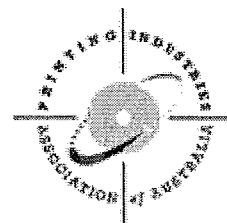
Nancy

Nancy Abeyakoon | Financial Controller

Phone: (02) 8789 7340
Mobile: 0425 500 148
Email: nancy@printnet.com.au
Website: www.printnet.com.au



**Sustainable
Green Print**



PRINTING INDUSTRIES ASSOCIATION OF AUSTRALIA
25 South Parade Auburn NSW 2144 | ABN 84 720 646 451 | Fax: (02) 8789 7387

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Regional Councillors 2010						
State	Name	Council Position	Company	Company Title	Address	Phone
ACT	Phil Abbott	Deputy President	Goanna Print Pty Ltd	Managing Director	Unit 11, 151-155 Gladston St Fyshwick, ACT 2609	02 6239 1208
	Kieran May	President	New Millennium Print	Director	Unit 1, 38 Kembla Street Fyshwick, ACT 2609	02 6280 8820
	Sean O'Neil	Honorary Secretary/Treasurer	Blue Star Print Group Australia	General Manager	Pirie Street Fyshwick, ACT 2609	02 6280 7477
NSW	Alex Azzopardi		Impress Colour	Managing Director	P O BOX 6171 Wetherill Park, NSW 2164	02 9604 8711
	Peter Carrigan	President	Nominated by Lighthouse Press	Retired General Manager	██████████ ██████████	
	Tony Dedda		Hannanprint NSW Pty Ltd	Managing Director	Locked Bag 5005 Alexandria, NSW 2015	02 9677 4318
	Peter Franc		Contact & Clarendon Printing	Director	4/175 Gibbes Street Chatswood, NSW 2057	02 9417 8555
	Paul Richardson		Lindsay Yate & Partners	Managing Director	4 George Place Artarmon, NSW 2064	02 9420 5500
	Chris Segart	Honorary Secretary/Treasurer	Permanent Press Printers Pty Ltd	Managing Director	11/175 Gibbes Street Chatswood, NSW 2067	02 9882 2288
	Sue Threlfo		Fuji Xerox Australia	Business Manager Graphic Arts	101 Waterloo Road North Ryde	02 9846 5822
	Rick Wickramasinghe		ProPrint Group	General Manager	PO Box 331 Enmore, NSW 2042	02 9564 3766
	QLD	Martin Bamforth	Honorary Secretary/Treasurer	Colourwise Reproductions	Director	300 Ann Street Brisbane, QLD 4000
Chris Butterworth			Elite Finishers Pty Ltd	Production Manager	40 Basalt Street Geebung QLD 4034	07 3865 6767
Joe Clouston			The Printing Office	Manager	109 Holt Street Eagle Farm, QLD 4009	07 3268 8888
Tom Eckersley			Print Approach Pty Ltd	Chief Executive Officer	1123 Beaudesert Road Brisbane, QLD 4110	07 3275 4681
Stephen Gell			The Buckner Group	Chief Executive Officer	71 Basalt Street Geebung, QLD 4034	07 3865 9677
Susan Heaney			Heaneys Performers in Print	Managing Director	PO Box 5112 Gold Coast MC QLD 9726	07 5539 4911
Tony Ivers			PMP Limited	State Sales Manager	24 Industrial Avenue Wacol, QLD 4076	07 3275 9200

