



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: AR2004/290-[179V-WA]

Mr J McGiveron
Secretary-Treasurer
Transport Workers' Union of Australia
Western Australia Branch
PO Box 8497
Perth Business Centre
PERTH WA 6000

Dear Mr McGiveron

**Re: Transport Workers' Union of Australia-Western Australia Branch
Annual Return of Information for Year 2004**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for the year 2004 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. Such information must, in respect of the year 2004 be lodged before 31 March 2004.

Please note that as a result of changes made to the Act on 12 May 2003, an organisation must also keep and lodge:

- ◆ a record of the name of each branch that commenced operation in the previous 12 months;
- ◆ a record of the name of each branch that ceased operation in the previous 12 months;
- ◆ 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 for an office in a branch of the organisation; and
- ◆ a record of the number of members on 31 December in the previous year;

Note: ► Previously, the requirement to lodge a record of each election that must be held applied to each year commencing 1 April.

Note: ► Previously, the requirement to lodge the number of members only applied to an organisation of employees and was related to the number of persons who were, on 1 January, both members and employees or independent contractors. The new

requirement will apply to an organisation of employers as well as an organisation of employees.

The obligation to lodge a “statutory declaration” signed by the secretary or other prescribed officer to accompany documents required to be lodged annually has been replaced with an obligation to lodge a “declaration” [s233(1)].

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 233(2) and regulation 151 are also summarised in the accompanying document.

When lodging in the Registry the annual return or any subsequent notification of a change to records please quote: **AR2004/290**.

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

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

Lyn Markovski

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

13 January, 2004

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 <i>- see Note 2</i>	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 <i>- see Note 2</i>	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 <i>- see Note 2</i>	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 <i>- see Note 2</i>	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]*.
3. The above requirements apply to documents required to be lodged from 1 January 2004.



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Ref: AR2004/290 -[179V-WA]

Mr J McGiveron
Secretary-Treasurer
Transport Workers' Union of Australia-Western
Australia Branch
PO Box 8497
Perth Business Centre
PERTH WA 6000

Dear Mr McGiveron

**Re: Transport Workers' Union of Australia-Western Australia Branch
Outstanding Annual Return of Information for Year 2004**

From the records held in the Industrial Registry it would seem that the Annual Return of Information for Year 2004 is outstanding 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. Such information must be lodged once in each year at any time during the period of three months commencing 1 January.

As there is a mandatory obligation on organisations to supply this information, you are requested to lodge the outstanding information under cover of a statutory declaration **by 26 May, 2004**.

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 233(2) and regulation 151 are also summarised in the accompanying document.

Should you wish to discuss this matter, please do not hesitate to contact me on (03) 8661 7988.

When lodging in the Registry the annual return or any subsequent notification of a change to records please quote: **AR2004/290**.

Yours sincerely

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

Lyn Markovski

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

5 May, 2004

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 <i>- see Note 2</i>	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 <i>- see Note 2</i>	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 <i>- see Note 2</i>	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 <i>- see Note 2</i>	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]*.
3. The above requirements apply to documents required to be lodged from 1 January 2004.

COMMONWEALTH OF AUSTRALIA

STATUTORY DECLARATION

I, **James Lawrence McGiveron, Branch Secretary of the Transport Workers' Union of Australia, Western Australian Branch**, do solemnly and sincerely declare as follows:

1. That I am the Branch Secretary of the Transport Workers' Union of Australia, Western Australian Branch, an organisation of employees registered under the Workplace Relations Act 1996, and am authorised to act in this matter.
2. That a register of members in Western Australia has during 2003 been kept and maintained as required by Sub-section 233(1).
3. That the number of effective members of the Western Australian Branch as at 1 January 2004 was 9014.
4. That the address of the Transport Workers' Union of Australia, Western Australian Branch is 3rd Floor, 82 Beaufort Street, Perth WA 6000.
5. That the document accompanying this declaration is a true and correct list of office holders for the Branch Committee of Management of the Transport Workers' Union of Australia, Western Australian Branch.
6. That there are no elections required, under the rules of the organisation, to be held during the year commencing 1st April 2004 for an office in the organisation, or for an office in the Western Australian branch of the organisation.

And I make this solemn declaration by virtue of the Statutory Declaration Act 1959, and subject to the penalties provided by that Act for the making of false statements in the Statutory Declarations, conscientiously believing the statements contained in this declaration to be true in every particular.

