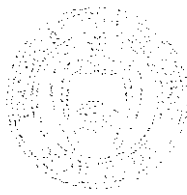


**Transport Workers'**

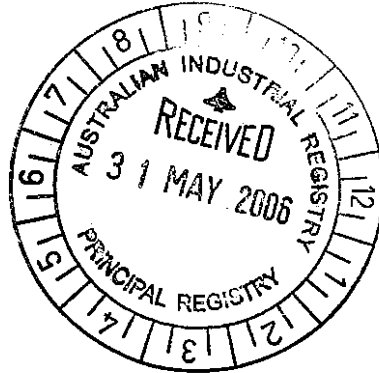


FR 2005/659  
**Union of Australia**

John Allan Federal Secretary

29 May 2006

Att: Lynette Markovski  
Statutory Services Branch  
Australian Industrial Registry  
Level 42  
Nauru House  
80 Collins Street  
Melbourne Vic 3000



ABN: 18 559 030 246  
PO Box 7419  
St Kilda Road  
Melbourne, Victoria 8004  
52-56 Rouse Street  
Port Melbourne, Victoria 3207  
Phone: (03) 8645 3333  
Fax: (03) 9676 2669  
E-mail: twu@twu.com.au  
Website: www.twu.com.au

Dear Lynette,

**RE: TWU 2005 FINANCIAL ACCOUNTS & FIGURES**

I enclose pursuant to the requirements of the Workplace Relations Act and Regulations, Financial Accounts and Records for distribution to members of the TWU.

The accounts were presented to a Committee of Management meeting on 16 March 2006.

The accounts were distributed on 21 April 2006.

The accounts were presented to the Federal Council meeting on 15 May 2006.

Please contact me on 03 8645 3304 if you have any questions concerning this matter.

Yours faithfully,

**JOHN ALLAN  
FEDERAL SECRETARY**

**TRANSPORT WORKERS' UNION OF AUSTRALIA  
FEDERAL COUNCIL**

**GENERAL PURPOSE FINANCIAL REPORT**

**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**TRANSPORT WORKERS' UNION OF AUSTRALIA**

**FEDERAL COUNCIL**

**FINANCIAL REPORT**

**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**CONTENTS**

	<b><u>PAGE NO'S</u></b>
Operating Report	1
Balance Sheet	2
Statement of Changes in Equity	3
Income Statement	4 & 5
Statement of Cash Flows	6
Notes to & Forming Part of the Financial Statements	7 - 28
Federal Committee of Management Statement	29 & 30
Auditor's Report	31 & 32
Income Statement - Federal Council	33 & 34
Income Statement - Federal Building Fund	35
Income Statement - Canberra Building Fund	36
Income Statement - Federal Training Fund	37
Income Statement - Long Service Leave & Annual Leave Fund	38
Income Statement - Organising Fund	39
Income Statement - Linfox Crib Break Matter	40
Summary of Surplus/ (Deficit) - Consolidated	41

**OPERATING STATEMENT**

The committee of management present their statement on the reporting unit for the financial year ended 31st December, 2005.

**1. COMMITTEE OF MANAGEMENT**

The names of the Committee of Management at any time during the year or since the end of the year are: John Allan, Hughie Williams, Jim McGiveron, Tony Sheldon, Bill Noonan, and Alex Gallagher. The members of the Committee of Management have been in office since the start of the financial year to the date of this report unless other wise stated.

**2. PRINCIPAL ACTIVITY**

The principal activity of the reporting unit during the financial year was that of Governing body of the Transport Workers Union of Australia. No significant change in the nature of that activity occurred during the year.

**3. RESULTS**

The deficit for the year was \$583,464

**4. RIGHTS OF MEMBERS TO RESIGN**

Under Section 174(1) of the Workplace Relations Act 1996, a member may resign from membership by written notice addressed and delivered to a person designated for the purpose in the rules of the organisation or a branch of the organisation.

**5. MEMBERSHIP**

The number of members at 31st December, 2005 was 82,028.

**6. EMPLOYEES**

The number of employees at 31st December, 2005 was 14.

**7. SUPERANNUATION TRUSTEE**

The following officers of the Transport Workers Union of Australia - Federal Council are trustees of the TWU Superannuation Fund: Mr John Allan, Mr Bill Noonan, Mr Alex Gallagher, Mr Jim McGiveron, and Mr Tony Sheldon.

**8. SIGNIFICANT CHANGES TO THE REPORTING UNITS FINANCIAL AFFAIRS**

There have been no significant changes in the financial affairs of the reporting unit.

  
**MR JOHN ALLAN**

**FEDERAL SECRETARY**

16th March, 2006

**TRANSPORT WORKERS' UNION OF AUSTRALIA**  
**FEDERAL COUNCIL**

**PAGE 2**

**BALANCE SHEET AS AT 31ST DECEMBER, 2005**

<b><u>2004</u></b>		<b><u>NOTE</u></b>	
<b><u>CURRENT ASSETS</u></b>			
9,922,905	Cash and Cash Equivalents	5	728,009
146,412	Trade Receivables	6	78,544
<u>10,069,317</u>	<b>TOTAL CURRENT ASSETS</b>		<u>806,553</u>
<b><u>NON-CURRENT ASSETS</u></b>			
69,093	Financial Assets	7	8,665,274
87,221	Property, Plant and Equipment	8	76,796
100	Investments in Associates	9	100
<u>156,414</u>	<b>TOTAL NON-CURRENT ASSETS</b>		<u>8,742,170</u>
<u>10,225,731</u>	<b>TOTAL ASSETS</b>		<u>9,548,723</u>
<b><u>CURRENT LIABILITIES</u></b>			
190,713	Trade and Other Payables	10	77,378
71,086	Short Term Provisions	11	75,753
<u>261,799</u>	<b>TOTAL CURRENT LIABILITIES</b>		<u>153,131</u>
<b><u>NON-CURRENT LIABILITIES</u></b>			
162,138	Long Term Provisions	12	177,262
<u>162,138</u>	<b>TOTAL NON-CURRENT LIABILITIES</b>		<u>177,262</u>
<u>423,937</u>	<b>TOTAL LIABILITIES</b>		<u>330,393</u>
\$ <u>9,801,794</u>	<b>NET ASSETS</b>		\$ <u>9,218,330</u>
<b><u>EQUITY</u></b>			
4,936,364	Reserves		4,936,364
4,865,430	Accumulated Funds		4,281,966
\$ <u>9,801,794</u>	<b>TOTAL EQUITY</b>		\$ <u>9,218,330</u>

**STATEMENT OF CHANGES IN EQUITY**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

	<b>Accumulated Funds</b>	<b>Asset Revaluation Reserve</b>	<b>Other Reserves</b>	<b>Total</b>
<b>Balance at 1st January 2004</b>	<b>1,272,517</b>	<b>3,649,951</b>	<b>3,055,154</b>	<b>7,977,622</b>
Surplus/(deficit) for the year	(57,038)	-	-	(57,038)
Transfer from Asset Revaluation Reserve	3,649,951	-	-	3,649,951
Transfer to Accumulated Funds	-	(3,649,951)	-	(3,649,951)
Capital Profit on Sale of Property	-	-	1,881,210	1,881,210
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Balance at 31st December 2004</b>	<b>4,865,430</b>	<b>-</b>	<b>4,936,364</b>	<b>9,801,794</b>
	<hr/>	<hr/>	<hr/>	<hr/>
Surplus/(deficit) for the year	(583,464)	-	-	(583,464)
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Balance at 31st December 2005</b>	<b>\$ 4,281,966</b>	<b>\$ -</b>	<b>\$ 4,936,364</b>	<b>\$ 9,218,330</b>
	<hr/>	<hr/>	<hr/>	<hr/>

**INCOME STATEMENT**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

<b><u>2004</u></b>		<b><u>NOTE</u></b>	
	<b><u>REVENUE</u></b>		
1,822,131	Sustentation	13	1,589,939
12,000	Trustee Fees Received		12,000
-	Linfox Crib Break Matter - Fees Received		150,000
165,448	Interest Received	14	400,617
32,147	Federal Training Fund Receipts	15	33,600
31,191	Rent & Outgoings Received - Melbourne Office		-
651,383	Rent & Outgoings Received - Canberra Building		7,590
1,650	Training Subsidy		-
<hr/>	<b>TOTAL REVENUE</b>		<hr/>
2,715,950			2,193,746
	<b><u>EXPENSES</u></b>		
750	Bookkeeping		1,500
4,759	Advertising		5,294
247,513	Affiliation Fees	16	276,991
42,736	Accomodation & Meals - Travel		56,869
-	ACTU Advertising Campaign		44,797
27,037	Amortisation		-
16,137	Annual Leave Provided		(6,786)
-	Amounts Written Off		5,810
25,800	Auditors Remuneration - Fees		31,500
2,647	Bank Charges		2,835
15,337	Cleaning		-
700	Branch Training Expenses		-
-	Consultants		77,528
-	Diminution in Value of Investments		34,352
182,024	Depreciation		20,416
52,728	Disposal of Fixed Assets		3,991
2,619	Donations		1,430
35,597	Federal Committee of Management Expenses		111,107
30,076	Road Transport Organising Project - New Zealand		-
3,333	Fringe Benefits Tax		15,754
38,445	Insurance		29,228
38,260	Interest on Branch Loans		-
6,788	ITF International Visitors		-
-	ITF Integrators Conferences		38,748
39,652	Leasing Fees		-
9,840	Lease Rental Expenses - Operating Leases		9,840
6,457	Land Tax		-
153,348	Legal Fees		103,576
32,402	Light, Heat & Power		-

