



8 November 2017

Mr Gerard Dwyer  
National Secretary-Treasurer  
Shop, Distributive and Allied Employees Association  
gerard@sda.org.au

CC: Western Australian Branch, sda@sdawa.asn.au

Dear Mr Dwyer,

**Notification of changes made to records [AR2017/20]**

I acknowledge receipt of a Notification of Change to the office holders of the Shop, Distributive and Allied Employees Association.

This information was lodged with the Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
8/11/2017	Western Australia	Office of Branch President is vacant	Yes

**Mandatory disclosures**

Please 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 contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

**Mandatory training**

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management must undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe.

Thank you for your correspondence.

Yours faithfully,

**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, **GERARD DWYER** being the **National Secretary/Treasurer** of the **Shop, Distributive and Allied Employees' Association** 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*:
  - A list of changes to offices and the names, postal addresses and occupation of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:  \_\_\_\_\_

**GERARD DWYER**  
**NATIONAL SECRETARY - TREASURER**

Dated: 8-11-2017

*[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](mailto:regorgs@roc.gov.au).]*

**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, Peter O'Keeffe, being the Branch Secretary of the Shop, Distributive and Allied Employees' Association Western Australian Branch, 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*:
  - 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.

Signed:



Dated:

6/11/17

*[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](mailto: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.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
<i>Western Australia</i>	<i>24.10.2017</i>	<i>President</i>	<i>Joseph Warrington Bullock</i>	<i>No replacement elected at this time</i>	<i>N/A</i>	<i>N/A</i>

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**From:** ROC - Registered Org Commission  
**Sent:** Thursday, 12 October 2017 3:40 PM  
**Subject:** Education and advice campaign - notification of changes to records within prescribed timeframe [SEC=UNCLASSIFIED]  
**Attachments:** Letter to orgs\_Notifications of Change.pdf; Fact Sheet\_Notification of changes.pdf; Guidance Note\_notifications of change.pdf; Legislative Summary\_Notifications of Change.pdf

Good afternoon,

Please find attached correspondence for the Secretary or other prescribed office holder, providing education and advice regarding the obligation to notify the Registered Organisations Commission (the ROC) of changes to the records of a registered organisation.

Kind regards,

**Office of the Registered Organisations Commission**

Tel: 1300 341 665  
[regorgs@roc.gov.au](mailto:regorgs@roc.gov.au)

GPO Box 2983, MELBOURNE VIC 3001 | 414 Latrobe Street, Melbourne Victoria 3000



**Australian Government**  
**Registered Organisations Commission**

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12 October 2017

Dear Secretary (or prescribed office holder),

**Education and advice campaign - the obligation to notify the ROC of changes to records within the prescribed statutory time frame**

I write on behalf of the Registered Organisations Commissioner to advise you about an education and advice campaign being conducted by the Registered Organisations Commission (ROC) which is designed to encourage all registered organisations and their office holders to comply with the statutory obligation to lodge timely notifications of changes to records, contained in section 233(2) of the *Fair work (Registered Organisations) Act 2009* (the RO Act).

The ROC has become increasingly concerned about systemic contraventions of s.233(2) in which the lodgement of notifications are repeatedly weeks, months or even years late, or have not been lodged at all. Contraventions of this provision can give rise to risks for registered organisations and their members as a result of reduced transparency and accountability, and can expose the organisation to potential civil penalty proceedings.

As an independent regulator, the ROC's approach seeks to be fair, proportionate, objective and evidence-based. The ROC considers that compliance with statutory obligations is essential to ensure that registered organisations function efficiently, effectively and transparently.

**The importance of timely notifications**

The statutory obligation on registered organisations to notify the ROC of particular changes to records under s.233(2) of the RO Act has been part of the regulatory scheme in various forms for over 100 years and is currently a civil penalty provision, which means that registered organisations or their prescribed office holders may be potentially liable for any breaches.

The obligation is essential for a number of reasons including that:

- It assists members to participate in the democratic functioning and control of their organisations;
- Enables the regulator to publish information about who current office holders are; and
- It promotes accountability of office holders who are managing the funds and assets of registered organisations.

Registered organisations represent the interests of approximately 2 million members nationally. It is essential that timely information about the identity of relevant office holders is lodged in compliance with the RO Act so that the regulator and each organisation's members can be aware of which office holders are exercising management and financial responsibilities in their organisations.

The ROC and its predecessors have published the lists of office holders of registered organisations on the relevant agency's public website since at least 2003. The ROC also publishes all notifications about changes to the branches, office addresses and office holders of registered organisations lodged under s.233(2) of the RO Act. The publication of this information provides transparency to members and the general public and facilitates accountability.

## Educational reference documents

The ROC is committed to providing education, assistance and advice to registered organisations as part of the functions set out in s.329AB of the RO Act. Our primary educational goal is to maximise voluntary compliance with statutory obligations under the RO Act, to promote the effective governance, accountability and transparency of registered organisations and to thereby reduce the need for enforcement action.

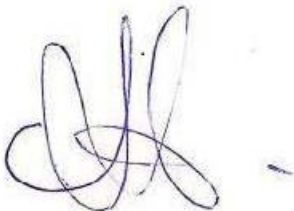
As one part of a strategy to assist organisations to increase voluntary compliance with the s.233(2) obligation, the ROC has recently produced some new educational guides which are **enclosed**:

- Guidance Note – a quick reference guide in the form of a table, using scenarios where organisation staff and office holders may be unsure if they are obliged to notify changes. The table contains references to all relevant legislative provisions;
- Fact Sheet – a separate fact sheet outlining the types of changes that need to be notified and what needs to be included with the notification;
- Legislative Summary – a brief summary of the history of the legislative provision to notify changes, included for the purpose of understanding the historical context of the obligation.

In addition, the ROC will continue its ongoing practice of providing courtesy reminder correspondence about the requirement to notify changes to office holders, whenever we are provided with election results from the Australian Electoral Commission (**AEC**). Further, the ROC proposes to audit and continue to review compliance with this important statutory obligation.

Should you have any questions or feedback in relation to this correspondence, I can be contacted on 1300 341 665 or via [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).

Yours faithfully,



Chris Enright  
Executive Director  
Registered Organisations Commission



# Fact sheet

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## Notification of changes

The *Fair Work (Registered Organisations) Act 2009* requires organisations of employers and employees to annually lodge certain information to the Registered Organisations Commission (the ROC). In addition, whenever any changes occur in relation to certain records, registered organisations are required to lodge a notification of change to the ROC. The change must be lodged within 35 days after the change occurs.

## Records requiring notifications of any changes

If any of the following records change, the organisation must notify the ROC of the change within 35 days after the change occurs:

- the list of offices in the organisation or in a branch of the organisation
- the name, postal address or occupation of a person holding office
- the name of a branch of the organisation
- the commencement or cessation of a branch of the organisation
- the address of the office of the organisation, or the address of the office of a branch of the organisation

## What does the ROC do with the information?

Records including the above information are required to be lodged by each organisation by 31 March in each year in the Annual Return of Information. Annual Returns are published under the corresponding organisation on the ROC website. This information can be found by clicking on the 'Find a Registered Organisation' tab. Notifications of changes are published in descending date order within the corresponding year's annual return document. This enables members to view the changes with reference to the complete list of office holders.

## When changes must be notified

Details of any changes must be notified within 35 days after the change occurs, as prescribed by regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009*.

## What needs to be included?

**NOTE:** *The ROC recommends use of the sample Notification of Changes template, as provided below, to help ensure that all of the required details are included in a notification of change*

- The notification must be lodged with a declaration signed by the Secretary or another office holder whose duties under the rules of the organisation or branch include lodging required information to



the statutory body. The declaration must contain a statement that the information lodged is a correct statement of the changes made.

- The notification must include details of each relevant office/office holder/branch to which the changes have occurred.
- The notification must include the date the change occurred and clearly specify what the change was.
- The notification must indicate the date on which the changes occurred, as this pertains to the obligation to lodge the notification within 35 days of the change.
- For changes to office holders the following details are also required:
  - The title of the relevant office
  - The name of each new or former office holder
  - the postal address of each new office holder. For privacy reasons, the ROC recommends using the postal address of the relevant organisation/branch, rather than the residential address of the person.
  - The occupation of each new office holder
- For new branches the street address (not just a postal address) must be included.

## Who can sign the declaration?

The declaration must be signed by the Secretary or another office holder whose duties under the rules of the organisation or branch include lodging required information to the statutory body. A sample declaration template is provided below under 'sample notification of change template'.

If an organisation is divided into branches or divisions, the notification of change may be made by a national office holder or the relevant branch or division office holder, depending on who has authority under the rules of the organisation to do so.

## Sample Notification of Changes Template

The sample notification of change template provided below includes a sample declaration template and a sample notification table. The ROC recommends use of these documents to help ensure that all of the required information is provided.