Regional Councillors 2010

State	Name	Council Position	Company	Company Title	Address	Phone
	Walter Kuhn		Kuhn Corp Press	Chief Executive Officer	2/36 Kingtel Place Geebung, QLD 4034	07 3265 2888
	Ashley Petfield	President	Kwik Kopy Printing	Manager	229 Elizabeth St Brisbane QLD 4000	07 3229 9988
	Dale Streten		JT Press	Sales & Marketing Manager	Cnr High & Oleander Streets Redcliffe QLD 4020	07 3283 0100
SA	Shaun Barclay		Cadillac Printing	General Manager	PO Box 211 Plympton, SA 5037	08 8294 2399
	John Barker		Graphic Print Group	Managing Director	10-14 Kingston Ave, Richmond SA 5033	08 8443 8011
	Carolyn Cagney	President	fivestargrafx	Managing Director	262 Marion Road Regency Park SA 5037	08 8104 6900
	Tony Coleman		Coleman Printing	Managing Director	GPO Box 352 Darwin SA 0801	08 8982 4000
	Barry Davis		Hyde Park Press	Managing Director	PO Box 183 Marleston SA 5033	08 8234 2044
	Peter Lane OAM (SA)		Lane Print Group	Managing Director	101-105 Mooringe Ave Camden Park SA 5038	08 8376 1188
	Steve Lewis		Digital Print Australia	Director	135 Gilles Street SA 5000	08 8232 3404
	Steve Osborne	Honorary Secretary/Treasurer	Finsbury Printing	Chief Operating Officer	1A South Road Thebarton, SA 5031	08 8234 8000
TAS	Jim Atkinson		Print Related Consultancy	Director	503 Sandy Bay Road Sandy Bay, TAS 7005	03 6225 1806
	Adam Colgrave		Spicers Paper	Regional Manager	13 Lampton Avenue Derwent Park, TAS 7009	03 6272 5333
	Martin Guilliame (TAS)	Honorary Secretary/Treasurer	Print Centre Tasmania Pty Ltd	Director	12-16 Bathurst Street Hobart, TAS 7000	03 6231 1700
	Peter Johns		Print Applied Technology	General Manager	33 Innovation Drive Dowsing Point, TAS 7010	03 6233 3168
	Ian Jones		CPI Group	Sales Manager	51 Charles Street, Moonah, TAS 7001	03 6272 1274
	Peter McLeod	Vice President	Print Mail Logistics	Manager	GPO Box 1618 Hobart, TAS 7001	03 6220 8444

Regional Councillors 2010

State	Name	Council Position	Company	Company Title	Address	Phone
	Gary Nilsson		Geon Group	General Manager	5-7 Bowen Road Moonah TAS 7009	03 6232 2131
	Danny Roach		Monotone Art Printers Pty Ltd	Production Manager	GPO Box 424, Hobart, TAS 7000	03 6246 1444
	Fiona Van Worp		Harris Print	Director	13 Durham Road Cooee TAS 7320	
	Robert Winterbottom	President	Whatsinaname Tasmania	Proprietor	PO Box 4550, Bathurst Street Hobart TAS 7000	03 6231 3525
VIC	Alan Ferguson	Vice President	The DCP Group	Part Owner	66-70 Young Street Drouin, VIC 3818	03 5625 1526
	Chris Gander	Honorary Secretary/Treasurer	JDA Print Recruitment	Consultant	31 Heatherdale Road, Ringwood VIC 3134	1300 799 245
	Ray Keen	President	Print Graphics Pty Ltd.	Managing Director	14 Hardner Road Mt Waverley VIC 3149	03 9562 9600
	Daniel Lewin		Sands Print Group	Director	Cnr Boundry Road & West Park Derrimut VIC 3030	03 9489 1000
	Mike Willis	President	JDP Printing Consultants	General Manager	██████████ ██████████	
WA	Graham Cole		Paperlinx WA	Regional Manager	Private Bag 1 Morley BC WA 6943	08 9376 9144
	Anne Dickinson	Honorary Secretary/Treasurer	Joyland Pty Ltd	Director	PO Box 55 Belmont WA 6104	08 9478 2800
	Chris Eales		Worldwide Online Printing Aust/NZ	National Production Manager	PO Box 181 Cloverdale, WA 6985	08 6266 9200
	Graham Jamieson		Picton Press	General Manager	7 Cleaver Street West Perth WA 6005	08 9238 8677
	Graham Pittaway		Nominted by Supersheen & Rocket Fast Finishing	Retired Managing Director	██████████ ██████████	08 9276 2343
	Violetta Siudek		Format Finishing	Managing Director	19 Golding Street West Perth WA 6005	08 9228 0677
	Ian Smith	Deputy President	Geon Group	General Manager	PO Box 60 Bassendean WA 6054	08 9377 2222

Regional Councillors 2010

State	Name	Council Position	Company	Company Title	Address	Phone
	Graham Young		Quality Press	Director	PO Box 1007 Osborne WA 6917	08 9202 4202

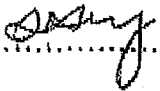
15th March 2011

ANNUAL RETURN OF INFORMATION FOR 2010

I, the undersigned, Susan Anne Heaney advise that I am a prescribed officer of Printing Industries Association of Australia.