**TRANSPORT WORKERS' UNION OF AUSTRALIA**  
**FEDERAL COUNCIL**

**PAGE 5**

**INCOME STATEMENT**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

<b><u>2004</u></b>		<b><u>NOTE</u></b>	
	Linfox Crib Break Matter -		
-	Fees Paid		150,792
6,887	Long Service Leave Provided		26,578
6,188	Management Fees		-
11,081	Marketing Expenses		-
26,829	Motor Vehicle Expenses		40,063
-	NSW Organising Expenses		145,921
275,000	Reimbursement to Branches		100,000
40,035	Payroll Tax		47,591
12,318	Postage		12,287
17,025	Printing & Stationery		9,851
19,367	Publications		18,401
16,497	Rates & Taxes		-
866	Rubbish Removal		-
40,182	Reimbursement to S.A./N.T. Branch		39,668
5,103	Records Storage		5,541
763	Relocation Expenses		-
109,667	Repairs & Maintenance		32,277
74,470	Rent		74,470
70,759	Reimbursement of Vic Branch Employee Expenses		-
24,584	Seminar & Course Fees		20,459
5,292	Staff Amenities		3,237
120,262	Superannuation	17	143,070
48,694	Telephone & Faxes		53,486
5,457	Training Materials		9,809
157,230	Travelling Expenses		200,991
16,000	T.U.T.A.		16,000
690	Valuation Fees		-
646,757	Wages	18	761,938
<hr/>			<hr/>
2,772,988	<b>TOTAL EXPENSES</b>		2,777,210
<hr/>			<hr/>
57,038	<b>TOTAL DEFICIT</b>		583,464
1,272,517	Accumulated Funds at the Beginning of the Year		4,865,430
3,649,951	Transfer from Reserves		-
<hr/>			<hr/>
\$ 4,865,430	<b>ACCUMULATED FUNDS AT THE END OF THE YEAR</b>		\$ 4,281,966
<hr/>			<hr/>



**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

<b><u>2004</u></b>		<b><u>NOTE</u></b>
<b><u>CASH FLOWS FROM OPERATING ACTIVITIES</u></b>		
2,004,344	Sustentation Fees	1,745,652
162,187	Interest Received	612,547
682,574	Rent Received	-
66,941	Other Income	207,750
(2,488,932)	Payments to Suppliers & Employees	(2,882,872)
(26,214)	Goods & Services Tax Remitted	(21,529)
<hr/>		<hr/>
400,900	<b>Net Cash Flow Provided by/(Used in) Operating Activities</b>	<b>25b (338,452)</b>
<hr/>		<hr/>
<b><u>CASH FLOWS FROM INVESTING ACTIVITIES</u></b>		
-	Investment in St George Corporate Bonds	(8,842,550)
10,085,138	Proceeds from Sale of Property, Plant & Equipment	-
(46,636)	Payment for Property, Plant & Equipment	(13,982)
<hr/>		<hr/>
10,038,502	<b>Net Cash Provided by/(Used in) Investing Activities</b>	<b>(8,856,532)</b>
<hr/>		<hr/>
<b><u>CASH FLOWS FROM FINANCING ACTIVITIES</u></b>		
(1,320,812)	Repayment of Loans	-
<hr/>		<hr/>
(1,320,812)	<b>Net Cash (Used In) Financing Activities</b>	<b>-</b>
<hr/>		<hr/>
9,118,590	Net Increase/(Decrease) in Cash and Cash Equivalents	(9,194,984)
793,844	Cash and Cash Equivalents at Beginning of the Year	9,912,434
<hr/>		<hr/>
\$9,912,434	<b>Cash and Cash Equivalents at End of the Year</b>	<b>25a \$ 717,450</b>
<hr/>		<hr/>

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**NOTE 1 - Statement of Significant Accounting Policies**

The financial report is a general purpose financial report prepared in accordance with Accounting Standards, Urgent Issues Group Consensus Views, other authoritative pronouncements of the Australian Accounting Standards Board and the Workplace Relations Act 1996.

The financial report has been prepared on a modified accrual basis, income is recognised on a cash receipts basis and expenses on an accrual basis. The financial report is based on historical costs modified by the revaluation of selected non-current assets, financial assets and financial liabilities for which the fair value basis of accounting has been applied. Cost is based on the fair values of the consideration given in exchange for assets. The accounting policies adopted are consistent with those of the previous year except where stated. Comparative information is reclassified where appropriate, to enhance comparability.

(a) **First time adoption of Australian equivalents to International Financial Reporting Standards.**

The union has prepared its financial statements in accordance with the Australian equivalents to International Financial Reporting Standards (AIFRS) from 1 January 2005. In accordance with the requirements of AASB 1: First time adoption of Australian Equivalents to International Financial Reporting Standards, adjustments to the entity accounts resulting from the introduction have been applied retrospectively to 2004 comparative figures excluding cases where optional exemptions available under AASB 1 have been applied. These accounts are the first financial statements of the union to be prepared in accordance with AIFRS. Reconciliations of the transition from previous Australian GAAP to AIFRS have been included in Note 2 to this report. Due to the application of Australian specific provisions contained only within the AIFRS, this financial report is not necessarily compliant with International Accounting Standards.

(b) **Property, Plant & Equipment**

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation.

***Property***

Freehold land and buildings are measured on the fair value basis, being the amount for which an asset could be exchanged between knowledgeable willing parties in an arm's length transaction. It is the policy of the union to have an independent valuation every three years, with annual appraisals being made by the union.

Increases in the net carrying amount arising on revaluation of a class of asset are credited to a revaluation reserve in Equity.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST DECEMBER, 2005

**Plant and equipment**

Plant and equipment are measured on the cost basis.

The carrying amount of plant and equipment is reviewed annually by the union to ensure it is not in excess of the recoverable amount from those assets. The recoverable amount is assessed on the basis of the expected net cash flows which will be received from the assets employment and subsequent disposal. The expected net cash flows have not been discounted to present values in determining recoverable amounts.

***Depreciation***

The depreciable amount of all fixed assets are depreciated on a straight line or diminishing value basis over their estimated useful lives to the union commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

The depreciation rates used for each class of assets are:

Class of Fixed Asset	Depreciation Rate
Buildings	2.50 - 4.00%
Plant & Equipment	5.00 - 40.00%

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each balance sheet date.

The gain or loss on disposal of all fixed assets is determined as the difference between the carrying amount of the asset at the time of disposal and the proceeds of disposal, and is included in the income statement in the year of disposal.

(c) **Financial Instruments**

**Recognition**

Financial instruments are initially measured at cost on trade date, which includes transaction costs, when the related contractual rights or obligations exist. Subsequent to initial recognition these instruments are measured as set out below:

***Held-to-maturity investments***

These investments have fixed maturities, and it is the Union's intention to hold these investments to maturity. Any held-to-maturity investments held by the Union are stated at a current value based on revaluing the investment on a straight line basis to its face value at maturity. Any adjustment is debited to the diminution in value of investments expense.

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**Fair Value**

Valuation Techniques are applied to determine the fair value of all unlisted securities, including recent arms length transactions, reference to similar instruments and option pricing models.

**Impairment**

At each reporting date the Union assess whether there is objective evidence that a financial instrument has been impaired. Impairment losses are recognised in the income statement.

(d) **Employee Benefits**

- (a) Provision is made for the unions liability for employee benefits arising from services rendered by employees to balance date as follows:

*Short-term employee benefits provisions*

Provision is made for the Union's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled, plus related on-costs.

*Long-term employee benefits provisions*

The Union's net obligation in respect of long-term service benefits are those expected to be settled after one year and have been measured at the nominal value plus related on-costs.

- (b) Contributions are made by the union to an employee superannuation fund and are charged as expenses when incurred. The fund is an accumulation fund.

(e) **Income Tax**

No provision for income tax is required as the union is exempt from income tax under Section 50-15 (3.2) of the Income Tax Assessment Act 1997.

(f) **Leases**

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

(g) **Cash and Cash Equivalents**

For the purposes of the statement of cash flows, cash includes cash on hand and in at call deposits with banks or financial institutions, investments in money market instruments maturing within less than three months and net of bank overdrafts.

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

(h) **Revenue**

All revenue is recognised on a cash receipts basis. All revenue is stated net of goods and services tax (GST).