- [Sample notification of change template](#)

## Find out more

- Guidance Note – ROC Quiz Answers - Notifications of Change
- Legislative Summary – Notifications of Change
- [ROC Internal Checklist – Notifications of change](#)
- [Fact Sheet – Records to be kept by registered organisations](#)
- [Fact Sheet – Records to be lodged annually by registered organisations](#)

For instructions on how to lodge a notification of changes with the ROC, please refer the [Lodging Documents](#) section of our website.



# Guidance Note

## Notifications of Change ROC Quiz

<u>Question</u>	<u>Answer</u>	<u>Reference</u> * <b>RO Act</b> = Fair Work (Registered Organisations) Act 2009; * <b>RO Regs</b> = Fair Work (Registered Organisations) Regulations 2009).
<b>1. Do organisations need to lodge a notification of changes <i>IF</i>:</b>		
a) An elected office holder resigned but the term of office was almost over	<b>YES</b> – any change to the list of office holders of the organisation or a branch of the organisation must be notified within 35 days of the change.	<ul style="list-style-type: none"> <li>• Section 233(2) of the RO Act;</li> <li>• Section 230(1)(b) of the RO Act;</li> <li>• Reg.151 of the RO Regs</li> </ul>
b) A person leaves an office but the person replacing them will not commence for a few weeks	<b>YES</b> – this requires <u>two</u> notifications – one for the office holder leaving, and one for the person replacing them. If both changes can be notified within 35 days of the earliest change, they can be included together in just one notification, however, we recommend notifying each change as soon as possible after it occurs in order to ensure compliance.	<ul style="list-style-type: none"> <li>• Section 233(2) of the RO Act;</li> <li>• Reg.151 of the RO Regs</li> </ul>
c) An elected national office holder relocated to a different state	<b>YES</b> – any change to the address of an office holder must be notified within 35 days of the change	<ul style="list-style-type: none"> <li>• Section 233(2) of the RO Act;</li> <li>• Section 230(1)(c) of the RO Act;</li> <li>• Reg.151 of the RO Regs</li> </ul>
d) A branch relocated to different premises	<b>YES</b> – any change to the office name or address of the organisation, or of a branch of the organisation, must be notified within 35 days of the change.	<ul style="list-style-type: none"> <li>• Section 233(2) of the RO Act;</li> <li>• Section 230(1)(d) of the RO Act;</li> <li>• Reg.147(d)(ii) of the RO Regs;</li> <li>• Reg.151 of the RO Regs</li> </ul>
e) The Secretary’s telephone number or email address changed	Not required under the legislation – however, it is beneficial to update us with any changes to contact details so we can provide alerts for upcoming lodgement dates and other important information. You can email <a href="mailto:regorgs@roc.gov.au">regorgs@roc.gov.au</a> to advise changes to telephone and email addresses.	<b>N/A</b>
f) A Branch office changed its’ telephone number or	Not required under the legislation – however, it is beneficial to keep	<b>N/A</b>

	preferred email address	us updated with relevant contact details to facilitate ROC alerts for upcoming lodgement dates and other important information updates. You can email <a href="mailto:regorgs@roc.gov.au">regorgs@roc.gov.au</a> to advise changes to telephone and email addresses.	
	<b>g)</b> The AEC has recently provided a declaration of results for an election to the organisation and the email shows that it was also sent to the ROC by the AEC	<b>YES</b> – the organisation is still required to formally notify the ROC of any <u>changes</u> to the list of office holders in the organisation or any of its’ branches. If an election results in any changes to the people holding offices, those changes must be formally notified within 35 days of the change.	<ul style="list-style-type: none"> <li>• Section 233(2) of the RO Act;</li> <li>• Section 230(1)(c) of the RO Act;</li> <li>• Reg.151 of the RO Regs</li> </ul>
	<b>h)</b> An entire branch is abolished	<b>YES</b> - the organisation is required to notify the ROC of any changes to its’ list of branches; any changes to the list of offices in a branch of the organisation; and any changes to the list of names, postal addresses and occupations of people holding those offices	<ul style="list-style-type: none"> <li>• Section 233(2) of the RO Act;</li> <li>• Sections 230(1)(b), (c) and (d) of the RO Act;</li> <li>• Regs.147(a), (c) and (e)(ii) of the RO Regs;</li> <li>• Reg.151 of the RO Regs</li> </ul>
	<b>i)</b> A person is re-elected to the same office they already held, and they are listed in the most recent annual return list of office holders	<b>NO</b> – only changes need to be notified to the ROC	N/A
	<b>j)</b> A person is re-elected, but to a different office	<b>YES</b> – any <u>changes</u> to the list of office holders in the organisation or any of its’ branches needs to be notified to the ROC within 35 days.	<ul style="list-style-type: none"> <li>• Section 233(2) of the RO Act;</li> <li>• Section 230(1)(c) of the RO Act;</li> <li>• Reg.151 of the RO Regs</li> </ul>
	<b>k)</b> A Committee of Management Member resigned, but they are not the President, Secretary, Assistant Secretary or Treasurer	<b>YES</b> – members of the Committee of Management are officers as defined in the Act. Any changes in relation to such offices must be lodged within 35 days of the date the change took place.	<ul style="list-style-type: none"> <li>• Section 233(2) of the RO Act;</li> <li>• Section 9 of the RO Act;</li> <li>• Reg.151 of the RO Regs</li> </ul>
	<b>l)</b> A person resigned but it won’t take effect for three months	<b>NOT YET</b> – a notification of change needs to be lodged within 35 days after the change takes effect. This means it must be lodged between the day it takes effect and 35 days later.	<ul style="list-style-type: none"> <li>• Section 233(2) of the RO Act;</li> <li>• Reg.151 of the RO Regs</li> </ul>
	<b>m)</b> A person has been elected but they won’t take office until a set date in the future	<b>NOT YET</b> – a notification of change needs to be lodged after the change takes effect. It must be lodged between the date it takes effect and 35 days later.	<ul style="list-style-type: none"> <li>• Section 233(2) of the RO Act;</li> <li>• Reg.151 of the RO Regs</li> </ul>
	<b>2. What needs to be included in the notification?</b>	A notification of change needs to include relevant details of the change. In relation to a change of	<ul style="list-style-type: none"> <li>• Section 233(2) of the RO Act;</li> <li>• Section 230(1)(c) of the RO Act;</li> <li>• Reg.147 of the RO Regs</li> </ul>

	office holder, this will include the date the change occurred, the title of the relevant office, the name of the relevant person/people, whether they have ceased or commenced office, the postal address of the person / people (we recommend using the relevant organisation/branch address for privacy reasons), and the title of the occupation of the person / people. We recommend using the <a href="#">Notification of Changes template</a> , which is available on the <a href="#">Notification of Changes page</a> of the ROC website.	
Do organisations need to lodge:		
An amended list of all of the officers	NO – only details of the changes need to be lodged. If you lodge the entire list again and do not identify the changes staff of the ROC will ask you to specify what the changes are and when they occurred	<ul style="list-style-type: none"> <li>Section 233(2) of the RO Act</li> </ul>
Officers' names	YES	<ul style="list-style-type: none"> <li>Section 233(2) of the RO Act;</li> <li>Section 230(1)(c) of the RO Act</li> </ul>
Officers' occupation titles	YES	<ul style="list-style-type: none"> <li>Section 233(2) of the RO Act;</li> <li>Section 230(1)(c) of the RO Act</li> </ul>
Officers' home addresses	NO – please do not lodge their home addresses. The ROC publishes all of the returns on the website – please list their professional addresses	N/A
Officers' professional addresses	YES – this can be the address of the Union or Employer Association, or the relevant branch	<ul style="list-style-type: none"> <li>Section 233(2) of the RO Act;</li> <li>Section 230(1)(c) of the RO Act</li> </ul>
<u>ONLY</u> the changes to the President, Treasurer, Vice President and Secretary	NO – notifications of change are required in relation to <u>all offices</u> in which a change has occurred. Offices include Committee of Management Members (however named - including, for example, Directors of the Board)	<ul style="list-style-type: none"> <li>Section 233(2) of the RO Act;</li> <li>Section 230(1)(c) of the RO Act;</li> <li>Section 9 of the RO Act;</li> </ul>
A soft copy by email and a hard copy by post	NO – the ROC only requires one lodgement and email is the preferred method. The email address to lodge the notifications is <a href="mailto:regorgs@roc.gov.au">regorgs@roc.gov.au</a> .	N/A
Copies of resignations	NO – proof of leaving office is only required for evidence in relation to casual vacancy election matters. Evidence is not required in relation to notifications of changes.	N/A
Does it need to be signed?	YES – the notification must accompany a declaration stating that the copy of records lodged is a	<ul style="list-style-type: none"> <li>Section 233(2) of the RO Act;</li> <li>Reg.150 of the RO Regs</li> </ul>

	correct statement of the changes made. The declaration must be signed by the Secretary or another current officer whose duties under the rules include lodging required information to the statutory body.	
<b>3. Elections and Notifications of change</b>		
a) If an officer resigns do organisations need to lodge the Prescribed Information for a casual vacancy election separately to the notification of changes?	YES – the notification process is completely separate to the election process. Notification of a vacant office does not cause an election process to automatically start. For information about lodging Prescribed Information for elections, see the <a href="#">Elections page</a> of the ROC website.	<ul style="list-style-type: none"> <li>• Section 233(2) of the RO Act;</li> </ul>
b) Do organisations need to advise the ROC about changes even when the ROC has been provided with the declaration of results for an election by the AEC?	YES – it is one of the statutory obligations of organisations to notify the ROC, in writing, of any changes to the records the organisation has lodged. The AEC declaration of results provides the names of office holders elected, but does not indicate whether this constitutes a change to the list of office holders that the organisation lodged with the annual return.	<ul style="list-style-type: none"> <li>• Section 233(2) of the RO Act;</li> <li>• Section 230(1)(c) of the RO Act</li> </ul>
c) If evidence of a vacancy has already been provided to the organisation for an election matter, is it still necessary to lodge a notification of the change?	YES – the notification of changes process and requirements are completely separate to those of the election process.	<ul style="list-style-type: none"> <li>• Section 233(2) of the RO Act;</li> </ul>



# Guidance Note

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## **Summary and Historical Context of the Legislative Provisions**

A brief explanation of the historical context surrounding the reporting obligation to notify changes is provided below. This information is intended to promote a better understanding of the reporting obligation, as well as an understanding of some of the purposes of the obligation.

