



Australian Government
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: AR2005/222-[179V-VIC]

Mr Bill Noonan
Secretary/Treasurer
Transport Workers' Union of Australia
Victorian/Tasmanian Branch
P.O. Box 203
PORT MELBOURNE VIC 3207

Dear Mr Noonan

**Re: Transport Workers' Union of Australia-Victorian/Tasmanian Branch
Annual Return of Information for Year 2005**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for the year 2005 in respect of the body specified above.

In accordance with subsection 233(1) of the Registration and Accountability of Organisations Schedule (Schedule 1B to the *Workplace Relations Act 1996*), each organisation is required to lodge in the Industrial Registry certain information relating to records required to be kept and maintained by the organisation under section 230 and regulation 147 of the Workplace Relations (Registration and Accountability of Organisations) Regulations 2003. Such information must, in respect of the year 2005, be lodged (preferably by email via the AIRC eFiling site at www.airc.gov.au or by facsimile on (03) 9654 6672) in the Industrial Registry before **31 March 2005**.

Summary of Requirements - see attached table

The table attached to this letter summarises the requirements and refers to relevant legislation. You may wish to use the table as a checklist in preparing your return. You can find the legislation on our website www.airc.gov.au under the heading "Procedures and Legislation".

Format of Declarations Accompanying Return

You no longer need to lodge witnessed "statutory" declarations. However you must still lodge:

- a declaration certifying the matters referred to in s233(1) (a) and (b) of the RAO Schedule.

A declaration must be signed by the secretary or other prescribed officer. It need not be witnessed.

Ongoing Reporting Obligations

You must also notify this office of any changes made to such records within 35 days of the changes made, which include changes to:

- List of Offices
- List of Office-holders
- List of Branches
- Addresses of Organisation and Branches

The secretary or other prescribed officer must sign a declaration certifying the notification is a correct statement of the changes made refer [s233(2) and reg. 151].

Private Addresses of Office-holders

Annual Returns lodged in the Industrial Registry will be available on the AIRC website for viewing by your members and the public. You may wish to ensure the privacy of your office-holders by providing their work postal addresses only in your return.

Information about Registered Organisations on AIRC website

Information about registered organisations is available on our website at: www.airc.gov.au, under the heading Organisations, click on the link 'Electronic Organisations Files'.

Your organisation, its members and the public will now be able to view on-line copies of documents filed in the Industrial Registry, including annual returns. Copies of any documents on line can be downloaded and printed.

Electronic lodgment of Registered Organisation information

It is possible for all registered organisations to electronically lodge any documents which are required or permitted by the AIRC Rules to be lodged with the Australian Industrial Registry (refer rule 70A).

I strongly encourage your organisation to take advantage of the electronic lodgment service. It offers greater convenience to you and will help us quickly finalise your matter.

If you decide to lodge electronically you have these choices:

- register as a user and then lodge your documents via the eFiling page on the AIRC website.
- send an email with the documents you wish to lodge attached to: melbourne@air.gov.au
- send your documents by fax to: 03 9654 6672.

Please note that any of your email attachments which include documents requiring signatures should include those signatures. You may find that scanning the documents into a TIF or PDF format and attaching them to the email is the easiest option.

When lodging in the Registry the annual return or any subsequent notification of a change to records please quote: **AR2005/222**.

Please do not hesitate to contact me on (03) 8661 7988 if you wish to discuss the requirements for the Annual Return of Information or notifications of changes to such information.

Yours sincerely



Lyn Markovski

E-mail: lynette.markovski@air.gov.au

24 January, 2005

Recurring Obligations To Keep And Lodge Information Under Schedule 1B to the Workplace Relations Act 1996 (RAO Schedule) and the RAO Schedule Regulations

Information	Key Contents
Maintenance of Register of Members	A declaration by the secretary or other prescribed officer certifying that the register of members has, during the immediately preceding calendar year, been kept and maintained as required by ss230(1)(a) and (2) <i>[s233(1)(a)]</i>
List of Offices - see Note 2	A list of the offices in the organisation and each branch (note the definition of “office” and “officer” in ss6 and 9) <i>[s230(1)(b)]</i>
List of Office-holders - see Note 2	A list of the names, postal addresses and occupations of the persons holding the offices (note definition of “office” and “officer” in ss6 and 9) <i>[s230(1)(c)]</i>
List of Branches - see Note 2	A record of the name of each branch of the organisation <i>[s230(1)(d) and reg. 147(a)]</i>
New Branches	A record of the name of each branch that commenced operation in the previous 12 months <i>[s230(1)(d) and reg. 147(b)]</i>
Old Branches	A record of the name of each branch that ceased operation in the previous 12 months <i>[s230(1)(d) and reg. 147(c)]</i>
Addresses of Organisation and Branches - see Note 2	A record of the address of the office of the organisation and the office of each branch <i>[s230(1)(d) and reg.147(d)]</i>
Elections in Organisation and Branches	A record of each election that must, under the rules of the organisation, be held during each year commencing 1 January for an office in the organisation and branch of the organisation <i>[s230(1)(d) and reg. 147(e)]</i>
Statement concerning number of members	A record of the number of members on 31 December in the previous year. If the organisation has entered into an agreement under ss151(1) of the Schedule - a record of the number of members of the organisation who were, on 31 December in the previous year, ineligible State members in relation to the organisation, within the meaning of s150 of the Schedule. <i>[s230(1)(d) and reg. 147(f) and (g)]</i>