(i) **Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the statement of financial position are shown inclusive of GST.

(j) **Critical Accounting Estimates and Judgment**

The union estimates and judgments incorporated into the financial report are based on historical results and the best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data from internal and external sources.

(k) **Impairment of Assets**

At each reporting date, the union review the carrying value of the tangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use (based on depreciated replacement cost), is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed in the income statement.

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**NOTE 2 First Time Adoption Of Australian Equivalents To International Financial Reporting Standards**

<b>RECONCILIATION OF EQUITY AS AT 1ST JANUARY 2004</b>	<b><u>NOTE</u></b>	<b>Previous GAAP at 1st January 2004 \$</b>	<b>Adjustment \$</b>	<b>Australian Equivalents to IFRS at 1st January 2004 \$</b>
<b>Current Assets</b>				
Cash and Cash Equivalents		804,237	0	804,237
Trade Receivables		242,160	0	242,160
<b>Total Current Assets</b>		<u>1,046,397</u>	<u>0</u>	<u>1,046,397</u>
<b>Non-Current Assets</b>				
Financial Assets		65,909	0	65,909
Property, Plant & Equipment		8,507,020	0	8,507,020
Intangible Assets		27,037	0	27,037
<b>Total Non-Current Assets</b>		<u>8,599,966</u>	<u>0</u>	<u>8,599,966</u>
<b>TOTAL ASSETS</b>		<u>9,646,363</u>	<u>0</u>	<u>9,646,363</u>
<b>Current Liabilities</b>				
Trade and Other Payables		1,458,542	0	1,458,542
Short Term Provisions		210,200	(152,377)	57,823
<b>Total Current Liabilities</b>		<u>1,668,742</u>	<u>(152,377)</u>	<u>1,516,365</u>
<b>Non-Current Liabilities</b>				
Long Term Provisions	2(a)	0	152,377	152,377
<b>Total Non-Current Liabilities</b>		<u>0</u>	<u>152,377</u>	<u>152,377</u>
<b>TOTAL LIABILITIES</b>		<u>1,668,742</u>	<u>0</u>	<u>1,668,742</u>
<b>NET ASSETS</b>		<u>7,977,621</u>	<u>0</u>	<u>7,977,621</u>
<b>EQUITY</b>				
Reserves		6,705,104	0	6,705,104
Accumulated funds		1,272,517	0	1,272,517
<b>TOTAL EQUITY</b>		<u>7,977,621</u>	<u>0</u>	<u>7,977,621</u>

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**NOTE 2 First Time Adoption Of Australian Equivalents To International Financial Reporting Standards (cont...)**

<b>RECONCILIATION OF EQUITY AS AT 31ST DECEMBER 2004</b>	<b><u>NOTE</u></b>	<b>Previous GAAP at 31st December 2004 \$</b>	<b>Adjustment \$</b>	<b>Australian Equivalents to IFRS at 31st December 2004 \$</b>
<b>Current Assets</b>				
Cash and Cash Equivalents		9,922,905	0	9,922,905
Trade Receivables		146,412	0	146,412
		<hr/>	<hr/>	<hr/>
<b>Total Current Assets</b>		10,069,317	0	10,069,317
		<hr/>	<hr/>	<hr/>
<b>Non-Current Assets</b>				
Financial Assets		69,093	0	69,093
Property, Plant & Equipment		87,221	0	87,221
Investments in Associates		100	0	100
		<hr/>	<hr/>	<hr/>
<b>Total Non-Current Assets</b>		156,414	0	156,414
		<hr/>	<hr/>	<hr/>
<b>TOTAL ASSETS</b>		10,225,731	0	10,225,731
		<hr/>	<hr/>	<hr/>
<b>Current Liabilities</b>				
Trade and Other Payables		190,713	0	190,713
Short Term Provisions		233,224	(162,138)	71,086
		<hr/>	<hr/>	<hr/>
<b>Total Current Liabilities</b>		423,937	(162,138)	261,799
		<hr/>	<hr/>	<hr/>
<b>Non-Current Liabilities</b>				
Long Term Provisions 2(a)		0	162,138	162,138
		<hr/>	<hr/>	<hr/>
<b>Total Non-Current Liabilities</b>		0	162,138	162,138
		<hr/>	<hr/>	<hr/>
<b>TOTAL LIABILITIES</b>		423,937	0	423,937
		<hr/>	<hr/>	<hr/>
<b>NET ASSETS</b>		9,801,794	0	9,801,794
		<hr/>	<hr/>	<hr/>
<b>EQUITY</b>				
Reserves		4,936,364	0	4,936,364
Accumulated funds		4,865,430	0	4,865,430
		<hr/>	<hr/>	<hr/>
<b>TOTAL EQUITY</b>		9,801,794	0	9,801,794
		<hr/>	<hr/>	<hr/>

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**NOTE 2** **First Time Adoption Of Australian Equivalents To International Financial Reporting Standards (cont...)**

**RECONCILIATION OF DEFICIT FOR  
THE YEAR ENDED 31ST DECEMBER 2004**

	<b><u>NOTE</u></b>	<b>Previous GAAP \$</b>	<b>Effect of Transition to Australian Equivalents to IFRS \$</b>	<b>Australian Equivalents to IFRS \$</b>
Revenue		2,715,950	0	2,715,950
Expenses		2,772,988	0	2,772,988
Surplus/(Deficit)		<u>(57,038)</u>	<u>0</u>	<u>(57,038)</u>

- (a) The carrying amounts of employee entitlements have been previously disclosed as current liabilities, considered payable within one year. Under Australian equivalents to IFRS, as a result of transition, part of the employee benefits from 1st January 2004 are now treated as non-current liabilities resulting in a reclassification as at 1st January 2004 of a total of \$152,337. This consisted of \$67,892 Annual Leave and \$84,485 Long Service Leave. For the 31st December 2004 a total of \$162,138 was reclassified consisting of \$70,766 Annual Leave and \$91,372 Long Service Leave.



**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**NOTE 3 - INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR**

The Financial Accounts of the Transport Workers Union of Australia - Federal Council have been audited in accordance with the provisions of the Workplace Relations Act, 1996, and a summary is provided for Members in accordance with Section 265 of the Act.

A copy of the audited Accounts will be supplied free of charge to Members upon request, and your attention is drawn to your Union's responsibility in this regard, as set out below.

**INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR**

In accordance with the requirements of the Workplace Relations Act 1996, the attention of members is drawn to the provisions of sub-sections (1), (2), and (3) of Section 272, which read as follows :-

- (1)        A member of a reporting unit, or a Registrar, may apply in writing to the reporting unit for specified information in relation to the reporting unit to be made available to the person making the application.
  
- (2)        The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.
  
- (3)        A reporting unit must comply with an application made under subsection (1).

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**NOTE 4 - UNION PROPERTIES**

The union owns property in the name of the Federal Council at the following locations:-

3/63 Winnellie Road, Winnellie, Northern Territory Vol. 261 Folio 156

Suite 302, 74 - 82 Beaufort Street, Perth W.A. portion of Perth Town Lots W10 and W11 and being Lot 29 on Strata Plan 8921 and being the land comprised in Title Vol. 1873 Fol. 86. (Formerly described as Lot 18 on Strata Plan 8921 comprised in Title Vol 1587 fol 86)

11 Alexandra Place, Murarrie, Queensland, Ref 50257231

52-56 Rouse Street, Port Melbourne, Victoria, Vol. 9894 Fol. 709

27 Chief Street Brompton, South Australia, Vol. 5375 Fol. 453

The properties were acquired by the expenditure of the respective Branch Funds and Federal Council. The properties are subject to the custody, control and management of the Branch concerned.

A contract was signed on 14th January, 2004 to dispose of the Carlton property. On 12th February, 2004 settlement took place. Further details are contained in Note 26.

A contract was signed on 15th July, 2004 to dispose of the Canberra property. On 30th September, 2004 settlement took place. Further details are contained in Note 27.

In November 2005, the property located at Lots 17 & 27, Beauford Street, Perth, Western Australia was sold.

In April 2005, the property located at 600 Gillingham Road, Elizabeth, South Australia was sold.

