

Level 35, Nauru House 80 Collins Street, Melbourne, VIC 3000 GPO Box 1994S, Melbourne, VIC 3001 Telephone: (03) 8661 7799 Fax: (03) 9654 6672

Mr Mick Farrell **Branch Secretary** United Firefighters' Union of Australia **Aviation Branch** 86A O'Shanassy St SUNBURY VIC 3429

Dear Mr Farrell,

By email: ufuavat1@bigpond.com.au

Re: Financial Documents for year ended 30 June 2005 - FR2005/453

Schedule 1B - Workplace Relations Act 1996 (RAO Schedule)

I acknowledge receipt of the financial reports for the Aviation Branch of the United Firefighters' Union of Australia for the year ended 30 June 2005. The documents were lodged in the Industrial Registry on 21 December 2005.

This is the second lodgment by the branch of its financial reports under the Registration and Accountability of Organisations (RAO) Schedule which commenced on 12 May 2003.

The documents have been filed.

Comments to assist in future financial years

The following comments may assist you when you next prepare financial reports. No further action is required regarding these issues with respect to the lodged documents.

Committee of Management Statement

The Committee of Management Statement was based on the previous format required by the Workplace Relations Act 1996.

In future financial years the wording of the Committee of Management Statement should be based on Items 24 to 26 of the Reporting Guidelines. The Certificate should also confirm that it has been made in accordance with a resolution passed by the Committee and provide the date of the resolution. For your assistance a copy of the Reporting Guidelines is enclosed.

Designated Officer's Certificate

In future financial years the branch should lodge a Designated Officer's Certificate, in accordance with the requirements of s268 of the RAO Schedule, that:

- confirms that the documents have been provided to the members,
- confirms that the documents have been presented to a meeting,
- identifies whether that meeting was a general meeting of members or a Committee of Management meeting,
- provides the date of the meeting, and
- confirms that the documents lodged are copies of the documents presented to the meeting.

While I note that some of the above information was set out in a 'Certificate by Members of the Committee' dated 20 December 2005 in future financial years the branch should follow the specific provisions of s268 of the RAO Schedule.

Auditor's Report

The Auditor's Report is required to confirm whether the General Purpose Financial Report is presented fairly in accordance with:

- · The Australian Accounting Standards, and
- The additional requirements of the RAO Schedule.

For more information see s257 of the RAO Schedule.

The following wording in an Auditor's Report would satisfy the requirements of s257 of the RAO Schedule:

In my opinion the general purpose financial report is presented fairly in accordance with applicable Australian Accounting Standards and the requirements imposed by Part 3 of Chapter 8 of Schedule 1B (RAO Schedule) of the Workplace Relations Act 1996.

Accordingly, you may wish to forward a copy of this letter to the branch's auditor.

Operating Report - superannuation trustees

The Operating Report is also required to state whether any officer or member of the branch is a trustee of a superannuation entity (or a director of a company that is a trustee of a superannuation entity) - see s254 of the RAO Schedule.

In the event that no officer or member of the organisation is a trustee or director of a superannuation entity the Operating Report should still include a comment to this effect.

If you have any queries please contact me on (03) 8661 7799.

Yours faithfully,

Andrew Schultz

Statutory Services Branch

13 February 2006

Workplace Relations Act 1996 Schedule 1B

Australian Industrial Registry Principal Registry Nauru House 80 Collins Street Melbourne Vic 3000

(Postal Address: GPO Box 1994S Melbourne Vic 3001)

Determination of reporting guidelines for the purposes of section 253 of RAO Schedule

Application

- 1. These reporting guidelines are made under section 255 of Schedule 1B (the RAO Schedule) of the Workplace Relations Act 1996 (the Act).
- 2. These reporting guidelines apply to all general purpose financial reports of a reporting unit as defined in section 242 of the RAO Schedule except where a Registrar has issued a certificate under subsection 270(1) to the reporting unit in relation a financial year. Separate reporting guidelines made under section 255 of the RAO Schedule for purposes of section 270 apply to a general purpose financial report of a reporting unit in relation to the financial year for which a certificate has been issued under subsection 270(1).
- 3. In the event of a conflict between a requirement of these reporting guidelines and a requirement of an Australian Accounting Standard, the requirement of the Standard prevails unless there has been a determination under section 241 of the RAO Schedule that the Standard or the relevant part of the Standard does not apply in relation to an organisation or a class of organisations.

Operative Date

4. These reporting guidelines apply to each financial year of an organisation that starts on or after 1 November 2004.

Purpose of Reporting Guidelines

- 5. These reporting guidelines apply for purposes of section 253 of the RAO Schedule.
- 6. Under subsection 253(1) of the RAO Schedule a reporting unit is required to have a general purpose financial report (GPFR) prepared. The GPFR must be prepared in accordance with Australian Accounting Standards. These reporting guidelines prescribe certain disclosure requirements in addition to those prescribed by Australian Accounting Standards having in mind the nature of organisations registered under the RAO Schedule.
- 7. The disclosure requirements prescribed by these reporting guidelines are directed towards providing members of a reporting unit with information to enable them to gauge the performance of the committee of management and other holders of office in relation to the financial management of the reporting unit. In addition, the reporting guidelines seek to improve the quality of information available to users of the GPFR about the reporting unit's economic support of, or economic dependency on, other reporting units of the organisation.