As an overview, the statutory requirement for federally registered organisations to notify the relevant regulator of changes to records:

- appears to have been part of the relevant legislative scheme for over a century,
- has varied in terms of the time periods allowed for the changes to be notified to the relevant regulator,
- is an essential, fundamental and appropriate statutory obligation which provides transparency to members and the regulator.

## **Summary of the current provisions relevant to notifications of changes**

'RO Act' means *Fair Work (Registered Organisations) Act 2009*.

'RO Regs' means *Fair Work (Registered Organisations) Regulations 2009*.

Subsection 233(2) of the RO Act provides that:

An organisation must, within the prescribed period, lodge with the Commissioner notification of any change made to the records required to be kept under paragraphs 230(1)(b), (c) and (d), certified by declaration signed by the secretary or other prescribed officer of the organisation to be a correct statement of the changes made.

Civil penalty: 60 penalty units.

Subsections 230(1)(b), (c) and (d) of the RO Act provide that:

(1) An organisation must keep the following records:

- (b) a list of the offices in the organisation and each branch of the organisation;
- (c) a list of the names, postal addresses and occupations of the persons holding the offices;
- (d) such other records as are prescribed.

Regulation 147 of the RO Regs provides that:

For paragraph 230(1)(d) of the Act, the following records are prescribed in relation to an organisation:

- (a) a record of the name of each branch of the organisation;
- (b) a record of the name of each branch that commenced operation in the previous 12 months;
- (c) a record of the name of each branch that ceased operation in the previous 12 months;



- (d) a record of the address of:
  - (i) the office of the organisation; and
  - (ii) the office of each branch of the organisation;
- (e) a record of each election that must, under the rules of the organisation, be held during each year commencing 1 January:
  - (i) for an office in the organisation; and
  - (ii) for an office in a branch of the organisation;
- (f) a record of the number of members on 31 December in the previous year;
- (g) if the organisation has entered into an agreement mentioned in subsection 151(1) of the 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 section 150 of the Act.

Regulation 151 of the RO Regs provides that:

For subsection 233(2) of the Act, for the lodgment of notification of any change to the records, the period of 35 days, beginning on the day after the day when the change is made, is prescribed.

Section 5 of the RO Act provides that:

The standards set out in this Act:

- (a) ensure that employer and employee organisations registered under this Act are representative of and accountable to their members, and are able to operate effectively; and
- (b) encourage members to participate in the affairs of the organisations to which they belong; and
- (c) encourage the efficient management of organisations and high standards of accountability of organisations to their members; and
- (d) provide for the democratic functioning and control of organisations; and
- (e) facilitate the registration of a diverse range of employer and employee organisations.

### **Brief chronological history of the legislative provision**

1913 - The history of the provision for registered organisations to notify changes to relevant statutory body can be traced back to 1913. The *Conciliation and Arbitration Regulations 1913*, contained the 'Returns of Officers' provision at regulation 19, which required updates of lists of office holders to be provided within 14 days of any change.

1928 - The *Conciliation and Arbitration Regulations 1928* contained requirements relating to records at regulation 20 and this requirement bears similarity to the obligation set out in s 233(2) of the current RO Act. From 1928, the statutory requirement in accordance with regulation 23 was that changes to the records of registered organisations were to be filed with the relevant regulator within 14 days.

1989 - In 1989, the obligation on a registered organisation to notify the relevant regulator of changes to office holders was found in regulation 131, and notifications of changes were required to be lodged within 35 days. The requirement transitioned into the *Industrial Relations Act 1988* by virtue of section 268(4) taking effect in March 1989.

1988 - The *Industrial Relations Act 1988* was replaced by the *Workplace Relations Act 1996*.

2002 - The *Workplace Relations Amendment (Registration and Accountability of Organisations) Act 2002* placed the reporting obligations of registered organisations into a separate schedule. This amendment introduced Schedule 1B to the *Workplace Relations Act 1996*, which was the original RAO (*Registration and Accountability of Organisations*) Schedule. The RAO schedule included section 233 which is very similar to the provision in s.233(2) of the current RO Act.

2009 - The RAO schedule later became the *Fair Work (Registered Organisations) Act 2009*.



5 September 2017

Mr Gerard Dwyer  
National Secretary-Treasurer  
Shop, Distributive and Allied Employees Association  
gerard@sda.org.au

CC: Michael Donovan, Victorian Branch, [mdonovan@sdavic.org](mailto:mdonovan@sdavic.org)

Dear Mr Dwyer,

**Notification of changes made to records [AR2017/20]**

I acknowledge receipt of a Notification of Change to the office holders of the Shop, Distributive and Allied Employees Association.

This information was lodged with the Registered Organisations Commission (the ROC) in accordance with s.233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act). The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly.

The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change
30/08/2017	Vic	Dianne Heslop is no longer a Branch Council Delegate

Section 293K of 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 contained in the RO Act.

Thank you for the notification.

Yours faithfully,

**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, **GERARD DWYER**, being the **National Secretary-Treasurer** of the **Shop, Distributive and Allied Employees' Association**, 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*:
  - A list of changes to offices and the names, postal addresses and occupation of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:



**GERARD DWYER**  
**NATIONAL SECRETARY-TREASURER**

Dated:

30 - 08 - 2017

*[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](mailto:regorgs@roc.gov.au).]*

**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, Michael Donovan, being the State Secretary/Treasurer of the SDA Victoria Branch, 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*:
  - 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.

Signed: 

Dated: 22 August 2017

*[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](mailto: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.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
<i>Victoria</i>	<i>22 August 2017</i>	<i>Branch Council Delegate</i>	<i>Dianne Heslop</i>	<i>vacant</i>		
...						





24 July 2017

Mr Gerard Dwyer  
National Secretary-Treasurer  
Shop, Distributive and Allied Employees Association  
gerard@sda.org.au

CC: Mr Michael Donovan, Shop, Distributive and Allied Employees Association-Victorian Branch

Dear Mr Dwyer,

**Notification of changes made to records [AR2017/20]**

I acknowledge receipt of a Notification of Change to the office holders of the Shop, Distributive and Allied Employees Association.

This information was lodged with the Registered Organisations Commission (the ROC) in accordance with s.233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act). The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly.

The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change
19/07/2017	Vic	Branch Conference Delegate vacancy (1)

Section 293K of 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 contained in the RO Act.

Thank you for the notification.

Yours faithfully,

**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, **GERARD DWYER**, being the **National Secretary-Treasurer** of the **Shop, Distributive and Allied Employees' Association, Victorian Branch**, 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*:
  - A list of changes to offices and the names, postal addresses and occupation of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:   
**GERARD DWYER**  
**NATIONAL SECRETARY-TREASURER**

Dated: 19/7/17

*[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](mailto:regorgs@roc.gov.au).]*

**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, **Michael Donovan**, being the Branch Secretary/Treasurer of the SDA Victoria Branch, 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*:
  - 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.

Signed: 

Dated: 17 July 2017

*[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](mailto: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
Vic Branch	20 June 2017	Branch Conference Delegate	John Koo	vacant		
...						



30 May 2017

Mr Gerard Dwyer  
National Secretary-Treasurer  
Shop, Distributive and Allied Employees Association  
Email: [gerard@sda.org.au](mailto:gerard@sda.org.au)

CC: [secretary@sdavic.org](mailto:secretary@sdavic.org)

Dear Mr Dwyer,

**Notification of changes made to records [AR2017/20]**

I acknowledge receipt of a Notification of Change to the office holders of the Shop, Distributive and Allied Employees Association.

This information was lodged with the Registered Organisations Commission (the ROC) in accordance with s.233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act). The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly.

The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change
26 May 2017	VIC	National Councillor (2)

Section 293K of 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 contained in the RO Act.