1. We have properly maintained a database which comprises the Register of members.
2. Attached is a list of the National Office Bearers marked as attachment 1. A list of Office Bearers for the branches marked as attachment 2.
3. Attached is a list of each branch and address details marked as attachment 3.
4. The Association did not close or open any branch operations during the year.
5. Under the Association rules election of Office Bearers for 2013 will be held in November 2012 with appointments being declared in December 2012.
6. At 31 December 2010 the Association had 1,387 registered members.

I declare that the above information and attachments are correct statements of the information contained in the Associations records.



Susan A Heaney
National President



National Office Bearers

1. National President

Jim Atkinson
Print Related Consultancy
Director
503 Sandy Bay Road
Sandy Bay TAS 7005
Ph: 03 6225 1806
Fax: 08 8340 3533
Mob: 0448303779
Email: james503@bigpond.net.au

2. National Deputy President

Susan Heaney
Heaneys Performers In Print
Managing Director
P O Box 5112
Gold Coast MC QLD 9726
Ph: 07 5539 4911
Fax: 07 5539 4639
Mob: 0415 455 492
Email: s.heaney@hpi.com.au

4. National Honorary Secretary

Peter Lane OAM (SA)
Lane Print Group
Managing Director
101-105 Mooringe Ave
Camden Park SA 5038
Ph: 08 8376 1188
Fax: 08 8376 1044
Mob: 0419 998 826
Email: peter@laneprint.com.au

5. National Honorary Treasurer

Ray Keen
Print Graphics Pty Ltd
Managing Director
14 Hardner Road
Mt Waverley VIC 3149
Ph: 03 9562 9600
Fax: 03 9562 6700
Mob: 0419 759 822
Email: ray@printgraphics.com.au

6. Member

Kieran May
New Millennium Print
Director
Fyshwick ACT 2609
Ph: 02 62808820
Fax: 02 6280 8887
Mob: 0419 976 705
Email: kieranmay@nmprint.com.au

6. Member

Peter Carrigan
Retired General Manager
Nominated by Lighthouse Press
NSW 2225
Ph:
Fax:
Mob: 0417200136
Email: carrigan@inet.net.au

National Council

Atkinson, Jim
Print Related Consultancy
Director
503 Sandy Bay Road
Sandy Bay TAS 7005
Ph: 03 6225 1806
Fax: 08 8340 3533
Mob: 0448303779
Email: james503@bigpond.net.au

Cagney, Carolyn
fivestargrafx
Managing Director
262 Marion Road
Netley SA 5037
Ph: 08 81046900
Fax: 08 81046901
Mob: 0403575301
Email: ccagney@fivestargrafx.com.au

Carrigan, Peter
Retired General Manager
Nominated by Lighthouse Press
[REDACTED]
Ph:
Fax:
Mob: 0417200136
Email: carrigan@lnet.net.au

Franc, Peter
Contact & Clarendon Printing
Director
P O Box 176
Roseville NSW 2069
Ph: 02 9417 8555
Fax: 02 9417 5510
Mob: 0411 223 874
Email: peterfranc@contactprint.com.au

Heaney, Susan
Heaneys Performers In Print
Managing Director
P O Box 5112
Gold Coast MC QLD 9726
Ph: 07 5539 4911
Fax: 07 5539 4639
Mob: 0415 455 492
Email: s.heaney@hpi.com.au

Keen, Ray
Print Graphics Pty Ltd
Managing Director
14 Hardner Road
Mt Waverley VIC 3149
Ph: 03 9562 9600
Fax: 03 9562 6700
Mob: 0419 759 822
Email: ray@printgraphics.com.au

Lane OAM (SA), Peter
Lane Print Group
Managing Director
101-105 Moorings Av/s
Camden Park SA 5038
Ph: 08 8376 1188
Fax: 08 8376 1044
Mob: 0419 998 826
Email: peter@laneprint.com.au

Lewin, Daniel
Sands Print Group
Director
P O Box 73
Deer Park LPO VIC 3023
Ph: 03 9489 1000
Fax: 03 9489 1444
Mob: 0412 544 271
Email: dlewin@sandepprint.com.au

May, Kieran
New Millennium Print
Director
1/38 Kembla Street
Fyshwick ACT 2609
Ph: 02 62808820
Fax: 02 6280 8887
Mob: 0419 976 705
Email: kieranmay@nmprint.com.au

Petfield, Ashley
Kwik Kopy Printing
Manager
GPO Box 2334
Brisbane QLD 4001
Ph: 07 3229 9988
Fax: 07 3221 6219
Mob: 0418 725 547
Email: ashley@brisbane.kwikkopy.com.au