General Requirements for Presentation and Disclosures in GPFR

- 8. The reporting unit must disclose in the notes to the financial statements:
 - (a) where the reporting unit is dependent on another reporting unit of the organisation for a significant volume of revenue or financial support and that dependency is not clearly discernible from a separate line item in the profit and loss statement or the balance sheet:
 - (i) the name of the reporting unit on which there is an economic dependency; and
 - (ii) the amount of revenue or financial support derived from the other reporting unit;
 - (b) information for the preceding corresponding financial year which corresponds to the disclosures specified for the current financial year must be disclosed, except where, in respect of the financial year to which these reporting guidelines are first applied, corresponding information was not required under the Act or the Workplace Relations Regulations or a superseded version of these reporting guidelines; and
 - (c) the notice required by subsection 272(5) of the RAO Schedule drawing attention to subsections (1), (2) and (3) of section 272 and setting out those subsections.
- 9. Where a reporting unit acquires during the financial year an asset or a liability as a result of:
 - (a) an amalgamation under Chapter 3, Part 2 of the RAO Schedule in which the organisation was the amalgamated organisation; or
 - (b) a restructure of the branches of the organisation; or
 - (c) a determination by the Industrial Registrar under subsection 245(1) of the RAO Schedule of an alternative reporting structure for the organisation; or
 - (d) a revocation by the Industrial Registrar under subsection 249(1) of the RAO Schedule of a certificate issued to an organisation under subsection 245(1),

the reporting unit must disclose in the notes to the financial statements in respect of each such asset or class of assets or each such liability or class of liabilities:

- (e) date acquired;
- (f) description; and
- (g) name of the entity (including a reporting unit of the organisation or that of another organisation) from which it was acquired.

Profit and Loss Statement

- 10. Balances for the following items of revenue must be disclosed by the reporting unit in the notes to the financial statements unless already disclosed on the face of the profit and loss statement in accordance with Australian Accounting Standards:
 - (a) entrance fees or periodic subscriptions (in these guidelines referred to as membership subscriptions) in respect of membership of the organisation;
 - (b) where under the rules of the organisation or a branch of the organisation a reporting unit may receive from another reporting unit of the organisation as a contribution towards the general administrative expenses of the reporting unit a proportion of the total amount received by the other reporting unit as entrance fees or membership subscriptions the amount and the name in respect of each such reporting unit;
 - (c) where the circumstances specified in subparagraph (b) apply in relation to more than one other reporting unit of the organisation the aggregate amount for all such reporting units;
 - (d) compulsory levies raised from the members or as appeals for voluntary contributions for the furtherance of particular purposes the amount and a brief description of the purpose of each such levy or appeal; and

- (e) donations or grants (other than voluntary contributions referred to in subparagraph (d)).
- 11. Balances for the following items of expense must be disclosed by the reporting unit in the notes to the financial statements unless already disclosed on the face of the profit and loss statement in accordance with Australian Accounting Standards:
 - (a) expenses incurred as consideration for employers making payroll deductions of membership subscriptions;
 - (b) where under the rules of the organisation or the rules of a branch of the organisation the reporting unit must pay to another reporting unit of the organisation as a contribution towards the administrative expenses of the other reporting unit a proportion of the total amount derived by the reporting unit as entrance fees or membership subscriptions the amount and the name in respect of each such reporting unit;
 - (c) where the circumstances specified in subparagraph (b) apply in relation to more than one other reporting unit of the organisation the total amount in respect of all other reporting units:
 - (d) fees and periodic subscriptions in respect of its affiliation to any political party, any federation, congress, council or group of organisations, or any international body having an interest in industrial matters;
 - (e) compulsory levies imposed on the reporting unit for each such levy, the amount, a brief description of purpose and the name of the entity imposing the levy (including another reporting unit of the organisation);
 - (f) grants or donations;
 - (g) employee benefits to holders of office of the reporting unit;
 - (h) employee benefits to employees (other than holders of offices) of the reporting unit;
 - (i) fees or allowances (other than any amount included in an amount referred to in subparagraphs (g) or (h) of this paragraph) to persons in respect of their attendances as representatives of the reporting unit at conferences or other meetings;
 - (j) legal costs and other expenses related to litigation or other legal matters;
 - (k) expenses (other than expenses included in an amount referred to elsewhere in this paragraph) incurred in connection with meetings of members of the reporting unit and any conferences or meetings of councils, committees, panels or other bodies for the holding of which the reporting unit was wholly or partly responsible; and
 - (l) penalties imposed on the reporting unit under the Act or Regulations.
- 12. Balances for the following items must be disclosed by the reporting unit in the notes to the financial statements unless already disclosed on the face of the profit and loss statement in accordance with Australian Accounting Standards:
 - (a) where any amount (other than an amount included in an amount referred to elsewhere in these reporting guidelines) has been transferred to a fund or account kept for a specific purpose by the reporting unit or any such amount has been withdrawn from such a fund or account the amount transferred to, or withdrawn from, that fund or account, as the case may be, and the name of the fund or account; and
 - (b) the net surplus or net deficit of the reporting unit that has been transferred to the general fund.