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

<b><u>2004</u></b>		<b><u>NOTE</u></b>
<b><u>NOTE 5 – Cash and Cash Equivalents</u></b>		
1,210,958	Cash at Bank	726,642
500	Cash in Hand	500
1,044,901	Deposits at Call	867
7,666,546	Term Deposits	-
\$ 9,922,905		\$ 728,009
 <b><u>NOTE 6 – Trade Receivables</u></b>		
783	Sundry Debtors	4,063
145,629	Prepayments	28 74,481
\$ 146,412		\$ 78,544
 <b><u>NOTE 7 – Financial Assets</u></b>		
69,093	Term Deposits	72,212
-	Investment in Corporate Bonds - at Cost	29 8,593,062
\$ 69,093		\$ 8,665,274
 <b><u>NOTE 8 – Property, Plant and Equipment</u></b>		
78,150	Office Furniture & Equipment – At Cost	81,328
42,504	Less Accumulated Depreciation	45,765
35,646		35,563
75,134	Library – At Cost	75,134
67,295	Less Accumulated Depreciation	67,687
7,839		7,447
82,656	Computer Equipment – At Cost	70,747
38,920	Less Accumulated Depreciation	36,962
43,736		33,785
\$ 87,221		\$ 76,795

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**2004**

**NOTE 9 - Investments in Associates**

	Shares in Unlisted Companies - at Cost	
\$ 100	Blue Card Training Pty Ltd	\$ 100

**NOTE 10 - Trade and Other Payables**

-	Other Creditors	9,588
190,713	Accrued Expenses	67,790
<u>\$ 190,713</u>		<u>\$ 77,378</u>

**NOTE 11 - Short Term Provisions**

\$ 71,086	Provision for Annual Leave	\$ 75,753
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**NOTE 12 - Long Term Provisions**

70,766	Provision for Annual Leave	59,312
91,371	Provision for Long Service Leave	117,949
<u>\$ 162,137</u>		<u>\$ 177,261</u>

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**2004**

**NOTE 13 - Sustentation**

446,978	New South Wales Branch (net of refund \$7,683, 2004 \$141)	343,427
545,373	Vic/Tas Branch (net of refund Nil, 2004 \$30,646)	449,384
158,845	S.A./N.T. Branch (net of refund \$6, 2004 \$86)	158,359
318,943	Queensland Branch (net of refund \$7,190, 2004 \$4,940)	304,968
306,990	Western Australia Branch (net of refund Nil, 2004 \$105)	301,220
45,002	Canberra Branch (net of refund \$50, 2004 Nil)	32,581
<u>\$ 1,822,131</u>		<u>\$ 1,589,939</u>

**NOTE 14 - Interest Received**

34,358	General Fund	4,931
79	Long Service Leave & Annual Leave Fund	87
11,584	Canberra Project Bank Account	7,923
44,901	Members Equity Account	1
66,546	Term Deposit - General Fund	52,573
3,185	Term Deposit - Long Service Leave & Annual Leave Fund	3,118
-	St George Corporate Bonds	316,115
-	Linfox Crib Break Matter Acc	864
4,795	Federal Building Fund	-
-	24 Hour Call Account	12,158
-	Federal Organising Fund	2,847
<u>\$ 165,448</u>		<u>\$ 400,617</u>

**NOTE 15 - Federal Training Fund Receipts**

10,247	New South Wales Branch	11,738
8,843	Victoria/Tasmanian Branch	9,007
2,609	S.A./N.T. Branch	2,508
5,326	Queensland Branch	5,024
4,507	Western Australia Branch	4,718
615	Canberra Branch	605
<u>\$ 32,147</u>		<u>\$ 33,600</u>

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**2004**

**NOTE 16 - Affiliation Fees**

184,000	A.C.T.U.	186,909
49,358	I.T.F.	54,509
3,055	A.P.H.E.D.A.	2,655
11,100	A.T.A.	16,100
-	A.R.F.	1,818
-	Bus Industry Association	15,000
<u>\$ 247,513</u>		<u>\$ 276,991</u>

**NOTE 17 - Superannuation**

98,372	Officers	125,517
21,890	Employees	17,553
<u>\$ 120,262</u>		<u>\$ 143,070</u>

**NOTE 18 - Wages**

529,306	Officers	667,300
117,451	Employees	94,638
<u>\$ 646,757</u>		<u>\$ 761,938</u>

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**NOTE 19 - Events Subsequent to Reporting Date**

No event has arisen subsequent to balance date, the effect of which may be material in relation to the financial statements.

**NOTE 20 - Economic Dependence**

The Principal source of income for the Federal Office is sustentation fees from its constituent branches and accordingly, Federal Office is economically dependant on the ability of those branches to continue to service the needs of its members on industrial and workplace matters

**NOTE 21 - Segment Reporting**

The union operates in predominantly one business and geographical segment, being to service the needs of its state based branches and their respective members on a range of industrial and workplace matters.

**NOTE 22 - Union Details**

The registered office and the principal place of business of the union is 52-56 Rouse Street, Port Melbourne, Victoria 3207.

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**NOTE 23 - Related Party Transactions**

**(a) Office-Holders**

The following persons held office in the Federal Council for all or part of the financial year and, together with each branch of the organisation, are deemed to be a related party for financial reporting purposes:

John Allan, Hughie Williams, Jim McGiveron, Tony Sheldon, Bill Noonan, Alex Gallagher

**(b) Office-Holders Transactions**

The aggregate amount of remuneration paid by the Sub-Branch Office during the year to elected officers entitled to be remunerated under the Rules of the organisation was the amount as set out in the Income Statement.

**NOTE 24 - Contingent Liabilities**

Estimates of the potential financial effect of contingent liabilities that may become payable

The union is involved in several legal proceedings.

The solicitors do not anticipate any order for costs against the union. However if the actions are unsuccessful there will be further legal costs incurred. A quantifiable figure is not available but is not expected to be material.



NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST DECEMBER, 2005

2004

NOTE 25(a) - Reconciliation of Cash and Cash Equivalents

Cash and cash equivalents at the end of the financial year as shown in the Statement of Cash Flows is reconciled to the related items in the Balance Sheet as follows:

1,200,488	Cash at Bank	716,083
500	Cash on Hand	500
1,044,900	Deposits at call	867
7,666,546	Term Deposits	-
<hr/>		<hr/>
\$ 9,912,434		\$ 717,450
<hr/>		<hr/>

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**2004**

**NOTE 25(b) - Reconciliation of Net Cash Provided by/  
(Used in) Operating Activities to Total Surplus/(Deficit) for  
the Year.**

(57,038)	Total Surplus/(Deficit)	\$ (583,464)
182,024	Depreciation	20,416
16,137	Annual Leave Provided	(6,787)
6,887	Long Service Leave Provided	26,578
27,038	Amortisation	-
52,985	Assets Written Off	3,991
80,381	Increase/(Decrease) in Accrued Expenses	(122,924)
-	Increase in Other Creditors	9,588
20,187	Decrease/(Increase) in Sundry Debtors	(3,281)
(78)	(Increase) in Long Service Leave & Annual Leave Fund	(87)
(3,184)	(Increase) /Decrease in Investments	246,369
75,561	Decrease in Prepaid Expenses	71,149
<hr/>		<hr/>
\$ 400,900	Net Cash Flow Provided by/(Used in) Operating Activities	\$ (338,452)
<hr/>		<hr/>

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**NOTE 26 - Melbourne Property**

The Melbourne property comprising land and buildings located at 18-20 Lincoln Square, Carlton, was revalued at 31st December, 2003 to a figure of \$2,600,000. This was based on the contract of sale of the property dated 14th January, 2004.

On 19th September, 2003 a letter of intent was signed to purchase the property. An amount of \$27,500 was deposited into a real estate agent's trust account.

The formal contract of sale was signed on 14th January, 2004 for an amount of \$2,750,000. The contract was signed on the basis of a going concern for goods and services tax purposes. At this time a deposit of \$275,000 was deposited into a solicitor's trust account.

On 12th February, 2004 settlement was effected. The amount paid being \$2,689,818.79. The net funds after adjustments were disbursed as follows:

Maurice Blackburn Cashman – Legal Costs	\$ 4,301.02
Knight Frank - Commission	\$ 51,429.40
State Revenue Office – Land Tax	\$ 7,160.61
Transport Workers Union – South Australia/Northern Territory Branch	\$ 283,814.63
Transport Workers Union – Victorian Branch	\$ 1,075,256.10
Transport Workers Union – Federal Council	\$ 1,267,857.03

The amounts paid to the Victorian branch and South Australia/Northern Territory branch were to satisfy amounts owing at this date. The loans are now satisfied in full.

**NOTE 27 – Canberra Property**

The Transport Workers Union (Federal Council) and TWU (Nominees) Pty Ltd were registered proprietors of property located at 50 Blackall Street, Barton, ACT in half shares as tenants in common. The property consisted of unexpired residue of a crown lease subject to the provisions of the Land (Planning and Environment) Act 1991 for a term of 99 years that commenced on 18 April 1991 and a freehold building.

The Canberra property was revalued on 30th June, 2001 to a figure of \$12,500,000. The Transport Workers Union (Federal Council) share being \$6,250,000. The revaluation was based on a valuation report prepared by Colliers Jardine on 30th June, 2001.

The formal contract of sale was signed on 15th July 2004 for an amount of \$15,350,000. The contract was signed on the basis of a going concern for goods and services tax purposes. At this time a deposit of \$400,000 was deposited into a solicitor's trust account.

On 30th September, 2004 settlement was effected. The amount paid being \$15,299,623.99. The net funds after adjustments were dispersed as follows:

Jlrd Pty Ltd – Commission	\$ 134,062.50
TWU Superannuation Fund	\$ 7,582,780.74
Transport Workers Union – Federal Council	\$ 7,582,780.75

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**2004**

**NOTE 28 – Prepayments**

The Federal Council has entered into a memorandum of understanding with the Victorian branch for a five year rental of premises commencing 15th December, 2003. As part of this agreement, rent for the first three years of \$221,190 was prepaid.