Segaert, Chris
Permanent Press Printers Pty Ltd
Managing Director
PO Box 4088
Castlecrag NSW 2068
Ph: 02 9882 2288
Fax: 02 9882 2009
Mob: 0420301587
Email: code9@ozemail.com.au

Smith, Ian
Geon Group
General Manager
P O Box 60
Bassendean WA 6054
Ph: 08 9377 2222
Fax: 08 9378 2357
Mob: 0439520067
Email: ian.smith@geongroup.com

Willis, Mike
JDP Printing Consultants Ltd
General Manager
[REDACTED]
Ph:
Fax:
Mob: 0402 787 141
Email: comerang@yahoo.com.au



FAIR WORK
AUSTRALIA

5 April 2011

Ms Susan A Heaney
National President
Printing Industries Association of Australia
PO Box 234
Auburn NSW 1835

FAXED

Dear Ms Heaney

**Annual Return of Information Contained In Records Kept By Organisation - Printing
Industries Association of Australia – (AR2011/2549)**

Fair Work Australia has received your declaration dated 15 March 2010 providing information in accordance with subsection 233 of the *Fair Work (Registered Organisations) Act 2009*.

Before the return can be filed Fair Work Australia requires that the declaration be redated to 2011 to reflect the actual year of lodgement.

Also, as per s230(1)(c) of the *Fair Work (Registered Organisations) Act 2009*, the list of the offices holders of the organisation must include the occupations of those office holders. Please amend attachments 1 and 2 accordingly and re-lodge.

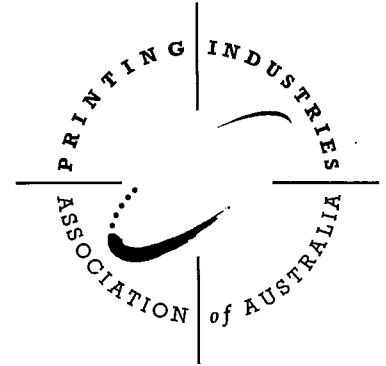
Please do not hesitate to contact me should you require any further information.

Yours sincerely

Michael Moutevelis
Fair Work Australia

28.03.2011

Attention : Stephen Kellett
Statutory Services Branch
Fair Work Australia
Level 8, Terrace Towers
80 William Street
East Sydney NSW 2011.



Printing
Industries
Association of
Australia

Printing Industries Association Of Australia
2010 (FR 2009/10260)


ABN 84 720 646 451

Dear Sir.

I would also like to advise that our Financial Statements for year ended 31 December 2010 have been finalised and will be forwarded to our members in time for the Annual General Meeting which is set down for May 2011.

I'll be lodging the Annual Return information now and the Annual Report which includes the Financial Statements will be sent in May.

Yours Sincerely



Nancy Abeyakoon
Financial Controller

25 South Parade
Auburn NSW 2144
PO Box 234
Auburn NSW 1835
Telephone
(02) 8789 7300
Facsimile
(02) 8789 7387
Toll free
1 800 227 425
E-mail
info@printnet.com.au
WWW
<http://www.printnet.com.au>

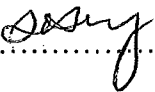
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National President

National Office Bearers

1. National President

Jim Atkinson
Print Related Consultancy
503 Sandy Bay Road
Sandy Bay TAS 7005
Ph: 03 6225 1806
Fax: 08 8340 3533
Mob: 0448303779
Email: james503@bigpond.net.au

2. National Deputy President

Susan Heaney
Heaneys Performers In Print
P O Box 5112
Gold Coast MC QLD 9726
Ph: 07 5539 4911
Fax: 07 5539 4639
Mob: 0415 455 492
Email: s.heaney@hpip.com.au

4. National Honorary Secretary

Peter Lane OAM (SA)
Lane Print Group
101-105 Mooringe Ave
Camden Park SA 5038
Ph: 08 8376 1188
Fax: 08 8376 1044
Mob: 0419 998 826
Email: peter@laneprint.com.au

5. National Honorary Treasurer

Ray Keen
Print Graphics Pty Ltd
14 Hardner Road
Mt Waverley VIC 3149
Ph: 03 9562 9600
Fax: 03 9562 6700
Mob: 0419 759 822
Email: ray@printgraphics.com.au