Balance Sheet

- 13. Where an item is disclosed on the face of the balance sheet as:
 - (a) a receivable or other right to receive cash; or
 - (b) a payable or other financial liability; and
 - (c) the item or a part of the item has been derived as a result of one or more transactions and/or other past events with another reporting unit of the organisation,

the following additional disclosures should be made in the notes to the financial statements about the item or the part of the item:

- (d) name of the other reporting unit; and
- (e) cost or value attributable to the other reporting unit.
- 14. Total amounts for the following items must be disclosed by the reporting unit in the notes to the financial statements unless already disclosed on the face of the balance sheet in accordance with Australian Accounting Standards:

Liabilities

- (a) payables to employers as consideration for the employers making payroll deductions of membership subscriptions;
- (b) payables in respect of legal costs and other expenses related to litigation or other legal matters;
- (c) employee benefits in respect of holders of offices in the reporting unit;
- (d) employee benefits in respect of employees (other than holders of offices) of the reporting unit:

Equity

- (e) name and balance of each fund or account operated in respect of compulsory levies raised by the reporting unit or voluntary contributions collected from members of the reporting unit;
- (f) where moneys, or the balance of moneys, standing to the credit of a fund or account referred to in subparagraph (e) have been invested in any assets the name of the fund or account and the value of those assets;
- (g) name and balance of each fund or account operated (other than the general fund or a fund referred to in (e)) the operation of which is required by the rules of the organisation including the rules of a branch of the organisation; and
- (h) the balance of the general fund.

Statement of Cash Flows

15. Where another reporting unit of the organisation is the source of a cash inflow or the application of a cash outflow, such cash flow should be separately disclosed in the notes to the financial statements and show the name of the other reporting unit concerned.

Recovery of wages activity financial report

- 16. Where the reporting unit has undertaken recovery of wages activity (and has derived revenues for the financial year in respect of such activity) the reporting unit must cause to be prepared for purposes of paragraph 253(2)(c) of the RAO Schedule a financial report in which is disclosed financial information associated with such activity.
- 17. The financial report required under paragraph 16 should be prepared and presented in a manner consistent with Australian Accounting Standards and Statements of Accounting Concepts approved by the Australian Accounting Standards Board.
- 18. Comparatives for the preceding financial year must be disclosed in the financial report required under paragraph 16 except where, in respect of the financial year to which these reporting guidelines are first applied, comparatives were not required under a superseded version of these reporting guidelines.
- 19. The financial report required under paragraph 16 may be prepared under the cash basis of accounting or the accrual basis of accounting, at the option of the organisation provided that all reporting units of the organisation use the same. The Appendix to these reporting guidelines provides for purposes of illustration only the format of this financial report prepared under the cash basis of accounting.
- 20. Balances including nil amounts for the following items of revenue must be disclosed in the financial report required under paragraph 16:
 - (a) amounts in aggregate recovered from employers in respect of recovery of wages activity; and
 - (b) interest received on recovered moneys.
- 21. Balances including nil amounts for the following items of outgoings from recovered moneys must be disclosed in the financial report required under paragraph 16:
 - (a) deductions of amounts payable in aggregate in respect of membership of the organisation where at the time of deduction the amounts had become payable:
 - (i) 12 months before or earlier; or
 - (ii) greater than 12 months before; and
 - (b) deductions of donations or other contributions made to a fund or account of the reporting unit showing the name and amount in aggregate in respect of each such fund or account; and
 - (c) deductions of donations or other contributions made to a fund or account of another reporting unit of the organisation showing the name of the other reporting unit and the name and amount in aggregate in respect of each such fund or account; and
 - (d) deductions of donations or other contributions made to a fund or account of another entity showing the name of the other entity and the name and amount in aggregate in respect of each such fund or account; and
 - (e) deductions in aggregate of fees charged or reimbursements in aggregate of expenses incurred by the reporting unit in respect of recovery of wages activity; and
 - (f) amounts in aggregate distributed to workers as recovered moneys.
- 22. Balances including nil amounts for cash assets attributable to recovered moneys must be disclosed in the financial report required under paragraph 16 as at the:
 - (a) beginning of the financial year; and

- (b) end of the financial year.
- 23. For purposes of subparagraph 253(2)(b)(ii) of the RAO Schedule the notes to the financial statements must contain the following information in relation to recovery of wages unless already disclosed in the financial report required under paragraph 16:
 - (a) the number of workers to which the moneys recovered mentioned in subparagraph 20(a) relate; and
 - (b) aggregate payables to workers attributable to recovered moneys but not yet distributed; and
 - (c) the number of workers to which the payables mentioned in subparagraph (b) relate; and
 - (d) name and balance of each fund or account operated for recovery of wages activity; and
 - (e) where moneys, or the balance of moneys, standing to the credit of a fund or account referred to in subparagraph (d) have been invested in any assets the name of the fund or account and the value of those assets.

Committee of Management Statement

- 24. For purposes of paragraph 253(2)(c) of the RAO Schedule the reporting unit must cause to be prepared a committee of management statement containing declarations by the committee of management in relation to the GPFR.
- 25. The committee of management statement must include declarations by the committee of management as to whether in the opinion of the committee of management that:
 - (a) the financial statements and notes comply with the Australian Accounting Standards;
 - (b) the financial statements and notes comply with the reporting guidelines of 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; and
 - (e) during the financial year to which the GPFR 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 including the rules of a branch concerned; and
 - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned; 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) where the organisation consists of 2 or more reporting units, the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and
 - (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) there has been compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.

