



**AUSTRALIAN INDUSTRIAL REGISTRY**

Level 36, Nauru House  
80 Collins Street, Melbourne, VIC 3000  
GPO Box 1994S, Melbourne, VIC 3001  
Telephone: (03) 8661 7822  
Fax: (03) 9654 6672

Ref: 006N - VIC (AR 2002/80)

Mr J de Bruyn  
National Secretary  
Shop, Distributive & Allied Employees' Association  
Fifth Floor,  
53 Queen Street  
MELBOURNE VIC 3000

Dear Mr de Bruyn

**Re: Shop Distributive & Allied Employees' Association - Victoria Branch  
Annual Return of information contained in records kept by organisation**

I have received your letter dated 3 March 2003 together with statutory declaration declared by Michael John Donovan on 24 February 2003 with attachment "A" providing information in accordance with subsection 268(3) of the *Workplace Relations Act 1996* (the Act). The documents were lodged in the Industrial Registry on 6 March 2002.

The documents lodged cover the following information for the 2003 Annual Return:

- certification in respect of the register of members of the branch
- certification in respect of the offices of the branch and of the persons holding those offices
- address of the office of the branch
- information regarding elections.

The documents have been filed.

Yours sincerely

Margaret Williams  
Statutory Services Branch

7 March 2003

AR 2003/80



Shop, Distributive & Allied Employees' Association

REGISTERED OFFICE: FIFTH FLOOR, 53 QUEEN STREET, MELBOURNE, 3000. TELEPHONE (03) 9629 2299 FAX (03) 9629 2646 EMAIL sdanat@c031.aone.net.au  
ABN 99 789 302 470

**NATIONAL PRESIDENT**  
Don Farrell

**NATIONAL SECRETARY**  
Joe de Bruyn

jdb/cr  
Monday 3<sup>rd</sup> March, 2003

The Industrial Registrar  
Nauru House  
80 Collins Street  
Melbourne Vic 3000

Dear Sir,

Please find enclosed a return of information under Section 268(3) of the Workplace Relations Act from our Victorian Branch which is forwarded to you for filing pursuant to the provision of the Act.

Yours faithfully,

A handwritten signature in black ink that reads 'J. de Bruyn'. The signature is written in a cursive, slightly slanted style.

JOE DE BRUYN  
National Secretary/Treasurer

encl: as above

## STATUTORY DECLARATION

I, **MICHAEL JOHN DONOVAN**, of 53 Queen Street, Melbourne, in the State of Victoria, Union Official, do solemnly and sincerely declare :-

1. **THAT** 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 Workplace Relations Act 1996.
2. **THAT** I am authorised to make this Statutory Declaration on behalf of the Victorian Branch.
3. **THAT** the information supplied in (1), (2), (3), (4), and (5) of the attached document marked with the letter "A" are true and correct statements of fact.

**AND I MAKE** this solemn declaration by virtue of the Statutory Declarations Act 1959 and subject to the penalties provided by that Act for making false statements in statutory declarations conscientiously believing the statements contained in this declaration to be true and correct in every particular.

Declared at Melbourne )  
in the State of Victoria )  
this 24<sup>th</sup> day of FEBRUARY )  
2003. )

Michael John Donovan

Before Me : Melissa Macken  
MELISSA MACKEN

A NATURAL PERSON WHO IS A CURRENT  
PRACTITIONER WITHIN THE MEANING OF  
THE LEGAL PRACTICE ACT 1996.

**A. J. MACKEN & CO.**  
11TH FLOOR  
53 QUEEN STREET  
MELBOURNE VIC 3000

**1. REGISTER OF MEMBERS**

There has been maintained during the year of 2002 a register of members of the Victorian Branch of the Shop, Distributive and Allied Employees' Association as required by subsection 268 (1) and (2) of the Workplace Relations Act 1996.