6. Member

Kieran May
New Millennium Print
Fyshwick ACT 2609
Ph: 02 62808820
Fax: 02 6280 8887
Mob: 0419 976 705
Email: kieranmay@nmprint.com.au

6. Member

Peter Carrigan
NSW 2225
Ph:
Fax:
Mob: 0417200136
Email: carrigan@inet.net.au

National Council

Atkinson, Jim

Print Related Consultancy
503 Sandy Bay Road
Sandy Bay TAS 7005
Ph: 03 6225 1806
Fax: 08 8340 3533
Mob: 0448303779
Email: james503@bigpond.net.au

Cagney, Carolyn

fivestargrafx
262 Marion Road
Netley SA 5037
Ph: 08 81046900
Fax: 08 81046901
Mob: 0403575301
Email: ccagney@fivestargrafx.com.au

Carrigan, Peter


Ph:
Fax:
Mob: 0417200136
Email: carrigan@iinet.net.au

Franc, Peter

Contact & Clarendon Printing
P O Box 176
Roseville NSW 2069
Ph: 02 9417 8555
Fax: 02 9417 5510
Mob: 0411 223 874
Email: peterfranc@contactprint.com.au

Heaney, Susan

Heaneys Performers In Print
P O Box 5112
Gold Coast MC QLD 9726
Ph: 07 5539 4911
Fax: 07 5539 4639
Mob: 0415 455 492
Email: s.heaney@hpip.com.au

Keen, Ray

Print Graphics Pty Ltd
14 Hardner Road
Mt Waverley VIC 3149
Ph: 03 9562 9600
Fax: 03 9562 6700
Mob: 0419 759 822
Email: ray@printgraphics.com.au

Lane OAM (SA), Peter

Lane Print Group
101-105 Mooringe Ave
Camden Park SA 5038
Ph: 08 8376 1188
Fax: 08 8376 1044
Mob: 0419 998 826
Email: peter@laneprint.com.au

Lewin, Daniel

Sands Print Group
P O Box 73
Deer Park LPO VIC 3023
Ph: 03 94891000
Fax: 03 9489 1444
Mob: 0412 544 271
Email: dlewin@sandsprint.com.au

May, Kieran

New Millennium Print
1/38 Kembla Street
Fyshwick ACT 2609
Ph: 02 62808820
Fax: 02 6280 8887
Mob: 0419 976 705
Email: kieranmay@nmprint.com.au

Petfield, Ashley

Kwik Kopy Printing
GPO Box 2334
Brisbane QLD 4001
Ph: 07 3229 9988
Fax: 07 3221 6219
Mob: 0418 725 547
Email: ashley@brisbane.kwikkopy.com.au

Segaert, Chris

Permanent Press Printers Pty Ltd
PO Box 4086
Castlecrag NSW 2068
Ph: 02 9882 2288
Fax: 02 9882 2009
Mob: 0420301587
Email: code9@ozemail.com.au


Smith, Ian

Geon Group
P O Box 60
Bassendean WA 6054
Ph: 08 9377 2222
Fax: 08 9378 2357
Mob: 0439520067
Email: ian.smith@geongroup.com


Willis, Mike


Ph:
Fax:
Mob: 0402 787 141
Email: comerang@yahoo.com.au

Regional Councillors

Name	Title	Company	Phone
ACT			
Abbott, Phil	<i>Deputy President</i>	Goanna Print Pty Ltd Unit 11, 151 - 155 Gladstone Street Fyshwick ACT 2609	02 6239 1208
May, Kieran	<i>President</i>	New Millennium Print Unit 1/38 Kembla Street Fyshwick ACT 2609	02 62808820
O'Neil, Sean	<i>Honorary Secretary/Treasurer</i>	Blue Star Print Group Australia Pirie Street Fyshwick ACT 2609	
NSW			
Azzopardi, Alex		Impress Colour NSW	
Carrigan, Peter	<i>President</i>		
Dedda, Tony		Hannanprint NSW Pty Ltd Locked Bag 5005 Alexandria NSW 2015	02 96674318
Franc, Peter		Contact & Clarendon Printing 4/175 Gibbes St Chatswood NSW 2057	02 9417 8555
Richardson, Paul		Lindsay Yates & Partners 4 George Place ARTARMON NSW 2064	9420 5500
Segaert, Chris	<i>Honorary Secretary/Treasurer</i>	Permanent Press Printers Pty Ltd 11/175 Gibbes St Chatswood NSW 2067	02 9882 2288
Threlfo, Sue		Fuji Xerox Australia 101 Waterloo Road North Ryde NSW 2113	02 98465822
Wickramasinghe, Rick		ProPrint Group Pty Ltd P O Box 331 Enmore NSW 2042	02 95643766
QLD			
Bamforth, Martin	<i>Honorary Secretary/Treasurer</i>	Colourwise Reproductions 300 Ann St Brisbane QLD 4000	
Butterworth, Chris		Elite Finishers Pty Ltd 40 Basalt Street Geebung QLD 4034	
Clouston, Joe		The Printing Office 109 Holt St Eagle Farm QLD 4009	07 3268 8888
Eckersley, Tom		Print Approach Pty Ltd 1123 Beaudesert Road BRISBANE QLD 4110	07 32754681