**NOTE 29 – Investments in Corporate Bonds at Cost**

- St George Corporate Bonds	8,627,415
- Diminution in Value of Investments	(34,352)
\$ -	\$ 8,593,063

**NOTE 30 – Capital and Leasing Commitments**

Operating Lease Commitments

Non cancellable operating leases contracted for, but not capitalised in the financial statement:

34,129	Not Longer Than 1 Year	30,934
171,364	Longer Than 1 Year But Not Longer Than 5 Years	342,067
-	Longer Than 5 Years	-
\$ 205,493		\$ 373,001

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**NOTE 31 – Profit/(Loss) on Sale of Properties**

During the 2004 year both the Melbourne and Canberra properties were sold. The profit/(loss) on these investments has been recognised through a movement in the capital profits reserve. This movement allocates the difference between the realised sale price and the previous market valuation. The following is a comparison of sale price and original cost.

	<b>Melbourne Land &amp; Buildings 100% Share</b>	<b>Canberra Land &amp; Buildings 50% Share</b>
Sale Price	2,750,000	7,675,000
Less: Costs of Sale	(103,225)	(210,938)
Less: Original Cost	(3,168,908)	(5,330,627)
Realised Gain/(Loss)	\$ (522,133)	\$ 2,133,435

**TRANSPORT WORKERS' UNION OF AUSTRALIA**  
**FEDERAL COUNCIL**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**NOTE 32 - Financial Instruments**

**Interest Rate Risk**

The union's exposure to interest rate risk, which is the risk that a financial instrument's value will fluctuate as a result of changes in market interest rates and the effective weighted average interest rate on those financial assets and financial liabilities, is as follows:

	Weighted Average Effective Interest Rate		Floating Interest Rate		Fixed Interest Rate Maturing			
	2005	2004	2005	2004	Within Year		1-5 Years	
	%	%	\$	\$	2005	2004	2005	2004
<b>Financial Assets</b>								
Cash and Cash Equivalents	2.79	3.48	727,509	9,922,405	-	-	-	-
Corporate Bonds	6.25	-	-	-	8,593,063	-	-	-
Term Deposit	4.58	4.50	72,212	69,094	-	-	-	-
<b>Total Financial Assets</b>			<b>\$ 799,721</b>	<b>\$ 9,991,499</b>	<b>\$ 8,593,063</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Financial Liabilities</b>								
Loans	-	-	-	-	-	-	-	-
<b>Total Financial Liabilities</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**NOTE 32 - Financial Instruments (Cont.)**

**Credit Risk**

The maximum exposure to credit risk, excluding the value of any collateral or other security, at balance date to recognised financial assets is the carrying amount of those assets, net of any provisions for doubtful debts, as disclosed in the statement of financial position and notes to and forming part of the financial statements.

The union does not have any material credit risk exposure to any single debtor or group of debtors under financial instruments entered into by the organisation.

**Net Fair Values**

The net fair values of listed investments have been valued at the quoted market bid price at balance date adjusted for transaction costs expected to be incurred. For other assets and other liabilities net fair value approximates their carrying value. No financial assets and financial liabilities are readily traded on organised markets in standardised form other than listed investments. Financial assets which have fixed maturities are intended to be held to maturity by the Union. These are stated at a current value based on revaluing the investment on a straight line basis to its face value at maturity. Any adjustment is debited to the diminution in value of investments expense.

The aggregate net fair values and carrying amounts of financial assets and financial liabilities are disclosed in the statement of financial position and in the notes to the financial statements.

COMMITTEE OF MANAGEMENT STATEMENT

On 16th March, 2006 the Committee of Management of Transport Workers Union of Australia - Federal Council passed the following resolution in relation to the general purpose financial report of the reporting unit for the financial year ended 31st December, 2005.

The Committee of Management declares in relation to the general purpose financial report that in its opinion:

- (a) the financial statements and notes comply with Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting requirements on the Industrial Registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the general purpose financial report relates and since the end of that year:
  - (i) meetings of the committee of management were held in accordance with the rules of the organisation; and
  - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation; and
  - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
  - (iv) the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner; and



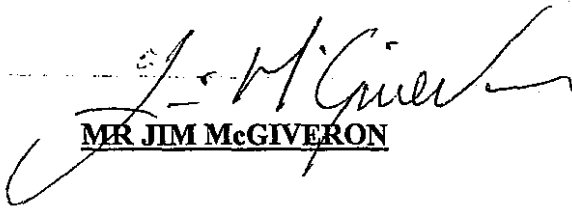
**COMMITTEE OF MANAGEMENT STATEMENT (CONT)**

- (v) the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar; and
  
- (vi) No orders have been made by the Commission under section 273 of the RAO Schedule during the period.

For the Committee of Management:

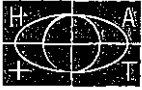


**MR JOHN ALLAN**



**MR JIM MCGIVERON**

Dated 16th March, 2006



# **Hack, Anderson & Thomas**

**CHARTERED ACCOUNTANTS**

ABN 85 085 349 674

Rodney C. G. Anderson, Mark Anderson, David C. Adams, Rowan A. Board  
Matthew D. Amos

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Our Ref.:

Your Ref.:

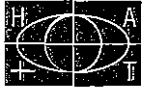
**AUDITORS' REPORT TO THE MEMBERS OF THE**  
**TRANSPORT WORKERS' UNION OF AUSTRALIA**  
**FEDERAL COUNCIL**

## **SCOPE**

We have audited the financial report of the Transport Workers' Union of Australia - Federal Council, for the year ended 31st December, 2005 as set out on pages 2 to 30. The Committee of Management of the union is responsible for the financial report. We have conducted an independent audit of the financial report in order to express an opinion on it to the members of the union.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial report is free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial report is presented fairly in accordance with Australian accounting standards, other mandatory professional reporting requirements and the Workplace Relations Act 1996 so as to present a view of the organisation which is consistent with our understanding of their financial position, the results of its operations and its cash flows.

The audit opinion expressed in this report has been formed on the above basis.



# Hack, Anderson & Thomas

CHARTERED ACCOUNTANTS

ABN 85 085 349 674

Rodney C.G. Anderson, Mark Anderson, David C. Adams, Rowan A. Board  
Matthew D. Amos

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Our Ref.:

Your Ref.:

**AUDITORS' REPORT TO THE MEMBERS OF THE**  
**TRANSPORT WORKERS' UNION OF AUSTRALIA**  
**FEDERAL COUNCIL (continued)**

## AUDIT OPINION

In our opinion the general purpose financial report of Transport Workers Union of Australia - Federal Council is presented fairly in accordance with applicable Australian Accounting Standards and the requirements imposed by Part 3 of Chapter 8 of Schedule 1B of the Workplace Relations Act 1996 and any other mandatory reporting requirements in Australia the financial position of the Transport Workers Union of Australia - Federal Council as at 31st December, 2005 and the results of its operations and cashflows for the year then ended.

Dated 17th March, 2006  
Melbourne

*Hack, Anderson & Thomas*

**HACK, ANDERSON & THOMAS**

Chartered Accountants

**M. ANDERSON, PARTNER**

Registered Company Auditor

**INCOME STATEMENT FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**2004**

**FEDERAL COUNCIL REVENUE**

1,822,131	Sustentation	1,589,939
12,000	Trustee Fees Received	12,000
145,805	Interest Received	57,504
1,650	Training Subsidy	-
1,981,586	<b>TOTAL FEDERAL COUNCIL REVENUE</b>	1,659,443

**FEDERAL COUNCIL EXPENSES**

4,758	Advertising	5,294
247,513	Affiliation Fees	261,990
42,736	Accommodation & Meals - Travel	56,870
16,137	Annual Leave Provided	(6,787)
25,800	Auditors Remuneration - Fees	31,500
1,878	Bank Charges	2,167
17,029	Depreciation	20,416
3,923	Disposal of Fixed Assets	3,991
2,619	Donations	1,430
35,597	Federal Committee of Management Expenses	111,107
3,333	Fringe Benefits Tax	15,755
28,077	Insurance	29,228
6,788	ITF International Visitors	-
9,840	Lease Rental Expenses - Operating Leases	9,840
6,456	Land Tax	-
138,065	Legal Fees	103,576
6,888	Long Service Leave Provided	26,578
26,829	Motor Vehicle Expenses	40,063
40,035	Payroll Tax	47,591
12,098	Postage	12,095
17,025	Printing & Stationery	9,851
19,367	Publications	18,400
40,182	Reimbursement to S.A./N.T. Branch	39,669
5,104	Records Storage	5,540
35,776	Repairs & Maintenance	32,277
74,470	Rent	74,470
70,759	Reimbursement of Vic Branch Employee Expenses	-
24,583	Seminar & Course Fees	20,459
5,293	Staff Amenities	3,237
120,262	Superannuation	143,070
48,430	Telephone & Faxes	53,486
156,727	Travelling Expenses	200,991
646,757	Wages	761,938
1,941,134	<b>TOTAL FEDERAL COUNCIL EXPENSES</b>	2,136,092