Please note:

1. A copy of the above records must be lodged in the Industrial Registry, once in each year, at any time during the period of 3 months commencing on 1 January, certified by declaration signed by the secretary or other prescribed officer to be a correct statement of the information contained in that record *[s233(1)(b) and [reg 149]*.
2. In the event of any change to certain of the abovementioned records, an organisation must, within 35 days of the change, lodge in the Industrial Registry, a notification of such change certified by declaration signed by the secretary or other prescribed officer of the organisation to be a correct statement of the changes made *[s233(2)and reg. 151]*.

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3. The above requirements apply to documents required to be lodged from 1 January 2004.



TRANSPORT WORKERS UNION OF AUSTRALIA
VICTORIAN/TASMANIAN BRANCH

ABN 47 634 608 538

52-56 Rouse Street, Port Melbourne
P.O. Box 203, Port Melbourne, Vic. 3207
Tel: (03) 9645 1322 Fax: (03) 9646 1792
Email: info@twu.asn.au

President: Bob Rule
Vice President: Peter Mancuso
Branch Secretary: Bill Noonan
Trustees: Wayne Mader, Michael Nealer

Tasmania and Victorian Country
Telephone: 1800 331 530

28 February 2005

Our Ref:BN/KL

Lynette Markovski
Australian Industrial Registry
Level 35, Nauru House
80 Collins St
Melbourne VIC 3000

Ref: AR2005/222-[179V-VIC]

Dear Lynette,

**Re: Transport Workers Union of Australia – Victorian/Tasmanian Branch
Annual Report of Information for Year 2005**

In accordance with the Workplace Relations Act 1996, the Transport Workers Union (Victorian/Tasmanian Branch) submits the following documentation for your records.

If you have any further questions regarding this matter, please call Kim Lea on 8290-0600.

Yours faithfully,

Bill Noonan
BRANCH SECRETARY

100 Years of Australian Transport Unionism



benchmark
IN QUALITY
AS/NZS ISO 9002

**TRANSPORT WORKERS' UNION OF AUSTRALIA
(VICTORIAN/TASMANIAN BRANCH)
A.B.N. 47 634 608 538**

I, Bill Noonan, being the Secretary of the Transport Workers' Union of Australia, Victorian Tasmanian Branch, declare as follows:-

1. That the register of members has during the calendar year ending 31 December 2004 been kept and maintained as required by ss230 (1)(a) and (2).
2. That the attached document is a true and correct list of officers in the Transport Workers Union of Australia (Victorian/Tasmanian Branch) as at 31 December 2004 and identifies the office holders of each person holding office, their postal address and occupation.
3. That the registered address of the Transport Workers Union of Australia (Victorian/Tasmanian Branch) is 52-56 Rouse St, Port Melbourne, Vic, 3207. The postal address is PO Box 203, Port Melbourne, Vic, 3207.
4. That under the rules of the organisation, no elections are to be held for an office in the branch during the year commencing 1 January 2005.
5. That the number of members on 31 December 2004 was 22,936.