Thank you for the notification.

Yours sincerely,

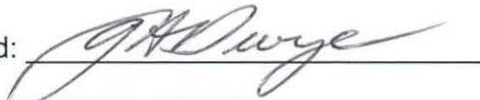
Michael Moutevelis  
Registered Organisations Commission

**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, **GERARD DWYER** being the **National Secretary/Treasurer** of the **Shop, Distributive and Allied Employees' Association** 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*:
  - A list of changes to offices and the names, postal addresses and occupation of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed: \_\_\_\_\_



**GERARD DWYER**  
**NATIONAL SECRETARY-TREASURER**

Dated: \_\_\_\_\_

25-05-2017



**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, **MICHAEL DONOVAN**, being the **Secretary/Treasurer** of the **Shop, Distributive and Allied Employees' Association, Victorian Branch**, 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*:
  - A list of changes to offices and the names, postal addresses and occupation of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed: Michael Donovan

**MICHAEL DONOVAN  
BRANCH SECRETARY/TREASURER**

Dated: 25 MAY 2017

*[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](mailto:regorgs@roc.gov.au).]*



- 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
VIC	17/5/2017	National Councillor	Lori Goss [REDACTED]	Sue Nance	c/o the SDA Victorian Branch, Level 3, 65 Southbank Boulevard, SOUTHBANK VIC 3006	Retail Worker
VIC	17/5/2017	National Councillor	Julia Fox	John Gigliotti	c/o the SDA Victorian Branch, Level 3, 65 Southbank Boulevard, SOUTHBANK VIC 3006	Union Official
...						



10 April 2017

Mr Gerard Dwyer  
National Secretary-Treasurer  
Shop, Distributive and Allied Employees Association  
gerard@sda.org.au

CC: Ms Barbara Nebart, Branch Secretary, Newcastle and Northern Branch  
Ms Sonia Romeo, Branch Secretary, South Australian Branch

Dear Mr Dwyer,

**Notification of changes made to records [AR2017/20]**

I acknowledge receipt of a Notification of Change to the office holders of the Shop, Distributive and Allied Employees Association.

This information was lodged with the Fair Work Commission (the Commission) in accordance with s.233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act). The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly.

The document can be viewed on the Commission Website through the list of Registered Organisations - <https://www.fwc.gov.au/registered-organisations/find-registered-organisations>

Date of lodgement	Branch	Change
29/03/2017	South Australia	New National Councillor (1)
30/03/2017	Newcastle & Northern	Vice Presidents (2). Branch Councillor (1)

Section 154D(1) of the RO Act requires the rules of organisations (and branches of organisations) to require 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 should be in your organisation's rules.

Thank you for the notification.

Yours sincerely,

Christine Hibberd  
Regulatory Compliance Branch

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

Telephone: (03) 8661 7777  
Email: [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)  
Facsimile: (03) 9655 0410  
Internet: [www.fwc.gov.au](http://www.fwc.gov.au)

Branch Secretary - Barbara Nebart

President - John Simnett

30 March 2017

Ms Christine Hibberd  
Regulatory Compliance Branch  
Fair Work Commission  
11 Exhibition Street  
MELBOURNE VIC 3000

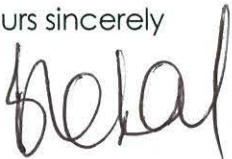
By Email: [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)

Dear Madam

**Re: Information to be filed with the  
Fair Work Commission under the  
Fair Work (Registered Organisations) Act 2009**

Please find enclosed an amended Return as required for filing in accordance with the Act. Under section 233(2) of the Fair Work (Registered Organisations) Act 2009, an organisation must notify of any changes to the holders of offices within 35 days. Our election was declared unopposed on 29 March 2017. I have also sent this amended return to the National Secretary of the Shop Distributive and Allied Employees Association.

Yours sincerely



Barbara Nebart  
BRANCH SECRETARY

Encl

NOTIFICATION OF CHANGES TO RECORDS

I, BARBARA NEBART, being the Branch Secretary of the Shop Distributive and Allied Employees' Association Newcastle and Northern Branch at Level 1, 710 Hunter Street, Newcastle, NSW 2302, in the State of New South Wales, declare as follows:

- 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:
- 3 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.

Signed:



---

Date:

30-3-17.

Annexure A

<u>BRANCH</u>	<u>DATE OF CHANGE</u>	<u>NAME OF OFFICE THAT HAS CHANGED</u>	<u>NAME OF OUTGOING OFFICE HOLDER</u>	<u>NAME OF NEW OFFICE HOLDER</u>	<u>POSTAL ADDRESS OF NEW OFFICE HOLDER</u>	<u>OCCUPATION OF NEW OFFICE HOLDER</u>
Newcastle	29 March 2017	Branch Vice Presidents	Peter Cooper	Garry Luxton	c/_ SDA Newcastle and Northern Branch, Po Box 2211 Dangar NSW 2039	Shop Assistant
Newcastle	29 March 2017	Branch Vice President	Margaret Harris	Robyn McGuire	c/_ SDA Newcastle and Northern Branch, Po Box 2211 Dangar NSW 2039	Shop Assistant
Newcastle	29 March 2017	Branch Councillor	Toni May	Esyrahlyn Frost	c/_ SDA Newcastle and Northern Branch, Po Box 2211 Dangar NSW 2039	Shop Assistant



**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, **GERARD DWYER** being the **National Secretary - Treasurer** of the, **Shop, Distributive and Allied Employees Association** 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*:
  - 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.

Signed:



**GERARD DWYER**  
**National Secretary-Treasurer**

Dated: 28/03/2017

*[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au).]*



**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, Sonia Romeo, being the Secretary/Treasurer of the Shop, Distributive and Allied Employees' Association, South Australian Branch, 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*:
  - 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.



Signed: Sonia Romeo

Dated: 28/03/2017

**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.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
<i>South Australia</i>	<i>8.3.2017</i>	<i>National Councillor</i>	<i>Peter Bryden Malinauskas</i>	<i>Joshua Mark David Peak</i>	<i>69 Fullarton Road, Kent Town, SA 5067</i>	<i>Paid official</i>
<i>...</i>						



24 March 2017

Mr Gerard Dwyer  
National Secretary-Treasurer  
Shop, Distributive and Allied Employees Association  
Email: gerard@sda.org.au

Dear Mr Dwyer,

**Annual Return of Information for 2017 [AR2017/20]**

I acknowledge receipt on 2 March 2017 of your Declaration providing information in accordance with subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The documents lodged cover the required information for the 2017 Annual Return of Information of Shop, Distributive and Allied Employees Association.

The documents have been filed and can be viewed on the Fair Work Commission website through the List of Registered Organisations - <http://www.fwc.gov.au/registered-organisations/find-registered-organisations>.

**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. Shop, Distributive and Allied Employees Association is encouraged to use this template if any changes occur.

The Commission will accept notifications of change from the relevant branches or from the national office. If the national office of the Shop Distributive and Allied Employees Association does NOT intend to file notifications of change, please ensure that all branches are aware of their continuing obligation and the requisite time frames regarding notifications of change.

If a branch lodges a notification of change with the Commission, the branch should also provide the information to the national body in order to ensure that the organisation is able to comply with its obligations under section 233(1) of the RO Act.

Yours sincerely

Margaret Williams  
Regulatory Compliance Branch

**IN THE MATTER OF:**

the Shop Distributive & Allied Employees' Association

**AND IN THE MATTER OF:**

An annual return of information for the year 2017 in  
accordance with the Act.

**DECLARATION**

I, Gerard Dwyer, of 6<sup>th</sup> Floor, 53 Queen Street, Melbourne in the State of Victoria, Trade Union Officer, declare as follows: -

1. I am the National Secretary-Treasurer of the Shop, Distributive & Allied Employees' Association, an organisation of employees duly registered under the Fair Work (Registered Organisations) Act, 2009.
2. I am authorised to make this Declaration pursuant to the Rules of the said Association.
3. The register of members has been kept and maintained during 2016 as required by sub-section (1)(a) and (2) of Section 230 of the said Act.
4. I declare that the number of members of the Association at 31<sup>st</sup> December, 2016 was spread among the Branches of the Association as follows:

Branch	Number of Members
New South Wales	59,401
Victoria	49,829
Queensland	31,912
Western Australia	23,046
South Australia	28,051
Newcastle & Northern	14,098
Tasmania	5,353
Total:	211,690