**2. OFFICES**

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

President	1
Vice-President	1
Secretary / Treasurer	1
Assistant Secretary / Treasurer	1
Trustees	2
Branch Delegates To National Council	8
Division Delegates To Branch Conference	36
State Councillors	13

**3. PERSONS HOLDING OFFICE**

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

**Officers**

Mary Lambert President	Union Official
Judith Cotter Vice President	Sales Assistant
Michael Donovan Secretary/Treasurer	Union Official
Gary Ward Assistant Secretary/Treasurer	Union Official

**Trustees**

Gary Ward	Union Official
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"A"

John Whateley Union Official

**BRANCH DELEGATES TO NATIONAL COUNCIL**

Michael Donovan Union Official

Mary Lambert Union Official

Judith Cotter Sales Assistant

Gary Ward Union Official

Maureen Forni Sales Assistant

Kay Marks Sales Assistant

Lori Goss Sales Assistant

Nola Jones Sales Assistant

**DIVISION DELEGATES TO CONFERENCE**

**Metropolitan**

David Baker Sales Assistant

Antony Burke Union Official

Trish Connelly Union Official

Pamela Cummins Sales Assistant

Shelley Farrugia Sales Assistant

"A"

Linda Hunt	Sales Assistant
Nola Jones	Sales Assistant
Kay Marks	Sales Assistant
Margaret Muscat	Sales Assistant
Radha Nair	Union Official
Sue Nance	Sales Assistant
Phillip Nicholson	Union Official
Denis Parker	Union Official
Maria Rowe	Sales Assistant
Ada Scibilia	Union Official
Thelma Sheean	Sales Assistant
Jennifer Siwek	Sales Assistant
Karen Spurr	Sales Assistant
Tammy Trimble	Sales Assistant
Lorraine Vallaro	Union Official

**Hairdressing & Beauty Division**

Elizabeth Shaw	Union Official
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"A"

**Mannequins & Models Division**

Trudy Woodward Model

**Distribution Division**

Gary Todd Union Official

**Bendigo Division**

Valerie Bolitho Sales Assistant

Denise Cornish Sales Assistant

**Ballarat Division**

John Whateley Union Official

Wendy Pilcher Sales Assistant

**Geelong Division**

David Porter Sales Assistant

Patricia Smith Sales Assistant

**Western Division**

Pamela Medro Sales Assistant

**North Western Division**

John Finn Sales Assistant

**Northern Division**

Jock Hastie Sales Assistant

"A"

**North Eastern Division**

Ian MacPherson Sales Assistant

**Gippsland & Central Division**

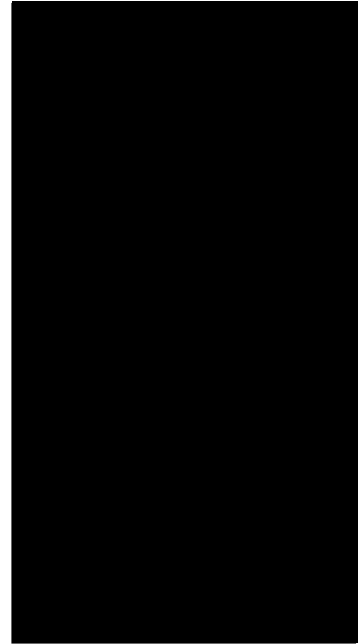
Suzanne Hollingsworth Sales Assistant

**Mallee Division**

Phillip Pendlebury Sales Assistant

**Latrobe Division**

Julie Coady Sales Assistant



**4. NAME OF BRANCH**

The name of the branch is the Shop, Distributive & Allied Employees' Association (Victorian Branch) and its registered address is 9<sup>th</sup> floor, 53 Queen Street, Melbourne, Victoria 3000.

**5. ELECTIONS TO BE HELD**

During the year commencing 1 April 2003 an election is required for the office of Branch Assistant Secretary/Treasurer.