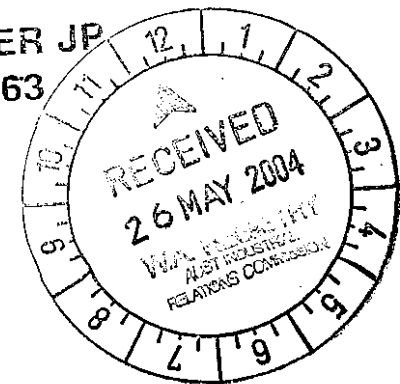
Declared at **Perth** in the State of **Western Australia**,

this *26th* day of *May* 2004



~~J. GRINTER JP~~
WA1563

Before me:



**TRANSPORT WORKERS UNION OF AUSTRALIA
WESTERN AUSTRALIAN BRANCH**

LIST OF OFFICE HOLDERS
BRANCH COMMITTEE OF MANAGEMENT

President

Ray McMillan Front End
0409 440 776 Loader

Vice President

Mark Bebich Truck
9275 3458 Driver

Secretary / Treasurer

James McGiveron Union
9307 6716 Secretary

Trustees

Richard Burton Union
9342 792 Organiser

Robert Dunn Truck
9314 7974 Driver

Committee of Management

Paul Aslan Union
9390 1800 Official

John Cain Union
9309 9197 Organiser

John Davis Truck
9359 1748 Driver

Timothy Dawson Union
9310 4824 Official

John Evitt Truck
9276 1748 Driver

Neville Hodgson Union
9319 9229 Official

John Johnston Truck
9175 1272 Driver

Michael Knowles Union
9252 0086 Official

Glenn Sterle Union
9337 6079 Organiser

Jeff Williams Truck
0438 921 626 Driver



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Mr James McGiveron
Branch Secretary
Transport Workers' Union of Australia
Western Australian Branch
P.O. Box 8497
Perth Business Centre
PERTH WA 6000

Dear Mr McGiveron,

**Re: Transport Workers' Union of Australia - Western Australian Branch
Annual Return of information contained in records kept by branch
(AR 2004/290)**

I have received your statutory declaration dated 26 May 2004 providing information in accordance with subsection 233(1) of Schedule 1B of the *Workplace Relations Act 1996*. The documents were lodged in the Industrial Registry on 27 May 2004.

The documents lodged cover the required information for the **2004** Annual Return of the branch.

Documents have been filed.

Please note that as a result of changes made to the Act on 12 May 2003, you must keep and lodge 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 branch.

Note: ► Previously, the requirement to lodge a record of each election that must be held applied to each year commencing 1 April.

Election information, which was lodged, refers to election information commencing 1 April 2004. Could you please re lodge a declaration with election information commencing 1 January 2004 as soon as possible.

Yours sincerely,

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

Lynette Markovski
Statutory Services Branch

2 June 2004

COMMONWEALTH OF AUSTRALIA

STATUTORY DECLARATION

I, **James Lawrence McGiveron, Branch Secretary of the Transport Workers' Union of Australia, Western Australian Branch**, do solemnly and sincerely declare as follows:

1. That I am the Branch Secretary of the Transport Workers' Union of Australia, Western Australian Branch, an organisation of employees registered under the Workplace Relations Act 1996, and am authorised to act in this matter.
2. That a register of members in Western Australia has during 2003 been kept and maintained as required by Sub-section 233(1).
3. That the number of effective members of the Western Australian Branch as at 1 January 2004 was 9014.
4. That the address of the Transport Workers' Union of Australia, Western Australian Branch is 3rd Floor, 82 Beaufort Street, Perth WA 6000.
5. That the document accompanying this declaration is a true and correct list of office holders for the Branch Committee of Management of the Transport Workers' Union of Australia, Western Australian Branch.
6. That there are no elections required, under the rules of the organisation, to be held during the year commencing 1st January 2004 for an office in the organisation, or for an office in the Western Australian branch of the organisation.

And I make this solemn declaration by virtue of the Statutory Declaration Act 1959, and subject to the penalties provided by that Act for the making of false statements in the Statutory Declarations, conscientiously believing the statements contained in this declaration to be true in every particular.

Declared at **Perth** in the State of **Western Australia**,

this 14 day of June 2004

James Lawrence McGiveron



Before me:

E.G. LEVITT J.P.
WA 6035
 24/8 BRADFORD STREET
 MOUNT LAWLEY, WA
 AUSTRALIA 6050

14 June 2004



Australian Government
Australian Industrial Registry

Level 35, Nauru House
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Mr McGiveron
Branch Secretary
Transport Workers' Union of Australia
Western Australian Branch
PO Box 8497
Perth Business Centre
PERTH WA 6000

Dear Mr McGiveron,

Re: Transport Workers' Union of Australia - Western Australian Branch

**Annual Return of information contained in records kept by branch
(AR 2004/290)**

I have received your statutory declaration dated 14 June 2004 providing election information. The document has been lodged in the Industrial Registry on 18 June 2004.

The documents have been filed.

Yours sincerely,

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

Lynette Markovski
Statutory Services Branch

23 June 2004