5. The names of the Branches of the said Association and their registered addresses are as follows:
  - The Shop, Distributive & Allied Employees' Association (New South Wales Branch)  
Level 3, 8 Quay Street, Sydney, NSW 2000  
Telephone: (02) 9281-7022 Fax: (02) 9281 7050
  - The Shop, Distributive & Allied Employees' Association (Victorian Branch)  
Level 3, 65 Southbank Boulevard, Southbank, VIC 3006  
Telephone: (03) 9698 1400 Fax: (03) 9698 1401
  - The Shop, Distributive & Allied Employees' Association (Queensland Branch)  
385 St. Pauls Terrace, Fortitude Valley, Qld 4006  
Telephone: (07) 3833-9500 Fax (07) 3833-9590
  - The Shop, Distributive & Allied Employees' Association (Western Australian Branch)  
5th Floor, 25 Barrack Street Perth, WA 6000  
Telephone: (08) 9221-4321 Fax: (08) 9221-2774
  - The Shop, Distributive & Allied Employees' Association (South Australian Branch)  
Unit 1, 69 Fullarton Road, Kent Town, SA 5067  
Telephone: (08) 8139 1000 Fax: (08) 8139-1099
  - The Shop, Distributive & Allied Employees' Association (Newcastle and Northern NSW Branch)  
Level 1, 710 Hunter Street, Newcastle West, NSW 2302  
Telephone: (02) 4961-4694 Fax: (02) 4962-2598


- The Shop, Distributive & Allied Employees' Association (Tasmanian Branch)  
72 York Street, Launceston, Tasmania 7250  
Telephone: (03) 6331-8166 Fax: (03) 6334-2104

6. The registered address of the said Association is 6<sup>th</sup> Floor, 53 Queen Street, Melbourne Victoria 3000.  
Tel: (03) 8611 7000 Fax: (03) 8611 7099
7. The document annexed hereto and marked with the Letter **A** contains a list of National offices in the said Association and a list of names, postal addresses and occupations of the persons holding these national offices in the said Association.
8. The documents annexed hereto and marked accordingly are the Annual Returns of Information for the branches of the Association:

Branch	Annexure
New South Wales	B
Victoria	C
Queensland	D
Western Australia	E
South Australia	F
Newcastle & Northern	G
Tasmania	H

9. No Branch has commenced operation in the previous 12 months.
10. No Branch has ceased operation in the previous 12 months.
11. No elections are required to be held for the National offices in the Association in the year commencing 1<sup>st</sup> January 2017.
12. I certify that the information set out above is a correct statement of the information required under the Fair Work (Registered Organisations) Act, 2009.

Declared at Melbourne the        ]  
2nd day of March 2017        ]

  
**GERARD DWYER**  
 National Secretary-Treasurer  
 Shop Distributive and Allied  
 Employees Association

# **ANNEXURE A**

## **NATIONAL OFFICE**



“A”

**INFORMATION TO BE FILED WITH THE FAIR WORK COMMISSION**

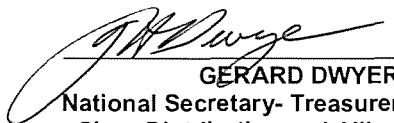
**OFFICERS AND OFFICE HOLDERS OF THE ORGANISATION (NATIONAL OFFICE)**

<b><u>Office</u></b>	<b><u>Name &amp; Postal Address of Office Holder</u></b>	<b><u>Occupation</u></b>
National President	Joseph de Bruyn c/o Shop Distributive & Allied Employees Association 6 <sup>th</sup> Floor, 53 Queen Street MELBOURNE VIC 3000	Honorary Officer
National-Vice President	Michael Donovan c/o Shop Distributive & Allied Employees Association Level 3, 65 Southbank Boulevard, Southbank VIC 3006	Union Officer
National Secretary-Treasurer	Gerard Dwyer c/o Shop Distributive & Allied Employees Association 6 <sup>th</sup> Floor, 53 Queen Street MELBOURNE VIC 3000	Union Officer
National Assistant Secretary	Julia Fox c/o Shop Distributive & Allied Employees Association 6 <sup>th</sup> Floor, 53 Queen Street MELBOURNE VIC 3000	Union Officer

**MEMBERS OF NATIONAL EXECUTIVE**

Christopher John Gazenbeek c/o Shop Distributive & Allied Employees Association 385 St. Pauls Terrace, Fortitude Valley, Qld 4006	Union Officer
Paul Griffin c/o Shop Distributive & Allied Employees Association 72 York Street, Launceston TAS 7250	Union Officer
Bernard Joseph Smith c/o Shop Distributive & Allied Employees Association Level 3, 8 Quay Street, Sydney NSW 2000	Union Officer
Barbara Nebart c/o Shop Distributive & Allied Employees Association, Level 1, 710 Hunter Street, Newcastle West NSW 2302	Union Officer
Sonia Romeo c/o Shop Distributive & Allied Employees Association, Unit 1, 69 Fullarton Road, Kent Town SA 5067	Union Officer
Peter Francis O'Keeffe c/o Shop Distributive & Allied Employees Association, Level 5, 25 Barrack Street, Perth WA 6000	Union Officer

This is the document marked with the letter “A” referred to in  
the Declaration of Gerard Dwyer dated 2<sup>nd</sup> March, 2017.

  
**GERARD DWYER**  
National Secretary- Treasurer  
Shop Distributive and Allied  
Employees Association

# **ANNEXURE B**

## **NEW SOUTH WALES**

**ANNUAL RETURN OF INFORMATION (organisation with branches) in accordance with Regulation 147 Fair Work (Registered Organisations) Regulations 2009 and Sections 230 and 233 Fair Work (Registered Organisations) Act 2009**

I, Bernard Joseph Smith, being the Branch Secretary-Treasurer of the Shop, Distributive and Allied Employees' Association New South Wales Branch, declare the following:

1. I am authorised to make this declaration.
2. The register of members has, during the immediately preceding calendar year, been kept and maintained as required by s.230(1)(a) and s.230(2) of the *Fair Work (Registered Organisations) Act 2009* (the Act).
3. The following is a correct statement of 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 Act:
  - The address of the Branch is Level 3, 8 Quay Street, Sydney NSW 2000.<sup>1</sup>
  - On 31 December in the previous year the number of members was 59,401.<sup>2</sup>
  - A list of offices and the names, postal addresses and occupations of persons holding those offices as at the date of this declaration is attached at Annexure A and forms part of this declaration.
  - Under the rules of the Branch, no elections are required between 1 January and 31 December of 2017<sup>3</sup>

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<sup>1</sup> s.230(1)(d); reg.147(d)

<sup>2</sup> s.230(1)(d); reg.147(f)

<sup>3</sup> s.230(1)(d); reg.147(e)

- During the previous 12 months:<sup>4</sup>
  - No branches commenced or ceased operation.
  
- The organisation:
  - Has not entered into an agreement under s.151(1) of the Act with a state union.

Signed: \_\_\_\_\_

Bernard Smith

Branch Secretary-Treasurer

Dated: 16 February 2017

[**PLEASE NOTE:** This declaration and return of information must be lodged with the Fair Work Commission by 31 March. It is encouraged that it be submitted to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au) (there is no need to post the annual return). If at any time in the year this information changes a Notification of Changes must be lodged with the Commission within **35 days** of the change.<sup>5</sup>]

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<sup>4</sup> s.230(1)(d); reg.147(b) & (c)

<sup>5</sup> s.233(2); s. 151

## ANNEXURE A

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

Branch	Name of Office (include any offices that are vacant)	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
NSW	Branch Secretary- Treasurer	Bernard Smith	C/- SDA PO Box K230 Haymarket NSW 1240	Union Official
NSW	Branch Assistant Secretary-Treasurer	Robert Tonkli	C/- SDA PO Box K230 Haymarket NSW 1240	Union Official
NSW	Branch President	Cheryl Cassell	C/- SDA PO Box K230 Haymarket NSW 1240	Shop Assistant
NSW	Branch Vice President	Maria Dumycz	C/- SDA PO Box K230 Haymarket NSW 1240	Shop Assistant
NSW	Branch Trustee	Heather Thomas	C/- SDA PO Box K230 Haymarket NSW 1240	Shop Assistant
NSW	Branch Trustee	Moira Hagley	C/- SDA PO Box K230 Haymarket NSW 1240	Shop Assistant

NSW	Branch Councillor (Branch Membership)	Adamina Manos	C/- SDA PO Box K230 Haymarket NSW 1240	Shop Assistant
NSW	Branch Councillor (Branch Membership)	Melanie Hackett	C/- SDA PO Box K230 Haymarket NSW 1240	Shop Assistant
NSW	Branch Councillor (Branch Membership)	Carol Williams	C/- SDA PO Box K230 Haymarket NSW 1240	Shop Assistant
NSW	Branch Councillor (Branch Membership)	Narelle Atkins	C/- SDA PO Box K230 Haymarket NSW 1240	Shop Assistant
NSW	Branch Councillor (Retail Membership)	Michele Doherty	C/- SDA PO Box K230 Haymarket NSW 1240	Shop Assistant
NSW	Branch Councillor (Retail Membership)	Suzanne Barros	C/- SDA PO Box K230 Haymarket NSW 1240	Shop Assistant
NSW	Branch Councillor (Retail Membership)	Nayfeh Rizk	C/- SDA PO Box K230 Haymarket NSW 1240	Shop Assistant
NSW	Branch Councillor (Other Industries and Vocational Groupings Membership)	David Robins	C/- SDA PO Box K230 Haymarket NSW 1240	Warehouse Worker