Name	Title	Company	Phone
Gell, Stephen		The Bucker Group 71 Basalt Street Geebung QLD 4034	
Heaney, Susan		Heaneys Performers In Print P O Box 5112 Gold Coast MC QLD 9726	07 5539 4911
Ivers, Tony		PMP Limited 24 Industrial Avenue Wacol QLD 4076	
Kuhn, Walter		Kuhn Corp Press 2/36 Kingtel Place Geebung QLD 4034	
Petfield, Ashley	<i>President</i>	Kwik Kopy Printing 229 Elizabeth St Brisbane QLD 4000	07 3229 9988
Streten, Dale		JT Press Cnr High & Oleander Sts Redcliffe QLD 4020	07 3283 0100
SA			
Barclay, Shuan		Cadillac Printing P O Box 211 Plympton SA 5037	08 82942399
Barker, John		Graphic Print Group 10-14 Kingston Avenue Richmond SA 5033	08 84438011
Cagney, Carolyn	<i>President</i>	fivestargrafx 262 Marion Road Regency Park SA 5037	08 81046900
Coleman, Tony		Coleman Printing GPO Box 352 Darwin SA 0801	08 8982 4000
Davis, Barry		Hyde Park Press P O Box 183 Marleston SA 5033	08 82342044
Lane OAM (SA), Peter		Lane Print Group 101-105 Mooringe Ave Camden Park SA 5038	08 8376 1188
Lewis, Steve		Digital Print Australia 135 Gilles Street 135 Gilles Street SA 5000	08 82323404
Osborne, Steve	<i>Honorary Secretary/Treasurer</i>	Finsbury Printing 1A South Road Thebarton SA 5031	08 8234 8000
TAS			
Atkinson, Jim		Print Related Consultancy 503 Sandy Bay Road Sandy Bay TAS 7005	03 6225 1806
Colgrave, Adam		Spicers Paper 13 Lampton Avenue Derwent Park TAS 7009	03 6272 5333
Guilliamse (TAS), Martin	<i>Honorary Secretary/Treasurer</i>	Print Centre, Tasmania Pty Ltd 12-16 Bathurst Street Hobart TAS 7000	03 6231 1700

Name	Title	Company	Phone
Johns, Peter		Print Applied Technology 33 Innovation Drive Dowsing Point TAS 7010	03 62333168
Jones, Ian		CPI Group 51 Charles Street Moonah TAS 7001	03 62721274
McLeod, Peter	<i>Vice President</i>	Print Mail Logistics GPO Box 1618 Hobart TAS 7001	03 6220 8444
Nilsson, Gary		Geon Group 5-7 Bowen road Moonah TAS 7009	03 62322131
Roach, Danny		Monotone Art Printers Pty Ltd GPO Box 424 Hobart TAS 7000	036246144
Van Worp, Fiona		Harris Print 13 Durham Road Cooee TAS 7320	
Winterbottom, Robert	<i>President</i>	Whatsinaname Tasmania P O Box 4550 Bathurst Street, Hobart TAS 7000	03 6231 3525
VIC			
Ferguson, Alan	<i>Vice President</i>	The DCP Group 66-70 Young Street Drouin VIC 3818	03 5625 1526
Gander, Chris	<i>Honorary Secretary/Treasurer</i>	JDA Print Recruitment 31 Heatherdale Road Ringwood VIC 3134	1300799245
Gander, Chris	<i>Honorary Secretary/Treasurer</i>	JDA Print Recruitment 31 Heatherdale Road Ringwood VIC 3134	03 9874 1582
Keen, Ray	<i>President</i>	Print Graphics Pty Ltd 14 Hardner Road Mt Waverley VIC 3149	03 9562 9600
Lewin, Daniel		Sands Print Group Cnr. Boundry Road & West Park Derrimut VIC 3030	03 94891000
Willis, Mike	<i>President</i>		
WA			
Cole, Graham		PaperlinX WA Private Bag 1 Morley BC WA 6943	08 93769144
Dickinson, Anne	<i>Honorary Secretary/Treasurer</i>	Joyland Pty Ltd P O Box 55 Belmont WA 6104	08 9478 2800
Eales, Chris		Worldwide Online Printing Aust/NZ P O Box 181 Cloverdale WA 6985	08 6266 9200
Jamieson, Graham		Picton Press 7 Cleaver Street West Perth WA 6005	08 92388677