- (f) in relation to recovery of wages activity:
 - (i) the financial report on recovery of wages activity has been fairly and accurately prepared in accordance with the requirements of the reporting guidelines of the Industrial Registrar; and
 - (ii) the committee of management caused the auditor to include in the scope of the audit required under subsection 257(1) of the RAO Schedule all recovery of wages activity by the reporting unit in which revenues had been derived for the financial year in respect of such activity; and
 - (iii) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from moneys recovered from employers on behalf of workers other than reported in the financial report on recovery of wages activity and the notes to the financial statements; and
 - (iv) that prior to engaging in any recovery of wages activity, the organisation has disclosed to members by way of a written policy all fees to be charged or reimbursement of expenses required for recovery of wages activity, and any likely request for donations or other contributions in acting for a worker in recovery of wages activity; and
 - (v) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from moneys recovered from employers on behalf of workers until distributions of recovered money were made to the workers.

26. The committee of management statement must:

- (a) be made in accordance with such resolution as is passed by the committee of management of the reporting unit in relation to the matters requiring declaration;
- (b) specify the date of passage of the resolution;
- (c) be signed by a designated officer within the meaning of section 243 of the RAO Schedule; and
- (d) be dated as at the date the designated officer signs the statement.

Auditor's Statement

- 27. The auditor's statement required under section 257(5) of the RAO Schedule must include a declaration as to whether in the auditor's opinion the general purpose financial report is presented fairly in accordance with any of the following that apply in relation to the reporting unit:
 - (a) the Australian Accounting Standards;
 - (b) in relation to recovery of wages activity;
 - (i) that the scope of the audit encompassed recovery of wages activity;
 - (ii) that the financial statements and notes and recovery of wages activity financial report properly and fairly report all information required by the reporting guidelines of the Industrial Registrar, including;
 - 1. any fees charged to or reimbursements of expenses claimed from members and others for recovery of wages activity; and
 - 2. any donations or other contributions deducted from recovered money; and
 - (c) any other requirements imposed by these Reporting Guidelines or Part 3 of Chapter 8 of the RAO Schedule.

Glossary of Terms

28. The following terms are used in these reporting guidelines - the meaning of any term defined in the Australian Accounting Standards is not modified by the following glossary:

amalgamated organisation has the meaning provided in section 35 of the RAO Schedule.

assets are future economic benefits controlled by the reporting unit as a result of past transactions or other past events.

Australian Accounting Standards means the accounting standards issued by the Australian Accounting Standards Board (AASB) or issued by CPA Australia and by The Institute of Chartered Accountants in Australia and adopted by the AASB (section 6 of the RAO Schedule).

cash assets means cash on hand and cash-equivalent assets.

cash-equivalent assets means highly liquid investments with short periods to maturity which are readily convertible to cash on hand at the investor's option and are subject to an insignificant risk of changes in value.

cash flows means cash movements resulting from transactions with parties external to the reporting unit.

cash on hand means notes and coins held, and deposits held at call with a financial institution.

comparatives mean the corresponding amounts and other disclosures for the preceding financial year presented for comparative purposes as part of the current year's financial report.

designated officer is an officer of the reporting unit within the meaning of section 243 of the RAO Schedule.

employee benefits means all forms of consideration given by the reporting unit in exchange for services rendered by holders of office or employees.

entity means any legal, administrative, or fiduciary arrangement, organisational structure (including a reporting unit of an organisation) or other party (including a person) having the capacity to deploy scarce resources in order to achieve objectives.

equity means the residual interest in the assets of the reporting unit after deduction of its liabilities.

financial liability includes an obligation to deliver cash to another entity.

financial records to the extent that they relate to finances or financial administration includes a register, any other record of information, financial reports or financial records, however compiled, recorded or stored, a document (section 6 of the RAO Schedule).

financial statements comprise a profit and loss statement, a balance sheet and a statement of cash flows (paragraph 253(2)(a) of RAO Schedule).

financial year in relation to an organisation means the period of 12 months commencing on 1 July in any year or another period of 12 months as is provided in the rules of the organisation (section 6 of RAO Schedule) or a different period in the special circumstances set out in section 240 of the RAO Schedule.

general administrative expenses includes expenses in respect of the office of the reporting unit, and other expenses that arise at the reporting unit level and relate to the reporting unit as a whole.

general fund means the equity of the reporting unit other than in relation to any fund operated by the reporting unit for a specific purpose.

general purpose financial report has the meaning set out in subsection 253(2) of the RAO Schedule.

grant or donation is taken to have the same meaning as used in section 149 or section 237 of the RAO Schedule though is not limited by amount.

liabilities are the future sacrifices of economic benefits that the reporting unit is presently obliged to make to other entities as a result of past transactions or other past events.

membership subscriptions means periodic subscriptions in respect of membership of the organisation.

notes to the financial statements comprise notes required by Australian Accounting Standards and information required by the reporting guidelines (paragraph 253(2)(b) of the RAO Schedule).

organisation means an organisation registered under the RAO Schedule.

payables are amounts owed by the reporting unit to other entities for goods or services delivered.

RAO Schedule means Schedule 1B to the Workplace Relations Act 1996.

RAO Regulations means the Workplace Relations (Registration and Accountability of Organisations) Regulations 2003.

receivables are amounts owed to the reporting unit by other entities (including members of the reporting unit) for goods or services delivered (including membership subscriptions).

recovery of wages activity means work by the organisation to recover from employers money due and payable to workers under awards, certified agreements or Australian Workplace Agreements and contracts of employment.

reporting unit has the meaning set out in section 242 of the RAO Schedule.

revenues are inflows or other enhancements, or savings in outflows, of future economic benefits in the form of increases in assets or reductions in liabilities of the reporting unit that result in an increase in equity during the financial year.

rules of an organisation are the rules that an organisation must have under Chapter 5, Part 2 of the RAO Schedule.

workers means, in the context of recovery of wages activity, an employee of an employer who may or may not be a member of the organisation engaging in the recovery of wages activity.