NSW	Branch Councillor (Branch Membership)	Pauline Avellino	C/- SDA PO Box K230 Haymarket NSW 1240	Warehouse Worker
NSW	Branch Councillor (Drug and Allied Membership)	Sam Sammak	C/- SDA PO Box K230 Haymarket NSW 1240	Pharmaceutical Worker
NSW	Branch Councillor (Branch Membership)	Ann Apps	C/- SDA PO Box K230 Haymarket NSW 1240	Shop Assistant
NSW	Branch Councillor (Branch Membership)	Julie Slender	C/- SDA PO Box K230 Haymarket NSW 1240	Shop Assistant
NSW	Branch Delegate to National Council	Bernard Smith	C/- SDA PO Box K230 Haymarket NSW 1240	Union Official
NSW	Branch Delegate to National Council	Robert Tonkli	C/- SDA PO Box K230 Haymarket NSW 1240	Union Official
NSW	Branch Delegate to National Council	Cheryl Cassell	C/- SDA PO Box K230 Haymarket NSW 1240	Shop Assistant
NSW	Branch Delegate to National Council	Maria Dumycz	C/- SDA PO Box K230 Haymarket NSW 1240	Shop Assistant

NSW	Branch Delegate to National Council	Heather Thomas	C/- SDA PO Box K230 Haymarket NSW 1240	Shop Assistant
NSW	Branch Delegate to National Council	David Robins	C/- SDA PO Box K230 Haymarket NSW 1240	Warehouse Worker
NSW	Branch Delegate to National Council	Moira Hagley	C/- SDA PO Box K230 Haymarket NSW 1240	Shop Assistant
NSW	Branch Delegate to National Council	Corrine Boyle	C/- SDA PO Box K230 Haymarket NSW 1240	Union Official
NSW	Branch Delegate to National Council	Greg Donnelly	C/- SDA PO Box K230 Haymarket NSW 1240	Member of Parliament

# **ANNEXURE C**

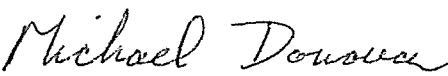
## **VICTORIA**

## SHOP, DISTRIBUTIVE & ALLIED EMPLOYEES' ASSOCIATION VICTORIAN BRANCH

### Declaration

I, **MICHAEL JOHN DONOVAN**, of 65 Southbank Boulevard, Southbank, in the State of Victoria, Union Official, declare that:

1. I am the Secretary/Treasurer of the Victorian Branch of the Shop, Distributive & Allied Employees' Association ("the Victorian Branch"), an Organisation of employees duly registered pursuant to the provision of the Fair Work (Registered Organisations) Act 2009.
2. I am authorised to make this Declaration on behalf of the Victorian Branch.
3. The information supplied in (1), (2), (3), (4), (5) and (6) of the attached document marked with the letter "A" are true and correct statements of fact.

  
.....  
Michael Donovan  
State Secretary

Dated: 17 FEB 2017 .....

“A”

**1. NAME AND ADDRESS OF BRANCH**

The name and address of the Branch is Shop, Distributive and Allied Employees' Association, Victorian Branch, 3<sup>rd</sup> floor, 65 Southbank Boulevard, Southbank, Victoria 3006.

**2. MEMBERSHIP**

On 31 December 2016 the number of members of the Branch was 49,829.

**3. OFFICES**

The Offices of the Shop, Distributive & Allied Employees' Association, Victorian Branch are:

President	1
Vice-Presidents	2
Secretary / Treasurer	1
Assistant Secretary / Treasurer	1
Trustees	2
Branch Delegates to National Council	8
Division Delegates to Branch Conference	33
State Councillors	11

**4. PERSONS HOLDING OFFICE**

The address of all holders of office is Level 3, 65 Southbank Blvd, Southbank 3006.

The names and occupations of persons holding office in the Shop, Distributive and Allied Employees' Association, Victorian Branch are as follows:

**Executive Officers**

Name	SDA Position held	Occupation
Michael Donovan	Secretary/Treasurer	Union Official
Trish Connelly	Assistant Secretary/Treasurer	Union Official
Ada Scibilia	President	Union Official
Sue Nance	Vice-President	Shop Assistant
Debra Becker	Vice-President	Shop Assistant

**State Councillors**

Simon Preest	Shop Assistant
Tammy Trimble	Shop Assistant
Bernadette Kerford	Shop Assistant
Jennifer Siwek	Shop Assistant
Antony Burke	Union Official
Debra Becker	Shop Assistant
Patricia Ryan	Shop Assistant
Sue Hollingsworth	Shop Assistant
Michelle Wilton	Shop Assistant
Ian Macpherson	Shop Assistant
Bernadette Arathoon	Shop Assistant

### Division Delegates to Conference

Metropolitan	Bernadette Arathoon	Shop Assistant
Metropolitan	Ricky Bell	Shop Assistant
Metropolitan	Antony Burke	Union Official
Metropolitan	Kathryn Cannon	Shop Assistant
Metropolitan	Anne Johnstone	Shop Assistant
Metropolitan	Nola Jones	Shop Assistant
Metropolitan	Bernadette Kerford	Shop Assistant
Metropolitan	John Koo	Shop Assistant
Metropolitan	Pauline Lethborg	Shop Assistant
Metropolitan	Trevor Libbis	Union Official
Metropolitan	Alain O'Gara	Shop Assistant
Metropolitan	John Gigliotti (from 25 May 2016)	Union Official
Metropolitan	Sarah Peterson	Shop Assistant
Metropolitan	Simon Preest	Shop Assistant
Metropolitan	Jennifer Siwek	Shop Assistant
Metropolitan	Michelle Stevens	Shop Assistant
Metropolitan	Madella Sumner	Shop Assistant
Metropolitan	Tammy Trimble	Shop Assistant
Metropolitan	Michelle Wilton	Shop Assistant
Metropolitan	Leanne Zsarik	Shop Assistant
Ballarat	Korinea Hunter	Shop Assistant
Ballarat	Kim Winzar	Shop Assistant
Bendigo	Lesley Whelan	Shop Assistant
Bendigo	Patricia Ryan	Shop Assistant
Geelong	Debra-Anne Warfe	Shop Assistant
Geelong	Eileen Cotter	Shop Assistant
Mallee	Dianne Heslop	Shop Assistant
Latrobe	Julie Holland	Shop Assistant
Western	Fiona Lee	Shop Assistant
North Western	Debra Becker	Shop Assistant
Northern	Debra Tanner	Shop Assistant
North-Eastern	Ian Macpherson	Shop Assistant
Gippsland & Central	Sue Hollingsworth	Shop Assistant
Distribution	Peter Ericksen	Shop Assistant
Hair, Beauty & Modelling	Ada Scibilia	Union Official

### Branch Delegates to National Council

Michael Donovan	Union Official
Trish Connelly	Union Official
Ada Scibilia	Union Official
Julia Fox	Union Official
Maureen Forni	Shop Assistant
Lori Goss	Shop Assistant
Joanna Capozzi	Shop Assistant
Nola Jones	Shop Assistant



## **5. ELECTIONS**

Nominations will be called in December 2017 on a date determined by State Council for Divisional Delegates to the Victorian Branch Conference and Delegates from the Victorian Branch to National Council.

## **6. REGISTER OF MEMBERS**

The register of members of the Shop, Distributive and Allied Employees' Association, Victorian Branch has been kept and maintained during 2015 as required by paragraph 230 (1)(a) and subsection 230 (c) of the Fair Work (Registered Organisations) Act.

**ANNEXURE D**

**QUEENSLAND**

**ANNUAL RETURN OF INFORMATION (organisation with branches) in accordance with Regulation 147 *Fair Work (Registered Organisations) Regulations 2009* and Sections 230 and 233 *Fair Work (Registered Organisations) Act 2009***

I, Christopher John Gazenbeek, being the Secretary-Treasurer of the Queensland Branch of the Shop Distributive and Allied Employees Association declare the following:

1. I am authorised to make this declaration.
2. The register of members has, during the immediately preceding calendar year, been kept and maintained as required by s.230(1)(a) and s.230(2) of the *Fair Work (Registered Organisations) Act 2009* (the Act).
3. The following is a correct statement of 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 Act:
  - The address of the organisation is 385 St Pauls Terrace, Fortitude Valley, QLD 4006.
  - The name and address of each branch of the organisation is:<sup>1</sup>
    1. *[include name and address of every branch]*
    2. ...
  - On 31 December in the previous year the number of members was 31, 912.
  - A list of offices and the names, postal addresses and occupations of persons holding those offices as at the date of this declaration is attached at Annexure A and forms part of this declaration.

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<sup>1</sup> s.230(1)(d); reg.147(a) & (d)

- Under the rules of the organisation, the following elections must be held between 1 January and 31 December of 2017:<sup>2</sup>

1. No elections required.

○

- During the previous 12 months:<sup>3</sup> [*Delete any that do not apply*]

- NO branches COMMENCED or CEASED operation.

- The following branches COMMENCED operation:

1. [include name of each new branch]

2. ...

- The following branches CEASED operation:

1. [include name of each closed branch]

2. ...