Signed



.....
Bill Noonan
BRANCH SECRETARY

Dated

.....
28 February 2005

List of Offices & Officeholders

Office/Name	Postal Address	Occupation
<u>President:</u> Bob RULE	[REDACTED]	Truck Driver
<u>Vice President:</u> Peter MANCUSO	PO Box, Macedon, VIC 3440	Airport Worker
<u>Secretary:</u> Bill NOONAN	PO Box 203, Port Melbourne, VIC 3206	Union Official
<u>Branch Trustees:</u> Wayne MADER Michael NEALER	PO Box 203, Port Melbourne, VIC 3206 PO Box 203, Port Melbourne, VIC 3206	Union Official Union Official
<u>Branch Committee Members:</u> Howard SMITH Manny SPITERI Colin O'MALLEY Ross SIMPSON Michael MASON Anna GILENO David WHITE John EIJENDAAL Kevin HOEY John SAGGERS John ROWE	PO Box 203, Port Melbourne, VIC 3206 PO Box 203, Port Melbourne, VIC 3206 PO Box 203, Port Melbourne, VIC 3206 [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]	Union Official Union Official Union Official Owner Driver Truck Driver Airport Worker Truck Driver Bus Driver Truck Driver Truck Driver Truck Driver
<u>Federal Councillors:</u> Bill NOONAN Wayne MADER Howard SMITH Bob RULE Michael MASON	PO Box 203, Port Melbourne, VIC 3206 PO Box 203, Port Melbourne, VIC 3206 PO Box 203, Port Melbourne, VIC 3206 [REDACTED] [REDACTED]	Union Official Union Official Union Official Truck Driver Truck Driver



TRANSPORT WORKERS UNION OF AUSTRALIA
VICTORIAN/TASMANIAN BRANCH

ABN 47 634 608 538

52-56 Rouse Street, Port Melbourne
P.O. Box 203, Port Melbourne, Vic. 3207
Tel: (03) 9645 1322 Fax: (03) 9646 1792
Email: info@twu.asn.au

President: Bob Rule
Vice President: Peter Mancuso
Branch Secretary: Bill Noonan
Trustees: Wayne Mader, Michael Nealer

Tasmania and Victorian Country
Telephone: 1800 331 530

28 February 2005

Our Ref:BN/KL

Lynette Markovski
Australian Industrial Registry
Level 35, Nauru House
80 Collins St
Melbourne VIC 3000

Ref: AR2005/222-[179V-VIC]

Dear Lynette,

**Re: Transport Workers Union of Australia – Victorian/Tasmanian Branch
Annual Report of Information for Year 2005**

In accordance with section 233(2) of the Workplace Relations Act 1996, the Transport Workers Union (Victorian/Tasmanian Branch) hereby submits a declaration of changes to its officeholders.

If you have any further questions regarding this matter, please call Kim Lea on 8290-0600.

Yours faithfully,

Bill Noonan
BRANCH SECRETARY

100 Years of Australian Transport Unionism



benchmark
IN QUALITY
AS/NZS 190 002

**TRANSPORT WORKERS' UNION OF AUSTRALIA
(VICTORIAN/TASMANIAN BRANCH)
A.B.N. 47 634 608 538**

I, Bill Noonan, being the Secretary of the Transport Workers' Union of Australia, Victorian Tasmanian Branch, declare the following to be a correct statement of the changes made to our register of officeholders.

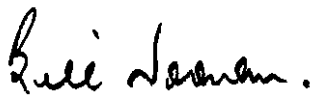
RESIGNATIONS EFFECTIVE: 9 FEBRUARY 2004

Office/Name	Postal Address	Occupation
<u>Branch Committee Members:</u>		
Michael MASON	[REDACTED]	Truck Driver
<u>Federal Councillors:</u>		
Michael MASON	[REDACTED]	Truck Driver

APPOINTMENTS EFFECTIVE: 9 FEBRUARY 2004

Office/Name	Postal Address	Occupation
<u>Branch Committee Members:</u>		
Allan TAYLOR	[REDACTED]	Truck Driver
<u>Federal Councillors:</u>		
Allan TAYLOR	[REDACTED]	Truck Driver

Signed



.....
Bill Noonan
BRANCH SECRETARY

Dated

.....
28 February 2005



Australian Government
Australian Industrial Registry

Level 35, Nauru House
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994S, Melbourne, VIC 3001
Telephone: (03) 8661 7777
Fax: (03) 9654 6672

Mr Bill Noonan
Branch Secretary
Transport Workers' Union of Australia
Victorian/Tasmanian Branch
P.O. Box 203
PORT MELBOURNE VIC 3207

Dear Mr Noonan,

**Re: Transport Workers' Union of Australia - Victorian/Tasmanian Branch
Annual Return of information contained in records kept by branch
(AR 2005/222)**

I have received your declarations dated 28 February 2005 providing information in accordance with subsection 233(1) and (2) of Schedule 1B of the *Workplace Relations Act 1996*. The documents were lodged in the Industrial Registry on 2 March 2005.

The documents lodged cover the required information for the **2005** Annual Return of the branch and changes made to the following records kept by the branch: -

Changes to list of office holders.

The documents have been filed.

Yours sincerely,

A handwritten signature in cursive script that reads 'L. Markovski'.

Lynette Markovski
Statutory Services Branch

10 March 2005