AUSTRALIAN INDUSTRIAL REGISTRY

Level 36, Nauru House  
80 Collins Street, Melbourne, VIC 3000  
GPO Box 1994S, Melbourne, VIC 3001  
Telephone: (03) 8661 7822  
Fax: (03) 9654 6672

Our ref. AR2003/80

Mr Michael Donovan  
Branch Secretary  
Shop, Distributive & Allied Employees' Association  
Ninth Floor,  
53 Queen Street  
MELBOURNE VIC 3000

Dear Mr Donovan

**Re: Shop, Distributive & Allied Employees Association - Victorian Branch  
Notification of changes made to records of organisation**

I have received your letter dated 30 May 2003 together with statutory declaration declared on 2 June 2003 providing notification of changes made to records in accordance with subsection 268(4) of the *Workplace Relations Act 1996* (the Act). The documents were lodged in the Industrial Registry on 4 June 2003.

The documents lodged cover changes made to the following records kept by the organisation

- change in offices of the branch, and of the persons holding those offices.

The documents have been filed.

Please note that the Workplace Relations (Registration and Accountability of Organisations) legislation (Schedule 1B to the *Workplace Relations Act 1996*) came into force on 12 May 2003. Any future notifications of changes to records should be made in accordance with s.233(2) of Schedule 1B to the *Workplace Relations Act 1996*. The notification can be made in the form of a declaration rather than a **statutory** declaration.

Yours sincerely

Margaret Williams  
Statutory Services Branch

5 June 2003

Shop, Distributive & Allied Employees' Association



Victorian Branch ■ Ninth Floor, 53 Queen Street, Melbourne, 3000

**Secretary** Michael Donovan

■ Telephone (03) 9282 0400 Country Freecall 1800 133 048 Fax (03) 9614 6264 Email: info@sdavic.org

30 May 2003

Industrial Registrar  
Australian Industrial Registry  
Level 35, Naura House  
80 Collins Street  
Melbourne Vic 3000

Dear Sir,

**RE: CHANGES IN LIST OF OFFICE-HOLDERS PURSUANT TO S.268(4)**

Please find enclosed my Statutory Declaration as required under the Workplace Relations Act in regard to changes of Office-Holders under Section 268(4) of the Act.

Yours sincerely,

A handwritten signature in cursive script that reads "Michael Donovan". The signature is written in black ink and is positioned above the printed name and title.

**Michael Donovan**  
State Secretary

Enc.

## STATUTORY DECLARATION

I, MICHAEL JOHN DONOVAN, of 53 Queen Street, Melbourne, in the State of Victoria,  
Union Official do solemnly and sincerely declare :-

1. THAT the information supplied in the attached document marked with the letter "A"  
is a true and correct statements of fact.

AND I MAKE this solemn declaration by virtue of the Statutory Declarations Act 1959 and  
subject to the penalties provided by that Act for making false statements in statutory declarations  
conscientiously believing the statements contained in this declaration to be true and correct in  
every particular.

Declared at Melbourne

in the State of Victoria

this ~~2<sup>ND</sup>~~ day of ~~May~~ JUNE 2003)

)  
)  
) Michael John Donovan

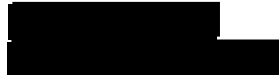
Before Me :

Josephine

MEMBER AUSTRALIAN SOCIETY  
OF CPA's No 230370

'A'

1. THAT on 25 February 2003 the Registrar of the Australian Industrial Relations Commission approved an alteration to the Rules of the Shop, Distributive & Allied Employees' Association Victorian Branch creating a new office in the Branch of a second Vice-President.
2. THAT on 27 May 2003 Ray Levingston, the Returning Officer appointed by State Council of this Branch, declared the following person elected to the office of Vice-President (newly created) of the Victorian Branch:

<b>Name</b>	<b>Position</b>	<b>Address</b>
Lorraine Vallaro	Union Official	



**AUSTRALIAN INDUSTRIAL REGISTRY**

Level 36, Nauru House  
80 Collins Street, Melbourne, VIC 3000  
GPO Box 1994S, Melbourne, VIC 3001  
Telephone: (03) 9653 8200  
Fax: (03) 9654 6812

Mr Michael Donovan  
State Secretary  
Shop, Distributive and Allied Employees Association  
Victorian Branch  
65 Southbank Boulevard  
SOUTHBANK VIC 3006

Dear Mr Donovan,

**Re: Shop, Distributive and Allied Employees Association - Victorian Branch  
Notification of changes made to records of organisation (AR2003/80)**

Thank you for your declaration of 11 June 2003 providing advice of a change of address, telephone and facsimile numbers of the Victorian Branch of the Shop, Distributive and Allied Employees Association. Your advice was made pursuant to subsection 233(2) of Schedule 1B of the Workplace Relations Act 1996.

The alterations have been made to our records and the document has been filed.

Yours sincerely,

Robert Pfeiffer  
Statutory Services Branch

20 June 2003

AR2003/80.



65 Southbank Boulevard  
Southbank Vic 3006

tel	(03) 9698 1400
freecall	1800 133 048
fax	(03) 9698 1401
email	<a href="mailto:info@sdavic.org">info@sdavic.org</a>
web	<a href="http://www.sdavic.org">www.sdavic.org</a>

State Secretary: Michael Donovan

11 June 2003

Principal Registry  
Australian Industrial Relations Commission  
Nauru House  
80 Collins Street  
MELBOURNE VIC 3000

Fax No. 9654 6812

Dear Sir,

I advise that the office of the Shop, Distributive & Allied Employees Association, Victorian Branch has relocated.

The new postal address and contact numbers are as follows:

Phone:	(03) 9698 1400
Fax:	(03) 9698 1401
Address:	65 Southbank Boulevard, Southbank, Vic, 3006
Email:	<a href="mailto:info@sdavic.org">info@sdavic.org</a>

Yours sincerely,

A handwritten signature in cursive script that reads "Michael Donovan".

**Michael Donovan**  
State Secretary

## PFEIFFER, Robert

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**From:** PFEIFFER, Robert  
**Sent:** Friday, 20 June 2003 3:10 PM  
**To:** 'info@sdavic.org'  
**Subject:** Attention : Mr Michael Donovan re: change of address



SDAEA - Vic  
change of address



**AUSTRALIAN INDUSTRIAL REGISTRY**

Australian Industrial Registry  
Level 35, Nauru House  
80 Collins Street  
MELBOURNE VIC 3000  
Telephone: (03) 8661 7888  
Fax: (03) 9654 6672

Ref: AR2003/80-[006N-VIC]

Mr M J Donovan  
State Secretary  
Shop, Distributive and Allied Employees Association-Victorian Branch  
9th Floor  
53 Queen Street  
MELBOURNE VIC 3000

Dear Mr Donovan

**Re: Shop, Distributive and Allied Employees Association-Victorian Branch  
Annual Return of Information for Year 2003**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for the year 2003 in respect of the body specified above.

In accordance with subsection 268(3) of the *Workplace Relations Act 1996*, each organisation is required to lodge in the Industrial Registry certain information relating to records required to be kept by the organisation under subsection 268(1) and regulation 102 of the *Workplace Relations Regulations*. Such information must be lodged once in each year at any time during the period of three months commencing 1 January.

A summary of the information required to be lodged annually is set out in the accompanying document. Notifications of changes to the annual information required to be lodged under subsection 268(4) are also summarised in the accompanying document.

Please do not hesitate to contact me on (03) 8661 7822 if you wish to discuss the requirements for the Annual Return of Information or notifications of changes to such information.

Yours sincerely

Margaret Williams  
E-mail: [margaret.williams@air.gov.au](mailto:margaret.williams@air.gov.au)

22 January, 2003