INCOME STATEMENT FOR THE YEAR ENDED 31ST DECEMBER, 2005

2004

FEDERAL BUILDING FUND REVENUE

4,795	Interest Received	-
	Rent & Outgoings Received -	
31,192	Melbourne Office	-
		-
	<b>TOTAL FEDERAL BUILDING FUND</b>	
35,987	<b>REVENUE</b>	-

FEDERAL BUILDING FUND EXPENSES

278	Bank Charges	-
11,204	Cleaning	-
7,550	Depreciation	-
38,261	Interest on Branch Loans	-
25,520	Leasing Fees	-
2,935	Light, Heat & Power	-
1,260	Management Fees	-
2,641	Rates & Taxes	-
763	Relocation Expenses	-
13,593	Repairs & Maintenance	-
		-
	<b>TOTAL FEDERAL BUILDING FUND</b>	
104,005	<b>EXPENSES</b>	-
		-
\$ (68,018)	<b>SURPLUS/(DEFICIT) FOR THE YEAR</b>	
	<b>ENDED 31ST DECEMBER, 2005</b>	\$ -

**INCOME STATEMENT FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**2004**

**CANBERRA BUILDING FUND REVENUE**

	Interest Received	7,923
11,585	Rent & Outgoings Received - Canberra Building	7,590
651,382		
<b>TOTAL CANBERRA BUILDING</b>		
662,967	<b>REVENUE</b>	15,513

**CANBERRA BUILDING FUND EXPENSES**

	Bookkeeping	1,500
750	Amortisation	-
27,038	Amounts Written Off	5,810
-	Bank Charges	-
350	Cleaning	-
4,133	Depreciation	-
157,445	Disposal of Fixed Assets	-
48,805	Road Transport Organising Project - New Zealand	-
30,077	Insurance	-
10,367	Leasing Fees	-
14,133	Legal Fees	-
15,282	Light, Heat & Power	-
29,468	Management Fees	-
4,927	Marketing Expenses	-
11,081	Reimbursement to Branches	-
275,000	Postage	192
220	Rates & Taxes	-
13,856	Rubbish Removal	-
865	Repairs & Maintenance	-
60,298	Telephone & Faxes	-
263	Valuation Fees	-
690		
705,048	<b>TOTAL CANBERRA BUILDING</b> <b>EXPENSES</b>	7,502

	SURPLUS/(DEFICIT) FOR THE YEAR ENDED 31ST DECEMBER, 2005	\$ 8,011
\$ (42,081)		

INCOME STATEMENT FOR THE YEAR ENDED 31ST DECEMBER, 2005

2004

FEDERAL TRAINING FUND REVENUE

32,146 Federal Training Fund Receipts 33,600

FEDERAL TRAINING FUND EXPENSES

139 Bank Charges 131  
700 Branch Training Expenses -  
5,457 Training Materials 9,809  
504 Travelling Expenses -  
16,000 T.U.T.A. 16,000

22,800 TOTAL FEDERAL TRAINING FUND  
EXPENSES 25,940

\$ 9,346 SURPLUS FOR THE YEAR ENDED  
31ST DECEMBER, 2005 \$ 7,660



INCOME STATEMENT FOR THE YEAR ENDED 31ST DECEMBER, 2005

2004

LONG SERVICE LEAVE & ANNUAL LEAVE FUND REVENUE

\$ 3,263

Interest Received

\$ 3,205

**INCOME STATEMENT FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**2004**

**ORGANISING FUND REVENUE**

- Interest Received 331,120

**ORGANISING FUND EXPENSES**

- Affiliation Fees 15,000

- ACTU Advertising Campaign 44,797

- Bank Charges 465

- Consultants 77,528

- Diminution in Value of

- Investments 34,352

- ITF Integrators Conferences 38,748

- NSW Organising Expenses 145,920

- Reimbursement to Branches 100,000

- **TOTAL ORGANISING FUND EXPENSES** 456,810

- SURPLUS/(DEFICIT) FOR THE YEAR  
\$ - ENDED 31ST DECEMBER, 2005 \$ (125,690)

INCOME STATEMENT FOR THE YEAR ENDED 31ST DECEMBER, 2005

2004

LINFOX CRIB BREAK MATTER REVENUE

-	Linfox Crib Break Matter -	
-	Fees Received	150,000
-	Interest Received	864
-		<hr/>

TOTAL LINFOX CRIB BREAK MATTER REVENUE

150,864

LINFOX CRIB BREAK MATTER EXPENSES

-	Bank Charges	72
-	Linfox Crib Break Matter -	
-	Fees Paid	150,792
-		<hr/>

TOTAL LINFOX CRIB BREAK MATTER EXPENSES

150,864

\$ - SURPLUS/(DEFICIT) FOR THE YEAR  
- ENDED 31ST DECEMBER, 2005

\$ 

---

 -

INCOME STATEMENT FOR THE YEAR ENDED 31ST DECEMBER, 2005

2004

SURPLUS /(DEFICIT) FOR THE YEAR

40,452	FEDERAL COUNCIL	(476,649)
(68,018)	FEDERAL BUILDING FUND	-
(42,081)	CANBERRA BUILDING FUND	8,011
9,346	FEDERAL TRAINING FUND	7,660
	LONG SERVICE LEAVE AND ANNUAL	
3,263	LEAVE FUND	3,205
-	ORGANISING FUND	(125,691)
-	LINFOX CRIB BREAK MATTER	-
		<hr/>
	<b>(DEFICIT) FOR THE YEAR ENDED</b>	
<b>\$ (57,038)</b>	<b>31ST DECEMBER, 2005</b>	<b>\$ (583,464)</b>
		<hr/>

**TRANSPORT WORKERS' UNION OF AUSTRALIA  
FEDERAL COUNCIL  
CONCISE FINANCIAL REPORT  
FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**TRANSPORT WORKERS' UNION OF AUSTRALIA**

**FEDERAL COUNCIL**

**CONCISE FINANCIAL REPORT**

**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**CONTENTS**

	<b><u>PAGE NO'S</u></b>
Discussion and Analysis of the Financial Statement	1
Operating Statement	2
Balance Sheet	3
Statement of Changes in Equity	4
Income Statement	5 & 6
Statement of Cash Flows	7
Notes to and Forming Part of the Financial Statements	8
Committee of Management's Certificate	9 & 10
Auditor's Report	11 & 12

**DISCUSSION AND ANALYSIS OF THE FINANCIAL STATEMENTS**

**Information on Transport Workers Union of Australia - Federal Council Concise Financial Report:**

The financial statements and disclosure in the concise financial report have been derived from the 2005 financial report of Transport Workers Union of Australia - Federal Council .

A copy of the full financial report and auditors report can be sent to any member, free of charge, upon request.

This discussion and analysis is provided to assist members in understanding the concise financial report. The discussion and analysis is based on Transport Workers Union of Australia - Federal Council financial statements and the information contained in the concise financial report has been derived from the full 2005 Financial Report of Transport Workers Union of Australia - Federal Council .

**Statement of Financial Performance:**

The deficit for the year is \$583,464 compared with a deficit of \$57,038 for the 2004 year. This result is mainly due to rental income decreasing upon sale of the Canberra property. Overall revenue decreased by approximately 25% in 2005 while expenditure remained fairly constant.

**Statement of Financial Position:**

Total assets decreased by \$677,008 between 2004 and 2005 or approximately 7%. Total liabilities decreased by \$93,544 or approximately 28% mainly due to a decrease in Trade and other payables. As a consequence members funds decreased by \$583,464 from the 2004 year.

Apart from the above, there has been no significant change in the composition of the assets and liabilities from the 2004 year.

**Statement of Cash Flows:**

Cash assets decreased from \$9,922,905 at 31 December 2004 to \$728,009 at 31 December 2005. The net decrease in cash held during the year has primarily resulted from the Investment in St George Bonds, which are considered an Investment rather than Cash and Cash Equivalents.

Cash flows provided by operations decreased by approximately 185% during the year from \$400,900 in 2004 to (\$338,452) in 2005. Although interest received increased for the year, the decrease in cash flows provided by operations was mainly caused by the decrease in rent received and decrease in payments to suppliers.

  
**MR JOHN ALLAN**  
**BRANCH SECRETARY**

Dated 16th March, 2006

**OPERATING STATEMENT**

The committee of management present their statement on the reporting unit for the financial year ended 31st December, 2005.

**1. COMMITTEE OF MANAGEMENT**

The names of the Committee of Management at any time during the year or since the end of the year are: John Allan, Hughie Williams, Jim McGiveron, Tony Sheldon, Bill Noonan, and Alex Gallagher. The members of the Committee of Management have been in office since the start of the financial year to the date of this report unless other wise stated.