- The organisation: [*Delete the dot point that does not apply*]

- Has not entered into an agreement under s.151(1) of the Act with a state union.

- Has entered into an agreement under s.151(1) of the Act with a state union and the number of members of the state union who were not eligible to be members of the organisation on 31 December in the previous year is [NUMBER OF MEMBERS].<sup>4</sup>

Signed: *Mavis Logecki* BRANCH SECRETARY

Dated: *22<sup>nd</sup> February 2017.*

[PLEASE NOTE: This declaration must be lodged with the Fair Work Commission by 31 March. It can be submitted to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au). If at any time in the year this information changes a Notification of Changes must be lodged with the Commission within 35 days of the change.<sup>5</sup>]

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<sup>2</sup> s.230(1)(d); reg.147(e)

<sup>3</sup> s.230(1)(d); reg.147(b) & (c)

<sup>4</sup> s.230(1)(d); reg.147(g)

<sup>5</sup> s.233(2); reg. 151

**ANNEXURE A**

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

Branch	Name of Office (include any offices that are vacant)	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
Queensland	PRESIDENT	Mr. John Joseph Hogg Life Member	PO Box 490, SPRING HILL QLD 4004	PRESIDENT
	VICE-PRESIDENT	Ms. Ellen Beswick Shop Assistant	PO Box 490, SPRING HILL QLD 4004	VICE-PRESIDENT
	SECRETARY-TREASURER	Mr. Christopher Gazenbeek Secretary-Treasurer	PO Box 490, SPRING HILL QLD 4004	SECRETARY-TREASURER
	ASSISTANT SECRETARY	Mr. Justin Power Assistant Secretary	PO Box 490, SPRING HILL QLD 4004	ASSISTANT SECRETARY
	REPRESENTATIVES FROM GREATER BRISBANE AREA (5)	Mrs. Pierina Jarrett Shop Assistant	PO Box 490, SPRING HILL QLD 4004	REPRESENTATIVES FROM GREATER BRISBANE AREA (5)
		Mrs. Cassandra Oliver Shop Assistant	PO Box 490, SPRING HILL QLD 4004	
		Mrs. Sharon Pulungan Shop Assistant	PO Box 490, SPRING HILL QLD 4004	
		Mrs. Kathleen Burgess Shop Assistant	PO Box 490, SPRING HILL QLD 4004	
		Mrs. Margaret Wedgwood Shop Assistant	PO Box 490, SPRING HILL QLD 4004	
	REPRESENTATIVES FROM THE SOUTHERN AND WESTERN DISTRICTS (2)	Ms. Patricia Wilson Shop Assistant	PO Box 490, SPRING HILL QLD 4004	REPRESENTATIVES FROM THE SOUTHERN AND WESTERN DISTRICTS (2)
		Ms. Sarah McLean Shop Assistant	PO Box 490, SPRING HILL QLD 4004	

	REPRESENTATIVES FROM THE NORTHERN DISTRICTS (2)	Ms. Belinda Flood Shop Assistant	PO Box 490, SPRING HILL QLD 4004	REPRESENTATIVES FROM THE NORTHERN DISTRICTS (2)
		Ms. Tracy Williams Shop Assistant	PO Box 490, SPRING HILL QLD 4004	
	REPRESENTATIVE FROM THE AREA COVERED BY THE SHOP ASSISTANTS' AND STOREMEN AND PACKERS IN RETAIL STORES AWARD-CENTRAL DIVISION	Miss. Robyn Welch Shop Assistant	PO Box 490, SPRING HILL QLD 4004	REPRESENTATIVE FROM THE AREA COVERED BY THE SHOP ASSISTANTS' AND STOREMEN AND PACKERS IN RETAIL STORES AWARD-CENTRAL DIVISION
	DELEGATES TO NATIONAL COUNCIL (6)	Mr. J.J. Hogg President Life Member	PO Box 490, SPRING HILL QLD 4004	DELEGATES TO NATIONAL COUNCIL (6)
		Mr. C. Gazenbeek Secretary-Treasurer	PO Box 490, SPRING HILL QLD 4004	
		Mr. C. Ketter Life Member	PO Box 490, SPRING HILL QLD 4004	
		Ms. E. Beswick Vice-President Shop Assistant	PO Box 490, SPRING HILL QLD 4004	
		Mrs. S. Pulungan Shop Assistant	PO Box 490, SPRING HILL QLD 4004	
		Ms. C. Oliver Shop Assistant	PO Box 490, SPRING HILL QLD 4004	

# **ANNEXURE E**

## **WESTERN AUSTRALIA**



Annual Return of Information for Year 2017

**Declaration certifying the matters referred to in sections 230 and 233 of the Fair Work (Registered Organisations) Act 2009 and regulation 147 of the Fair Work (Registered Organisations) Regulations 2009**

I, Peter O'Keeffe, being the Branch Secretary of the Shop Distributive and Allied Employees' Association (WA Branch), declare the following:

1. I am authorised to make this declaration.
2. That the register of members of the Shop Distributive and Allied Employees' Association (WA Branch) for the calendar year 2016 was kept and maintained in conformity with subsection 230(1)(a) and (2) of the Fair Work (Registered Organisations) Act 2009.
3. That the situation of the office of the Branch is Level 5, 25 Barrack Street, Perth WA 6000.
4. That the name under which the Branch is carried on is the Shop Distributive and Allied Employees' Association, Western Australian Branch.
5. That the number of members of the Branch as at 31 December 2016 was 23,046.
6. That the offices of the Shop Distributive and Allied Employees' Association (WA Branch) are:

Branch President  
Branch Vice President  
Branch Treasurer  
Branch Secretary  
Branch Assistant Secretary  
Committee Members (7)  
National Councillors (5)

7. That the names, postal addresses and occupations of persons holding office in Western Australia are as follows:

Office	Name and Postal Address	Occupation
Branch President	Joe Bullock c/- GPO Box 2556, 66 St Georges Terrace, Perth WA 6001	Retired
Branch Vice President	Pamela Bowman c/- GPO Box 2556, 66 St Georges Terrace, Perth WA 6001	Shop Assistant
Branch Secretary	Peter O'Keeffe c/- GPO Box 2556, 66 St Georges Terrace, Perth WA 6001	Union Official
Branch Assistant Secretary	Ben Harris c/- GPO Box 2556, 66 St Georges Terrace, Perth WA 6001	Union Official
Branch Treasurer	Tony Hoh c/- GPO Box 2556, 66 St Georges Terrace, Perth WA 6001	Shop Assistant
Branch Committee Members:	Kerrie Pugh c/- GPO Box 2556, 66 St Georges Terrace, Perth WA 6001	Shop Assistant
	Tennille Brymer c/- GPO Box 2556, 66 St Georges Terrace, Perth WA 6001	Shop Assistant
	Trevor Cook c/- GPO Box 2556, 66 St Georges Terrace, Perth WA 6001	Storeman
	Michele Moyes c/- GPO Box 2556, 66 St Georges Terrace, Perth WA 6001	Shop Assistant
	Grace Thomson c/- GPO Box 2556, 66 St Georges Terrace, Perth WA 6001	Shop Assistant
	Teegan Adams c/- GPO Box 2556, 66 St Georges Terrace, Perth WA 6001	Shop Assistant
	Margaret Zurakowski c/- GPO Box 2556, 66 St Georges Terrace, Perth WA 6001	Shop Assistant
	National Council Delegates:	Peter O'Keeffe c/- GPO Box 2556, 66 St Georges Terrace, Perth WA 6001
Joe Bullock c/- GPO Box 2556, 66 St Georges Terrace, Perth WA 6001		Retired

Office	Name and Address	Occupation
National Council Delegates (Con't):	Tony Hoh c/- GPO Box 2556, 66 St Georges Terrace, Perth WA 6001	Shop Assistant
	Pamela Bowman c/- GPO Box 2556, 66 St Georges Terrace, Perth WA 6001	Shop Assistant
	Grace Thomson c/- GPO Box 2556, 66 St Georges Terrace, Perth WA 6001	Shop Assistant

8. That during the year commencing 1<sup>st</sup> January 2017 no election for any office is required.

Signature:



Date: 21<sup>st</sup> February 2017

# **ANNEXURE F**

## **SOUTH AUSTRALIA**

## 2017 Annual Return of Information

I, Sonia Romeo, Secretary of the Shop Distributive and Allied Employees' Association South Australian Branch declare:

- (a) I am authorised to make this declaration; and
- (b) The register of members has, during the immediately preceding calendar year, been kept and maintained as required by paragraph 230(1)(a) and subsection 230(2) of the Fair Work (Registered Organisations) Act 2009; and
- (c) The following records required to be kept under paragraphs 230(1)(b), (c) and (d) of the Fair Work (Registered Organisations) Act 2009 are a correct statement of the information contained in those records.