Name	Title	Company	Phone
Pittaway, Graham		Supersheen & Rocket Fast Finishing - nominator 20 Sherbrooke Heights	08 92762343
Siudek, Violetta		NORANDA WA 6062 Format Finishing 19 Golding Street West Perth WA 6005	08 9228 0677
Smith, Ian	<i>Deputy President</i>	Geon Group P O Box 60 Bassendean WA 6054	08 9377 2222
Young, Graham		Quality Press P O Box 1007 Osborne WA 6917	08 92024202

Offices

Victoria & Tasmania

Unit 3, 5-7 Compark Crt
Mulgrave VIC 3170

3,5-7 Compark Crt
Mulgrave VIC 3170

Phone: 03 8541 7333
1800 227 425

Fax: 03 9561 8780
vic@printnet.com.au

South Australia & NT

Unit 1, 4-8 Goodwood Road
Wayville SA 5034

Unit 1, 4-8 Goodwood Road
Wayville SA 5034

Phone: 08 8373 0622
1800 227 425

Fax: 08 8373 0644
sa@printnet.com.au

New South Wales

P O Box 234
Auburn NSW 1835

25 South Parade
Auburn NSW 2144

Phone: 02 8789 7300
1800 227 425

Fax: 02 8789 7387
info@printnet.com.au

Queensland

P O Box 229
Kelvin Grove DC QLD 4059

Unit 2,42 Finsbury
Newmarket QLD 4051

Phone: 07 3356 0022
1800 227 425

Fax: 07 3356 0027
qld@printnet.com.au

Western Australia

P O Box 561
Victoria Park WA 6979

111-113 Burswood
Victoria Park WA 6100

Phone: 08 9361 4625
1800 227 425

Fax: 08 9362 5085
wa@printnet.com.au

Aust. Capital Territory

P O Box 3127
Belconnen D C ACT 2617

Unit 4, 8-10 Purdue
Belconnen ACT 2617

Phone: 02 6251 0673
1800 227 425

Fax: 02 6251 0673
act@printnet.com.au

National

PO BOX 234
Auburn NSW 1835

25 South Parade
Auburn NSW 2144

Phone: 02 87897300
1800 227 425

Fax: 02 8789 7387
info@printnet.com.au

Returning Officers

National Returning Officer

David Hollister
Omega Press
4 Campbell Street
Artarmon NAT 2064

Phone 02 9906 2937
Fax 02 9906 2187
Mobile
Email sales@omegacc.com.au

Regional Returning Officer

Brian Casey
Returning Officer for Vic & Tas
35A McMurty Way
Frankston VIC 3199

Phone
Fax
Mobile 0418 128 328
Email pambri@ipimusonline.co

Regional Returning Officer

Peter McNiven

QLD

Phone
Fax
Mobile
Email

Regional Returning Officer

Daisy Foley
Adler & Stoyles Pty Ltd
P O Box 165
FYSHWICK ACT 2609

Phone 02 6280 4414
Fax 02 6280 7232
Mobile
Email info@asprinters.com.au

Regional Returning Officer

Garth Orr
Planet Press
4-10 Lima Street
Bankstown NSW 2200

Phone 02 9771 4711
Fax
Mobile
Email

Regional Returning Officer

W B Scrymgour
(Retired)
[Redacted]

Phone 08 8294 2492
Fax
Mobile
Email

Regional Returning Officer

John McNaught
(Retired)
[Redacted]

Phone
Fax
Mobile 0417 389 171
Email [Redacted]

21 March 2011

Mr Jim Atkinson
National Secretary
Printing Industries Association of Australia
info@printnet.com.au



Dear Mr Atkinson

**Printing Industries Association of Australia
Annual Return of Information for 2011 [AR2011/2549]**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for 2011 in respect of the above by **31 March 2011**.