**2. PRINCIPAL ACTIVITY**

The principal activity of the reporting unit during the financial year was that of Governing body of the Transport Workers Union of Australia. No significant change in the nature of that activity occurred during the year.

**3. RESULTS**

The deficit for the year was \$583,464

**4. RIGHTS OF MEMBERS TO RESIGN**

Under Section 174(1) of the Workplace Relations Act 1996, a member may resign from membership by written notice addressed and delivered to a person designated for the purpose in the rules of the organisation or a branch of the organisation.

**5. MEMBERSHIP**

The number of members at 31st December, 2005 was 82,028.

**6. EMPLOYEES**

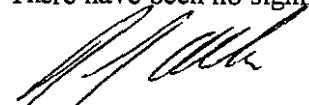
The number of employees at 31st December, 2005 was 14.

**7. SUPERANNUATION TRUSTEE**

The following officers of the Transport Workers Union of Australia - Federal Council are trustees of the TWU Superannuation Fund: Mr John Allan, Mr Bill Noonan, Mr Alex Gallagher, Mr Jim McGiveron, and Mr Tony Sheldon.

**8. SIGNIFICANT CHANGES TO THE REPORTING UNITS FINANCIAL AFFAIRS**

There have been no significant changes in the financial affairs of the reporting unit.



**MR JOHN ALLAN**

**FEDERAL SECRETARY**

16th March, 2006



**TRANSPORT WORKERS' UNION OF AUSTRALIA**  
**FEDERAL COUNCIL**

**PAGE 3**

**BALANCE SHEET AS AT 31ST DECEMBER, 2005**

<b><u>2004</u></b>		<b><u>NOTE</u></b>
<b><u>CURRENT ASSETS</u></b>		
9,922,905	Cash and Cash Equivalents	728,009
146,412	Trade Receivables	78,544
<u>10,069,317</u>	<b>TOTAL CURRENT ASSETS</b>	<u>806,553</u>
<b><u>NON-CURRENT ASSETS</u></b>		
69,093	Financial Assets	8,665,274
87,221	Property, Plant and Equipment	76,796
100	Investments in Associates	100
<u>156,414</u>	<b>TOTAL NON-CURRENT ASSETS</b>	<u>8,742,170</u>
<u>10,225,731</u>	<b>TOTAL ASSETS</b>	<u>9,548,723</u>
<b><u>CURRENT LIABILITIES</u></b>		
190,713	Trade and Other Payables	77,378
71,086	Short Term Provisions	75,753
<u>261,799</u>	<b>TOTAL CURRENT LIABILITIES</b>	<u>153,131</u>
<b><u>NON-CURRENT LIABILITIES</u></b>		
162,138	Long Term Provisions	177,262
<u>162,138</u>	<b>TOTAL NON-CURRENT LIABILITIES</b>	<u>177,262</u>
<u>423,937</u>	<b>TOTAL LIABILITIES</b>	<u>330,393</u>
<u>\$ 9,801,794</u>	<b>NET ASSETS</b>	<u>\$ 9,218,330</u>
<b><u>EQUITY</u></b>		
4,936,364	Reserves	4,936,364
4,865,430	Accumulated Funds	4,281,966
<u>\$ 9,801,794</u>	<b>TOTAL EQUITY</b>	<u>\$ 9,218,330</u>

**STATEMENT OF CHANGES IN EQUITY**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

	<b>Accumulated Funds</b>	<b>Asset Revaluation Reserve</b>	<b>Other Reserves</b>	<b>Total</b>
<b>Balance at 1st January 2004</b>	1,272,517	3,649,951	3,055,154	7,977,622
Surplus/(deficit) for the year	(57,038)	-	-	(57,038)
Transfer from Asset Revaluation Reserve	3,649,951	-	-	3,649,951
Transfer to Accumulated Funds	-	(3,649,951)	-	(3,649,951)
Capital Profit on Sale of Property	-	-	1,881,210	1,881,210
	-----	-----	-----	-----
<b>Balance at 31st December 2004</b>	4,865,430	-	4,936,364	9,801,794
	-----	-----	-----	-----
Surplus/(deficit) for the year	(583,464)	-	-	(583,464)
	-----	-----	-----	-----
<b>Balance at 31st December 2005</b>	\$ 4,281,966	\$ -	\$ 4,936,364	\$ 9,218,330
	-----	-----	-----	-----

**INCOME STATEMENT**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

<b><u>2004</u></b>		<b><u>NOTE</u></b>
	<b><u>REVENUE</u></b>	
1,822,131	Sustentation	1,589,939
12,000	Trustee Fees Received	12,000
	Linfox Crib Break Matter -	
-	Fees Received	150,000
165,448	Interest Received	400,617
32,147	Federal Training Fund Receipts	33,600
	Rent & Outgoings Received -	
31,191	Melbourne Office	-
	Rent & Outgoings Received -	
651,383	Canberra Building	7,590
1,650	Training Subsidy	-
<hr/>		<hr/>
2,715,950	<b>TOTAL REVENUE</b>	2,193,746
	<b><u>EXPENSES</u></b>	
750	Bookkeeping	1,500
4,759	Advertising	5,294
247,513	Affiliation Fees	276,991
42,736	Accommodation & Meals - Travel	56,869
-	ACTU Advertising Campaign	44,797
27,037	Amortisation	-
16,137	Annual Leave Provided	(6,786)
-	Amounts Written Off	5,810
25,800	Auditors Remuneration - Fees	31,500
2,647	Bank Charges	2,835
15,337	Cleaning	-
700	Branch Training Expenses	-
-	Consultants	77,528
	Diminution in Value of	
-	Investments	34,352
182,024	Depreciation	20,416
52,728	Disposal of Fixed Assets	3,991
2,619	Donations	1,430
	Federal Committee of	
35,597	Management Expenses	111,107
	Road Transport Organising	
30,076	Project - New Zealand	-
3,333	Fringe Benefits Tax	15,754
38,445	Insurance	29,228
38,260	Interest on Branch Loans	-
6,788	ITF International Visitors	-
-	ITF Integrators Conferences	38,748
39,652	Leasing Fees	-
	Lease Rental Expenses -	
9,840	Operating Leases	9,840
6,457	Land Tax	-
153,348	Legal Fees	103,576
32,402	Light, Heat & Power	-

**INCOME STATEMENT**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

<b><u>2004</u></b>		<b><u>NOTE</u></b>
	Linfox Crib Break Matter -	
-	Fees Paid	150,792
6,887	Long Service Leave Provided	26,578
6,188	Management Fees	-
11,081	Marketing Expenses	-
26,829	Motor Vehicle Expenses	40,063
-	NSW Organising Expenses	145,921
275,000	Reimbursement to Branches	100,000
40,035	Payroll Tax	47,592
12,318	Postage	12,287
17,025	Printing & Stationery	9,851
19,367	Publications	18,400
16,497	Rates & Taxes	-
866	Rubbish Removal	-
	Reimbursement to S.A./N.T.	
40,182	Branch	39,668
5,103	Records Storage	5,541
763	Relocation Expenses	-
109,667	Repairs & Maintenance	32,277
74,470	Rent	74,470
	Reimbursement of Vic Branch	
70,759	Employee Expenses	-
24,584	Seminar & Course Fees	20,459
5,292	Staff Amenities	3,237
120,262	Superannuation	143,070
48,694	Telephone & Faxes	53,486
5,457	Training Materials	9,809
157,230	Travelling Expenses	200,991
16,000	T.U.T.A.	16,000
690	Valuation Fees	-
646,757	Wages	761,938
<hr/>		<hr/>
2,772,988	<b>TOTAL EXPENSES</b>	2,777,210
57,038	<b>TOTAL DEFICIT</b>	583,464
1,272,517	Accumulated Funds at the Beginning of the Year	4,865,430
3,649,951	Transfer from Reserves	-
<hr/>		<hr/>
\$ 4,865,430	<b>ACCUMULATED FUNDS AT THE END OF THE YEAR</b>	\$ 4,281,966

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

<b><u>2004</u></b>	<b><u>NOTE</u></b>	<b><u>2005</u></b>
<b><u>CASH FLOWS FROM OPERATING ACTIVITIES</u></b>		
2,004,344	Sustentation Fees	1,745,652
162,187	Interest Received	612,547
682,574	Rent Received	-
66,941	Other Income	207,750
(2,488,932)	Payments to Suppliers & Employees	(2,882,872)
(26,214)	Goods & Services Tax Remitted	(21,529)
400,900	<b>Net Cash Flow Provided by/(Used in) Operating Activities</b>	<b>(338,452)</b>
<b><u>CASH FLOWS FROM INVESTING ACTIVITIES</u></b>		
-	Investment in St George Corporate Bonds	(8,842,550)
10,085,138	Proceeds from Sale of Property, Plant & Equipment	-
(46,636)	Payment for Property, Plant & Equipment	(13,982)
10,038,502	<b>Net Cash Provided by/(Used in) Investing Activities</b>	<b>(8,856,532)</b>
<b><u>CASH FLOWS FROM FINANCING ACTIVITIES</u></b>		
(1,320,812)	Repayment of Loans	-
(1,320,812)	<b>Net Cash (Used In) Financing Activities</b>	-
9,118,590	Net Increase/(Decrease) in Cash and Cash Equivalents	(9,194,984)
793,844	Cash and Cash Equivalents at Beginning of the Year	9,912,434
\$9,912,434	<b>Cash and Cash Equivalents at End of the Year</b>	<b>\$ 717,450</b>

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER, 2005**

**NOTE 1 - Basis of Preparation of the Concise Financial Report**

The concise financial report has been prepared in accordance with Accounting Standard AASB 1039: Concise Financial Reports and the Workplace Relations Act 1996.