Dated: 12 October 2004

Nicholas Wilson

Industrial Registrar

* refer paragraph 19 of reporting guidelines for the purposes of section 253 of the RAO Schedule

[full name of reporting unit]

Statement of receipts and payments for recovery of wages activity - Cash Basis - for year ended 30 June 2004

Note	2004 \$	2003 \$
Cash assets in respect of recovered money at beginning of year	X	X
Receipts		
Amounts recovered from employers in respect of wages etc	X	X
Interest received on recovered money	X	X
Total receipts	X	X
Payments		
Deductions of amounts due in respect of membership for: 12 months or less greater than 12 months	(X) (X)	(X) (X)
Deductions of donations or other contributions to accounts or funds of:	, ,	. ,
 the reporting unit - [name of account] [name of fund] [name of fund] 	(X) (X) (X)	(X) (X) (X)
 [name of other reporting unit of the organisation] - [name of account] [name of fund] [name of fund] 	(X) (X) (X)	(X) (X) (X)
 [name of other entity] - [name of account] [name of fund] [name of fund] 	(X) (X) (X)	(X) (X) (X)
Deductions of fees or reimbursements of expenses	(X)	(X)
Payments to workers in respect of recovered money	(X)	(X)
Total payments	(X)	(X)
Cash assets in respect of recovered money at end of year	X	X

-KL003/453

United Firefighters Union of Australia Aviation Branch

Registered Office:

86A O'Shanassy St, Sunbury, Victoria 3429 Postal Address: PO Box 966, Sunbury 3429 Ph: (03) 9746 3722 Fax: (03) 9746 3766 Fax: Utugyat1@bigpond.com.gu

Email: <u>utuavat1@biapond.com.au</u> ABN: 96 533 521 914

20th December 2005

22/12

Australian Industrial Registry Statutory Services Branch GPO Box 1994S MELBOURNE VIC 3001

Dear Sir/Madam

Please find enclosed, the documentation required from our Branch regarding the audited accounts for the financial year 1st July 2004 to 30th June 2005, including the relevant signed forms.

We trust the enclosed information is correct and in accordance with the regulations accorded to this organisation.

Yours sincerely

Mick**///**arrell

Branch Secretary

CERTIFICATE BY MEMBERS OF THE COMMITTEE

I, Andrew St	tenhouse of 9 Pott Street, Moil NT and I, Michael Farrell of 56 Main Street, Romsey	Vic certify that:
(a)	We are members of the committee of United Firefighters Union of Australia - Aviatio	n Branch.
(b)	We attended the annual general meeting of the association held on the annual general meeting of the association held on the	December 200;
(c)	We are authorised by the attached resolution of the committee to sign this certificate) .
(d)	This annual statement was submitted to the members of the association at meeting.	its annual general
Committee	Member: Andrew Stenhouse	
Committee	Member: Michael Farrell	
Dated this	20th day of December 2005	

FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2005

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OPERATING REPORT

Your committee members submit the financial report of the United Firefighters Union of Australia - Aviation Branch for the financial Year ended 30 June 2005.

Committee Members

The names of committee members throughout the Year and at the date of this report are:

Andrew Stenhouse
Michael Farrell
John Hancox
John Miller
Jon Vaughan
Peter Arthurson
Christos Sachlikidis
David Arnott
Dennis Horner
John Gannon

Principal Activities

Glen Barker

The principal activities of the United Firefighters Union of Australia - Aviation Branch during the financial Year was a Union.

Significant Changes

No significant change in the nature of the financial affairs of United Firefighters Union of Australia - Aviation Branch occurred during the Year.

Operating Result

The profit from ordinary activities after providing for income tax amounted to \$18,835.

Resignation From Membership

A member of the Union may resign membership under section 174 of Schedule 1B of the Workplace Relations Act 1996 and under Rule 8 of the Union's Rules.

Membership

The number of members in the Union as at 30th June, 2005 was 513.

Employees

Committee Member:

The number of employees in the Union as at 30th June, 2005 was 2.

Committee Member:

ANDREW STENHOUSE

MICHAEL EADOW

Dated this 30th day of August 2005

STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2005

	Note	2005 \$	2004 \$
CLASSIFICATION OF EXPENSES BY NATURE			
Revenues from ordinary activities Raw materials and consumables used Employee benefits expense Depreciation and amortisation expenses Borrowing costs expense Other expenses from ordinary activities	2	284,694.93 (400.00) (132,157.21) (5,207.00) (9.71) (128,085.83)	241,373.58 (65.73) (111,212.89) (1,394.00) - (118,545.05)
Profit from ordinary activities before income tax expense Income tax expense relating to ordinary activities Net profit from ordinary activities after income tax expense attributable to the association Total changes in equity other than those resulting from transactions with owners as owners	8	18,835.18 - - - - - - - - - - - - - - - - - - -	10,155.91

STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2005

		2005	2004
	Note	\$	\$
CURRENT ASSETS			
Cash assets	4	212,727.09	180,427.75
TOTAL CURRENT ASSETS	-	212,727.09	180,427.75
NON-CURRENT ASSETS			
Property, plant and equipment	5	8,154.42	14,482.09
TOTAL NON-CURRENT ASSETS	-	8,154.42	14,482.09
TOTAL ASSETS	-	220,881.51	194,909.84
CURRENT LIABILITIES			
Payables	6	2,652.53	2,153.29
Provisions	7	18,732.25	12,095.00
TOTAL CURRENT LIABILITIES	-	21,384.78	14,248.29
TOTAL LIABILITIES	-	21,384.78	14,248.29
NET ASSETS	=	199,496.73	180,661.55
EQUITY			
Retained profits	8	199,496.73	180,661.55
TOTAL EQUITY	_	199,496.73	180,661.55

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2005

	2005	2004
	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES		
Gross Receipts	302,212.12	260,511.54
Interest Received	8,627.16	4,502.72
Payments to Suppliers & Employees	(278,407.55)	(252,875.96)
Interest & Other Costs of Finance Paid	(9.71)	-
Net cash provided by (used in) operating activities	32,422.02	12,138.30
CASH FLOWS FROM INVESTING ACTIVITIES		
Payment for Plant & Equipment	(122.68)	(9,372.76)
Net cash provided by (used in) investing activities	(122.68)	(9,372.76)
CASH FLOWS FROM FINANCING ACTIVITIES		
Proceeds from Electricity Deposit		100.00
Net cash provided by (used in) financing activities		100.00
Net increase (decrease) in cash held	32,299.34	2,865.54
Cash at beginning of financial year	180,427.75	177,562.21
Cash at end of year	212,727.09	180,427.75

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

1 Statement of Significant Accounting Policies

The financial report is a general purpose financial report that has been prepared in accordance with applicable Australian Accounting Standards, Urgent Issues Group Consensus Views and other authoritative pronouncements of the Australian Accounting Standards Board and the requirements of the Industrial Registrar's reporting guidelines under the Workplace Relations Act.

The financial report covers United Firefighters Union of Australia - Aviation Branch as an individual entity. United Firefighters Union of Australia - Aviation Branch is a union registered under the Commonwealth Industrial Relations Act 1988.

The financial report has been prepared on an accrual basis and is based on historical costs and does not take into account changing money values, or except where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets.

The following is a summary of the material accounting policies adopted by the association in the preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

Property, Plant and Equipment

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

Plant and Equipment

Plant and equipment is measured on the cost basis.

The carrying amount of plant and equipment is reviewed annually by the association 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.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

Depreciation

The depreciable amount of all fixed assets including buildings and capitalised leased assets, but excluding freehold land, are depreciated on straight line or diminishing value basis over their estimated useful lives to the economic association commencing from the time the asset is held ready for use. Properties held for investment purposes are not subject to a depreciation charge. 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 depreciable asset are:

The useful life for each class of depreciable asset are:

Class of Fixed Asset

Depreciation Rate
7.5%-40% Diminishing and
10%-25% Prime Cost

Office Furniture & Equipment

Class of Fixed Asset

Office Furniture & Equipment

Useful Life 4-10 years

Leases

Leases of fixed assets, where substantially all the risks and benefits incidental to the ownership of the asset, but not the legal ownership, are transferred to the association, are classified as finance leases. Finance leases are capitalised recording an asset and a liability equal to the present value of the minimum lease payments, including any guaranteed residual value.

Lease payments under 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.

Employee Benefits

Provision is made for the association's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits expected to be settled within one year together with benefits arising from wages and salaries, annual leave and sick leave which will be settled after one year, have been measured at the amounts expected to be paid when the liability is settled plus related on-costs. Other employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits.

Contributions are made by the association to an employee superannuation fund and are charged as expenses when incurred.

Cash

For purposes of the Statement of Cash Flows, cash includes deposits at call with financial institutions and other highly liquid investments with maturity within less than 3 months which are readily convertible to cash on hand at the investor's opinion and are subject to an insignificant risk of changes in value, and borrowings which are integral to the cash management function and which are not subject to a term facility.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

Revenue

Revenue from the sale of goods is recognised upon the delivery of goods to customers.

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

All revenue is stated net of the amount of goods and services tax (GST).

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 Tax 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.

Adoption of Australian Equivalents to International Financial Reporting Standards

Australia is currently preparing for the introduction of International Financial Reporting Standards (IFRS) effective for financial years commencing 1 January 2005. On first time adoption of IFRS, comparatives for the financial year ended 30th June 2005 are required to be restated. The majority of the IFRS transitional adjustments will be made retrospectively against retained earnings at 1 July 2004.

The committee, along with the auditors, are assessing the significance of these changes and preparing for their implementation. The impact of the alternative treatments and elections under AASB 1: First Time Adoption of Australian Equivalents to International Financial Retporting Standards has been considered where applicable.

The committee are of the opinion that the key difference in the Association's accounting policies which will arise from the adoption of IFRS is as follows. Users of the financial statements should note, however, that the amounts disclosed could change if there are any amendments by standard setters to the current IFRS, interpretation of the IFRS requirements or changes due to the continuing work of the committee.