### 1 List of Offices

President	1
Vice-Presidents	2
Secretary/Treasurer	1
Assistant Secretary	1
Committee Members	5
Delegates to National Council	6

### 2 List of persons holding the Offices

The names, postal addresses and occupations of persons holding office in the South Australian Branch of the Shop Distributive & Allied Employees' Association are:

#### Executive Officers

Name	SDA Position Held	Postal Address	Occupation
Lynette Rivers	President	1/69 Fullarton Road Kent Town SA 5067	Shop Assistant
Maree Appelkamp	Vice-President	1/69 Fullarton Road Kent Town SA 5067	Shop Assistant
Anne Revell	Vice-President	1/69 Fullarton Road Kent Town SA 5067	Shop Assistant
Sonia Romeo	Secretary/Treasurer	1/69 Fullarton Road Kent Town SA 5067	Union Official
Joshua Peak	Assistant Secretary	1/69 Fullarton Road Kent Town SA 5067	Union Official
Adam Izzo	Committee Member	1/69 Fullarton Road Kent Town SA 5067	Shop Assistant
Leanne Mason	Committee Member	1/69 Fullarton Road Kent Town SA 5067	Shop Assistant
Roger Nicholls	Committee Member	1/69 Fullarton Road Kent Town SA 5067	Shop Assistant
Tara O'Malley	Committee	1/69 Fullarton Road	Shop Assistant

	Member	Kent Town SA 5067	
Robert O'Rielly	Committee Member	1/69 Fullarton Road Kent Town SA 5067	Shop Assistant

### National Councillors

Name	Address	Occupation
Maree Appelkamp	1/69 Fullarton Road Kent Town SA 5067	Shop Assistant
Peter Malinauskas	1/69 Fullarton Road Kent Town SA 5067	Member of Parliament
Roger Nicholls	1/69 Fullarton Road Kent Town SA 5067	Shop Assistant
Anne Revell	1/69 Fullarton Road Kent Town SA 5067	Shop Assistant
Lynette Rivers	1/69 Fullarton Road Kent Town SA 5067	Shop Assistant
Sonia Romeo	1/69 Fullarton Road Kent Town SA 5067	Union Official

### 3 Branch Name

The name of the branch is the Shop, Distributive and Allied Employees' Association (South Australian Branch).

### 4 Branch Address

The registered address of the abovementioned branch is Unit 1, 69 Fullarton Road, Kent Town, South Australia, 5067.

### 5 Branch Elections

Elections are required to be held during the year commencing 1 January 2017 for the following offices:

None.

### 6 Statement concerning number of members

The branch had 28,051 members at the close of business on 31 December 2016.



Sonia Romeo  
22 February 2017

# **ANNEXURE G**

## **NEWCASTLE & NORTHERN**



## DECLARATION OF BRANCH SECRETARY-TREASURER

I, BARBARA NEBART of Level 1, 710 Hunter Street, Newcastle, NSW 2302, in the State of New South Wales, declare as follows:

- 1 I am the Branch Secretary-Treasurer of the Newcastle and Northern Branch of the Shop, Distributive and Allied Employees' Association, an organisation of employees duly registered under the Fair Work (Registered Organisations) Act 2009.
- 2 The register of members has, during the immediately preceding calendar year, been kept and maintained as required by paragraph 230(1)(a) and subsection (2) of the said Act. The attached copy of records lodged is a correct statement of information contained in those records.
- 3 The offices and the names, postal addresses and occupations of the persons holding office in the Newcastle and Northern Branch of the Shop, Distributive and Allied Employees' Association as at Wednesday 15 February 2017 are as follows:

<u>BRANCH PRESIDENT</u>	Mr John Simnett PO Box 118 Hamilton, 2303	Shop Assistant
<u>BRANCH VICE-PRESIDENTS</u>	Mr Garry Luxton PO Box 118 Hamilton, 2303	Shop Assistant
	Mrs Margaret Ann Harris PO Box 118 Hamilton, 2303	Shop Assistant
<u>BRANCH SECRETARY</u>	Ms Barbara Nebart PO Box 118 Hamilton, 2303	Union Officer
<u>BRANCH COUNCILLORS</u>	Mr Colin Moon PO Box 118 Hamilton, 2303	Shop Assistant
	Mr Ross Simmons PO Box 118 Hamilton, 2303	Shop Assistant
	Ms Maria Bartholomew PO Box 118 Hamilton, 2303	Shop Assistant
	Ms Toni May PO Box 118 Hamilton, 2303	Union Officer
	Ms Lynette Wiebe PO Box 118 Hamilton, 2303	Union Officer
	Mr David Bliss PO Box 118 Hamilton, 2303	Union Officer

DELEGATES TO  
NATIONAL COUNCIL

Ms Barbara Nebart  
PO Box 118 Hamilton, 2303

Union  
Officer

Ms Lynette Wiebe  
PO Box 118 Hamilton, 2303

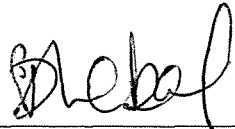
Union  
Officer

Mr David Bliss  
PO Box 118 Hamilton, 2303

Union  
Officer

4. The name under which the Branch is carried on is:  
  
"Shop, Distributive and Allied Employees'  
Association, Newcastle and Northern Branch".
  
5. The situation of the registered office of the Branch is:  
  
"Level 1, 710 Hunter Street, Newcastle,  
New South Wales 2302 Australia".
  
6. The number of members on 31 December in the previous year was 14,098.
  
7. There are elections for the Branch Council to be held in 2017.

Signed:

  
\_\_\_\_\_

Date:

15-2-17.

**ANNEXURE H**

**TASMANIA**

FAIR WORK REGISTERED ORGANISATIONS ACT 2009


ANNUAL RETURN OF INFORMATION OF  
SHOP DISTRIBUTIVE AND ALLIED EMPLOYEES ASSOCIATION  
TASMANIA BRANCH

---

I, Paul Orlando Griffin of 72 York Street, Launceston 7250, in the state of Tasmania, do solemnly and sincerely declare:-

1. I am the Secretary of the Shop Distributive and Allies Employees Association, Tasmania Branch.
2. That the register of members has during the 2016 calendar year, been kept and maintained as required by s.230(1)(a) and s.230(2) of the Fair Work (Registered Organisations) Act 2009 (the Act).
3. That the copy of records lodged is a correct statement of information contained in these records.
4. That during the prescribed period, no election is required for the 2017 year.
5. That annexed hereto and marked A is a true copy of the said Branch and includes the name and address of the Branch.
6. That as at 31<sup>st</sup> December 2016, a total number of members of the Association amounted to 5353.

Declared in Launceston        )  
in the State of Tasmania        )  
the 24<sup>th</sup> day of February 2017.)



.....  
General Secretary

ATTACHMENT A

**SHOP DISTRIBUTIVE AND ALLIED EMPLOYEES ASSOCIATION  
TASMANIAN BRANCH**

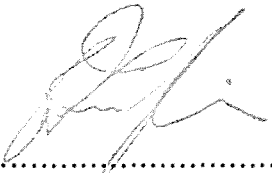
Registered Office: 72 York Street, Launceston, Tas. 7250  
Postal Address: PO Box 1289, Launceston, Tas. 7250  
Phone: 03 6331 8166  
Fax: 03 6334 2104  
E-mail: secretary@sdatas.asn.au

<u>OFFICERS</u>	<u>NAME</u>	<u>ADDRESS</u>
<b>GENERAL PRESIDENT</b>	Mrs Karyn Synnott Administration	72 York Street LAUNCESTON TAS 7250
<b>VICE PRESIDENT</b>	Mr James Fitzpatrick Sales Assistant	72 York Street LAUNCESTON TAS 7250
<b>GENERAL SECRETARY</b>	Mr Paul Griffin Trade Union Secretary	72 York Street LAUNCESTON TAS 7250
<b>MEMBER OF STATE COUNCIL</b>	Ms Tania Venn Sales Assistant	72 York Street LAUNCESTON TAS 7250
<b>MEMBER OF STATE COUNCIL</b>	Ms Aniela Harris Sales Assistant	72 York Street LAUNCESTON TAS 7250
<b>MEMBER OF STATE COUNCIL</b>	Ms Leanne Porter Sales Assistant	72 York Street LAUNCESTON TAS 7250
<b>MEMBER OF STATE COUNCIL</b>	Mrs Isabell Wells Sales Assistant	72 York Street LAUNCESTON TAS 7250
<b>MEMBER OF STATE COUNCIL</b>	Mrs Katrina Barr Sales Assistant	72 York Street LAUNCESTON TAS 7250
<b>MEMBER OF STATE COUNCIL</b>	Mrs Katrina Riseley Sales Assistant	72 York Street LAUNCESTON TAS 7250

DELEGATE TO	Mr Paul Griffin	72 York Street
NATIONAL COUNCIL		LAUNCESTON TAS 7250

DELEGATE TO	Mrs Karyn Synnott	72 York Street
NATIONAL COUNCIL		LAUNCESTON TAS 7250

DELEGATE TO	Mr James Fitzpatrick	72 York Street
NATIONAL COUNCIL		LAUNCESTON TAS 7250

Signed:  .....

Paul Griffin  
General Secretary