The financial statements, specific disclosures and other information included in the concise financial report are derived from and are consistent with the full report of Transport Workers Union of Australia - Federal Council . The concise financial report cannot be expected to provide as detailed an understanding of the financial performance, financial position and financing and investing activities of Transport Workers Union of Australia - Federal Council as the full financial report.

The accounting policies have been consistently applied by the union and are consistent with those of the previous financial year, unless otherwise stated.

The concise financial report is presented in Australian dollars.

For information regarding the first time adoption of Australian equivalents to International Financial Reporting Standards please refer to Note 1 & 2 of the full general purpose financial report of the Transport Workers Union of Australia Federal Council.

**Comparatives**

Where necessary, comparative information has been reclassified to achieve consistency in disclosure with current financial year information and other disclosures.

**NOTE 2 - Information to be provided to Members or Registrar**

In accordance with the requirements of the Workplace Relations Act 1996 , the attention of members is drawn to the provisions of sub-sections (1), (2) and (3) of Section 272, which read as follows :-

- (1) A member of a reporting unit, or a Registrar, may apply to the reporting unit for specified information in relation to the reporting unit to be made available to the person making the application.
- (2) The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.
- (3) A reporting unit must comply with an application made under subsection (1).

**NOTE 3 - Segment Reporting**

The union operates in predominately one business and geographical segment, being to service the needs of its state based branches and their respective members on a range of industrial and workplace matters.

**COMMITTEE OF MANAGEMENT STATEMENT**

On 16th March, 2006 the Committee of Management of Transport Workers Union of Australia - Federal Council passed the following resolution in relation to the general purpose financial report of the reporting unit for the financial year ended 31st December, 2005.

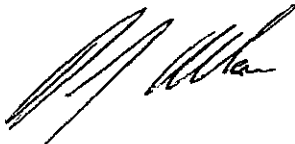
The Committee of Management declares in relation to the general purpose financial report that in its opinion:

- (a) the financial statements and notes comply with Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting requirements on the Industrial Registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the general purpose financial report relates and since the end of that year:
  - (i) meetings of the committee of management were held in accordance with the rules of the organisation; and
  - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation; and
  - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
  - (iv) the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner; and

COMMITTEE OF MANAGEMENT STATEMENT (CONT)

- (v) the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar; and
- (vi) No orders have been made by the Commission under section 273 of the RAO Schedule during the period.

For the Committee of Management:



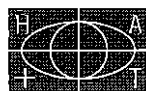
MR JOHN ALLAN



MR JIM MCGIVERN

Dated 16th March, 2006





# **Hack, Anderson & Thomas**

**CHARTERED ACCOUNTANTS**

ABN 85 085 349 674

Rodney C. G. Anderson, Mark Anderson, David C. Adams, Rowan A. Board  
Matthew D. Amos

Level 18,  
390 St. Kilda Road,  
Melbourne, Victoria,  
Australia, 3004.  
Telephone: (03) 9867 3200  
Fax: (03) 9867 3810  
Email: Admin@hat.com.au

Our Ref.:

Your Ref.:

**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF**  
**TRANSPORT WORKERS' UNION OF AUSTRALIA**  
**FEDERAL COUNCIL**

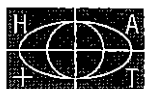
## **Scope**

We have audited the concise financial report of the Transport Workers Union of Australia - Federal Council for the year ended 31st December, 2005 as set out on pages 2 to 10 in order to express an opinion on it to the members of the union. The Committee of Management are responsible for the concise financial report.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the concise financial report is free of material misstatement. We have also performed an independent audit of the full financial report of the Transport Workers Union of Australia - Federal Council for the year ended 31st December, 2005. Our audit report on the full financial report was signed on 17th March, 2006, and was not subject to any qualification.

Our procedures in respect of the audit of the concise financial report included testing that the information in the concise financial report is consistent with the full financial report, and the examination on a test basis, of evidence supporting the amounts, discussion and analysis, and other disclosures which were not directly derived from the full financial report. These procedures have been undertaken to form an opinion whether, in all material respects, the concise financial report is presented fairly in accordance with Accounting Standard AASB 1039: Concise Financial Reports and the Workplace Relations Act 1996..

The audit opinion expressed in this report has been formed on the above basis.



# Hack, Anderson & Thomas

CHARTERED ACCOUNTANTS

ABN 85 085 349 674

Rodney C. G. Anderson, Mark Anderson, David C. Adams, Rowan A. Board  
Matthew D. Amos

Level 18,  
390 St. Kilda Road,  
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Our Ref.:

Your Ref.:

## INDEPENDENT AUDIT REPORT TO THE MEMBERS OF

### TRANSPORT WORKERS' UNION OF AUSTRALIA FEDERAL COUNCIL (Continued)

#### **Audit Opinion**

In our opinion the concise financial report of the Transport Workers Union of Australia - Federal Council complies with Accounting Standard AASB 1039: Concise Financial Reports and the requirements imposed by Part 3 of Chapter 8 of Schedule 1B of the Workplace Relations Act 1996.

Dated 17th March, 2006  
Melbourne

*Hack, Anderson & Thomas.*

**HACK, ANDERSON & THOMAS**

Chartered Accountants

**M. ANDERSON, PARTNER**

Registered Company Auditor



Australian Government

Australian Industrial Registry

Level 8, Terrace Towers  
80 William Street, East Sydney, NSW 2011  
Telephone: (02) 8374 6666  
Fax: (02) 9380 6990  
Email: sydney@air.gov.au

The Federal Secretary  
Transport Workers' Union of Australia  
PO Box 7419  
St Kilda Road  
Melbourne Victoria 8004

Dear Sir,

**Re: Schedule 1 of the Workplace Relations Act 1996 (the RAO Schedule)  
Financial reports for year ended 31 December 2005 – FR2005/659**

I have received the letter from the Federal Secretary dated 29 May 2006 together with the financial documents which comprise the financial return for the Union for the year ended 31 December 2005. The documents were lodged in the Industrial Registry on 31 May 2006.

The documents have been filed.

I do need however, to bring to your attention a minor deficiency relating to the lodgement of a certificate by a prescribed designated officer of the Union in accordance with paragraph 268(c) of the RAO Schedule and RAO regulation 162. This certificate is generally referred to as the Certificate of Secretary.

The letter dated 29 May 2006 written by Mr John Allan in his capacity as Federal Secretary to which the financial documents were attached appears to be intended to satisfy the requirement of a Certificate of Secretary. However, one key matter required by paragraph 268(c) of the RAO Schedule is missing although no doubt it was intended to be implied in what was written. This is the confirmation that documents are copies of the documents provided to members and presented to a meeting in accordance with section 266.

Attached is a "Certificate of Secretary or other Authorised Officer" pro forma document which we suggest you use next year.

I have sent a copy of this letter to the Union's auditor for his information.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'm.ellis'.

Michael Ellis  
Deputy Industrial Registrar

25 August 2006

Cc Mr M Anderson Partner  
Hack, Anderson & Thomas  
Chartered Accountants

**Certificate of Secretary or other Authorised Officer<sup>1</sup>**

s268 of Schedule 1 *Workplace Relations Act 1996*

I *[name]* being the *[title of office]* of the *[name of the organisation]* certify:

- that the documents lodged herewith are copies of the full report, *[and the concise report]<sup>2</sup>*, referred to in s268 of the RAO Schedule; and
- that the *[full report **OR** concise report]<sup>3</sup>*, was provided to members on *[insert date]*; and
- that the full report was presented to *[a general meeting of members **OR** the last of a series of general meetings of members **OR** a meeting of the committee of management]<sup>3</sup>* of the reporting unit on *[insert date]*; in accordance with section 266 of the RAO Schedule.

Signature

Date:

<sup>1</sup>RAO regulation 162 prescribes the designated officer for the purpose of RAO schedule s268 as:

(a) the secretary; or

(b) an officer of the organisation other than the secretary who is authorised by the organisation or by the rules of the organisation to sign the certificate mentioned in that paragraph.

<sup>2</sup>Only applicable where a concise report is provided to members

<sup>3</sup>Insert whichever is applicable