- Impairment of Assets

The entity currently determines the recoverable amount of an asset on the basis of depreciated replacement cost that will be received from the assets use and subsequent disposal. In terms of the pending AASB 136: Impairment of Assets, the recoverable amount of an asset will be determined as the higher of fair value less costs to sell and value in use. It is not expected that there will be any significant impacts on the asset balances due to the IFRS transition.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

		2005 \$	2004 \$
2	Revenue		
	Operating activities		
	Membership Fees	248,270.48	214,990.51
	Reimbursements	21,798.05	19,456.17
	Sale of goods	1,067.28	446.72
	Interest	8,627.16	4,502.72
	Other revenue	4,931.96	1,977.46
		284,694.93	241,373.58
3	Profit from Ordinary Activities		·
	Profit from ordinary activities before income tax expense has been determined after:		
	Cost of sales	400.00	65.73
	Borrowing costs		
	Other Persons/Corporations	9.71 9.71	
	Total borrowing costs	9.71	
	Depreciation of non-current assets		
	Depreciation	5,207.00	1,394.00
	Total depreciation	5,207.00	1,394.00
	Rental expense on operating leases		
	Novated Lease	8,474.64	8,474.64
		8,474.64	8,474.64
	Revenue and Net Gains:		
	Net gain on disposal of plant and equipment	(1,243.35)	-
4	Cash Assets		
	Petty Cash Imprest	2.59	88.46
	Deposit - Heritage	22,126.47	20,960.00
	Term Deposit - Bendigo Bank	52,675.54	50,000.00
	Cash at Bank - Conference Account	55,337.38	35,098.59
	Cash at Bank - Staff Account	16,581.09	12,342.22
	Cash at Bank - Office Equipment Account Cash at Bank - Bendigo Bank	8,903.45 27,775.78	7,183.30
	Cash at Bank - Bendigo Bank Cash at Bank - Members Equity	27,775.76 29,324.79	26,767.33 27,987.85
	Cash at Balit Monibolo Equity	212,727.09	180,427.75
			100, 121.70

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

	·			2005		2004 \$
	Office Furniture & Equipment - at Control Less: Accumulated Depreciation	ost		(8,78	39.42 35.00) 54.42	52,027.09 (37,545.00) 14,482.09
	Total Plant and Equipment Total Property, Plant and Equipm	ent			54.42 54.42	14,482.09 14,482.09
	Movements in Carrying Amounts					
	Movements in carrying amount for e property, plant and equipment betw beginning and the end of the curren year	een the				
	·	Freehold Land	Buildings	Plant and Equipment	Leased Plant and Equipment	Total
		\$	\$	\$	\$	\$
	Balance at the beginning of the					
	year Additions	-	-	14,482	-	14,482
	Disposals	-	_	123 (4,049)	-	123 (4,049)
	Depreciation expense	-	_	(2,401)	_	(2,401)
	Carrying amount at the end of the year			8.154		8.154
6	Payables					
	Current					
	Other Creditors			1,75	56.00	1,728.00
	GST Clearing			89	96.53	425.29
				2,65	52.53	2,153.29
7	Provisions					
	Current					
	Provision for Holiday Pay				32.25	12,095.00
				18,73	32.25	12,095.00
	Aggregate employee benefit liability	,		18,73	32.25	12,095.00
	Number of employees at year end				2.	3
8	Retained Profits					
	Retained profits at the beginning of Net profit attributable to the associa Retained profits at the end of the fir	ition	nr	180,66 18,83 199,49	35.18 <u> </u>	170,505.64 10,155.91 180,661.55

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

		2005 \$	2004 \$
9	Capital and Leasing Commitments		
	Operating Lease Commitments		
	Non-cancellable operating leases contracted for but not capitalised in the financial statements: Payable:		
	Not later than one year	9,264.00	8,820.00
	Total operating lease liability	9,264.00	8,820.00

The union has a lease on the building at 86a O'Shanassy Street, Sunbury that expires 30 June 2006 with an option to extend for one or two years.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

		2005 \$	2004 \$
Cash Flow Information			
Reconciliation of cash			
Cash at the end of the financial Year as shown in the Statement of Cash Flows is reconciled to the related items in the Statement of Financial Position as follows:			
Petty Cash Imprest	2.59	88.46	
Deposit - Heritage	22,126.47	20,960.00	
Term Deposit - Bendigo Bank	52,675.54	50,000.00	
Cash at Bank - Conference Account	55,337.38	35,098.59	
Cash at Bank - Staff Account	16,581.09	12,342.22	
Cash at Bank - Office Equipment Account	8,903.45	7,183.30	
Cash at Bank - Bendigo Bank	27,775.78	26,767.33	
Cash at Bank - Members Equity	29,324.79	27,987.85	
	212,727.09	180,427.75	
Reconciliation of net cash provided by operating activities to profit from ordinary activities after income tax			
Operating profit (loss) after income tax	18,835.18	10,155.91	
Non-cash flows in profit from ordinary activities:			
Provision for Annual Leave	6,637.25	7,343.00	
Provision for Long Service Leave	-	(6,513.26)	
Doubtful debts	5,207.00	-	
Depreciation	-	1,394.00	
Profit on Sale of Fixed Assets	(1,277.65)	-	
Loss on Sale of Fixed Assets	2,521.00	-	
Changes in assets and liabilities, net of the effects of purchase and disposals of subsidiaries			
Increase/(Decrease) in GST Control	471.24	968.65	

28.00

32,422.02

(1,210.00)

12,138.30

Increase/(Decrease) in Creditors

Cash flows from operations

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

2005 \$ 2004

\$

10 Association Details

The principal place of business of the association is:

86a O'Shanassy Street Sunbury Vic 3429

Information to be provided to members or Registrar

Section 272(5) of the RAO Schedule states that attention must be drawn to the following provisions of section 272:

- (1) A member of a reporting unit, or a Registrar, may apply to the reporting unit for specified prescribed 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, th einformation 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).

INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 30 JUNE 2005

	2005 \$	2004 \$
REVENUE		
Reimbursable Expenses	21,798.05	19,456.17
Membership Fees & Dues	248,270.48	214,990.51
·	270,068.53	234,446.68
OTHER REVENUE		
Interest Received	8,627.16	4,502.72
Rebates & Refunds	1,500.52	1,977.46
Sundry Income	2,153.79	-
Profit on Sale of Non-current Assets	1,277.65	-
Loss on Sale of Non-current Assets	(2,521.00)	-
Gross profit from trading	667.28	380.99
	11,705.40	6,861.17
	281,773.93	241,307.85

INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 30 JUNE 2005

	2005	2004
	\$	\$
EXPENDITURE		
Administration & Accountancy Fees	2,442.23	883.62
Affiliation Fees - UFU	8,868.87	8,452.00
Affiliation Fees - ACTU	1,097.82	1,031.82
Affiliation Fees - APHEDA	236.36	236.36
Affiliation Fees - CISFMA	80.00	212.39
Affiliation Fees - Union Shopper	228.85	-
Auditor's Remuneration	1,860.00	4,190.00
Bank Charges	2,633.83	1,981.64
Computer Software	431.82	694.03
Commission Paid	16.80	-
Depreciation	5,207.00	1,394.00
Donations	20.00	145.00
Fringe Benefits Tax	272.38	1,623.87
Honorariums	15,160.00	13,661.00
Insurance - Workcover	1,752.32	1,865.77
Insurance	2,847.31	2,673.15
Interest Paid	9.71	-
Leasing Charges	8,474.64	8,474.64
Light & Power	1,279.24	500.11
Media Release Fees	170.20	633.32
Postage	678.57	-
Printing & Stationery	2,088.87	2,722.44
Rates & Taxes	163.54	932.75
Refunds - Union Fees	-	34.91
Rent	9,743.81	9,724.62
Repairs & Maintenance	171.64	1,881.02
Staff & Office Amenities	530.50	624.46
Subscriptions & Memberships	2,413.74	1,958.93
Sundry Expenses	2,006.30	338.58
Superannuation Contributions	38,261.98	27,155.42
Telephone	10,281.30	11,582.93
Travelling Expenses - Attendance & Meeting Costs	33,822.58	26,662.12
Travelling Expenses - Annual Conference	14,178.68	14,875.26
Travelling Expenses - Other Courses & Seminars	1,339.75	549.00
Travelling Expenses - Other	820.18	23.77
Wages - Office Holders	49,567.28	43,391.78
Wages - Employees	43,780.65	40,041.23
	262,938.75	231,151.94
Profit from ordinary activities before income tax	18,835.18	10,155.91
Retained profits at the beginning of the financial year	180,661.55	170,505.64
Retained profits at the end of the financial year	199,496.73	180,661.55

COMMITTEE OF MANAGEMENT STATEMENT

On the 30th day of August 2005 the Committee of Management of United Firefighters Union of Australia - Aviation Branch passed the following resolutoin in relation to the general purpose financial report of the United Firefighters Union of Australia - Aviation Branch for the financial year ended 30 June 2005:

- 1. Presents fairly the financial position of United Firefighters Union of Australia Aviation Branch as at 30 June 2005 and its performance for the year ended on that date in accordance with Australian Accounting Standards, mandatory professional reporting requirements and other authoritative pronouncements of the Australian Accounting Standards Board.
- 2. At the date of this statement, there are reasonable grounds to believe that United Firefighters Union of Australia Aviation Branch will be able to pay its debts as and when they fall due.
- 3. During the financial year ending 30 June 2005 and since the end of that year:
 - (b) the financial affairs of the United Firefighters Union of Australia Aviation Branch have been managed in accordance with the rules of the organisation; and
 - (c) the financial records of the United Firefighters Union of Australia Aviation Branch have been kept and maintained in accordance with the RAO Schedule and RAO Regulations; and
 - (d) No orders have been made by the Commission under section 273 of the RAO Schedule during the period.

President:

Mr Andrew Stenhouse

Dated this 30th day of August 2005

INDEPENDENT AUDIT REPORT TO THE MEMBERS OF UNITED FIREFIGHTERS UNION OF AUSTRALIA - AVIATION BRANCH A.B.N. 96 533 521 914

Scope

I have audited the financial report as set out on pages 2 to 15 of United Firefighters Union of Australia - Aviation Branch for the financial year ended 30 June 2005. The Committee is responsible for the financial report. I have conducted an independent audit of this financial report in order to express an opinion on it to the members.

My audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance whether the financial report is free of material misstatement. My 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 whether, in all material respects, the financial report is presented fairly in accordance with Accounting Standards and other mandatory professional reporting requirements so as to present a view which is consistent with my understanding of the association's financial position, and performance as represented by the results of its operations and its cash flows.

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

Audit Opinion

In my opinion, the financial report of United Firefighters Union of Australia - Aviation Branch presents a true and fair view in accordance with applicable Accounting Standards and other mandatory professional reporting requirements in Australia the financial position of United Firefighters Union of Australia - Aviation Branch as at 30 June 2005, and the results of its operations and its cash flows for the year then ended.

Name of Firm:

Baguley & Associates Pty Ltd

Certified Practising Accountants

Name of Principal:

Barry Martin Baguley (APA)

Address:

47a O'Shanassy Street, Sunbury

Dated this 31st day of August 2005