A signed and dated declaration certifying matters prescribed in the *Fair Work (Registered Organisations) Act 2009* [the "RO Act"] must be lodged with Fair Work Australia [FWA] 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 (the "other prescribed officer"). A declaration signed by a non-elected person does not meet this requirement.

The secretary or other prescribed officer must also notify FWA within 35 days of any changes to such records.

Failure to comply with these obligations is subject to a civil penalty provision – see s305 of the RO Act.

Once an Annual Return or change of records has been lodged, a copy will be posted on the FWA website at www.fwa.gov.au – under *Registered organisations - List of registered organisations*. To protect the privacy of the relevant office holders listed in declarations, you may wish to list their postal, rather than home addresses.

FWA encourages you to lodge all returns electronically (e.g. as pdf files) at RIASydney@fwa.gov.au. Alternatively, you can forward the documents by fax to (02) 9380 6990.

Please ensure that emailed documents include signatures where required e.g. by scanning the signed documents into a PDF or TIF format.

Although it is not a requirement under the RO Act, I would like to ask, where possible, if you could include a primary email point of contact for each branch office.

As technology changes, we find that we are increasingly contacting you by email, rather than fax. The respective preferred email addresses would be useful for this purpose.

Please do not hesitate to contact me on (02) 8374 6620 or by e-mail at RIASydney@fwa.gov.au if you wish to discuss the requirements outlined in this correspondence.

Yours sincerely

A handwritten signature in black ink, appearing to read "Steve Teece". The signature is written in a cursive style with a large initial 'S'.

Steve Teece
Registered Organisations - NSW
Fair Work Australia

Obligation to lodge Annual Return of Information by 31 March

A copy of each of the following records must be lodged with Fair Work Australia [FWA] 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 (the “other prescribed officer” see RO Regulation 150).

For full details see ss230-233 of the Fair Work (Registered Organisations) Act 2009 [the “RO Act”], and Regulations 149-151 of the Fair Work (Registered Organisations) Regulations 2009 [the “RO Regulations”].

Failure to comply with these obligations is subject to a civil penalty provision – see s305 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 ss230(1)(a) and (2) <i>[s233(1)(a)]</i>
List of Offices	A list of the offices in the organisation and each branch (note the definition of “office” and “officer” in ss6 and 9) <i>[s230(1)(b)]</i>
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 ss6 and 9) <i>[s230(1)(c)]</i>
List of Branches	A record of the name of each branch of the organisation <i>[s230(1)(d) and reg. 147(a)]</i>
New Branches	A record of the name of each branch that commenced operation in the previous 12 months <i>[s230(1)(d) and reg. 147(b)]</i>
Old Branches	A record of the name of each branch that ceased operation in the previous 12 months <i>[s230(1)(d) and reg. 147(c)]</i>
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 <i>[s230(1)(d) and reg. 147(d)]</i>
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. <i>[s230(1)(d) and reg. 147(e)]</i> 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 s189 of the RO Act
Statement concerning number of members	<ul style="list-style-type: none"> • 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 s151(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 s150 of the RO Act. <i>[s230(1)(d) and reg. 147(f) and (g)]</i>

Obligation to notify of changes within 35 days

If there are any changes during the year to the list of offices, list of officeholders, list of branches (where relevant) and the address of the organisation and/or its branches an organisation must, within 35 days of the change, lodge with FWA, 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 s233(2) and RO reg. 151 refer].



FAIR WORK
AUSTRALIA

19 January 2011

Mr Jim Atkinson
National Secretary
Printing Industries Association of Australia
info@printnet.com.au

Dear Mr Atkinson

**Printing Industries Association of Australia
Annual Return of Information for 2011 [AR2011/2549]**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for 2011 in respect of the above by **31 March 2011**.

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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 (the "other prescribed officer"). A declaration signed by a non-elected person does not meet this requirement.

The secretary or other prescribed officer must also notify FWA within 35 days of any changes to such records.

Failure to comply with these obligations is subject to a civil penalty provision – see s305 of the RO Act.

Once an Annual Return or change of records has been lodged, a copy will be posted on the FWA website at www.fwa.gov.au - under Registered organisations - List of registered organisations. To protect the privacy of the relevant office holders listed in declarations, you may wish to list their postal, rather than home addresses.

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Yours sincerely

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Steve Teece
Registered Organisations - NSW
Fair Work Australia

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