



4 November 2015

Mr John Oliver
Branch Secretary
United Firefighters' Union of Australia-Queensland Branch
ufu@ufuq.com.au

Dear Mr Oliver,

Reminder of actions required when persons elected to office

The Australian Electoral Commission has provided the Commission a declaration of results for the election [E2015/201]. This letter is a reminder of certain obligations imposed on organisations and persons elected to office.

Section 154D(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act) requires the rules of organisations (and branches of organisations) to require each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe.

Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which should be provided for in your organisation's rules.

Also, section 233(2) of the RO Act requires that an organisation must notify the Fair Work Commission (the Commission) within 35 days of any changes to the holders of office in the organisation. If the election has resulted in any changes to the holders of office, the United Firefighters' Union of Australia-Queensland Branch must notify the Commission of these changes. In particular, please advise:

1. Person(s) who have ceased to hold office:
 - the name of the office vacated;
 - the date of the change of office holder; and
 - the name of the person vacating the office.
2. Person(s) who have commenced to hold office:
 - the name of the office now held;
 - the date of the change of office holder;
 - the name of the person now holding the office;
 - the postal address of the person (generally the postal address of the organisation); and
 - the occupation of the person now holding the office.

The notification must include a declaration by the Secretary (or other prescribed officer) that the information is a correct statement of the changes made. I have attached a template notification of changes which may assist you. If any change does not apply until a specific date, you don't need to notify until then (e.g. AGM, 1 January, 2nd Monday in March). If you have already lodged this information, please disregard this reminder.

Regards

Debbie Ball
Regulatory Compliance Branch

NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009*

I, [NAME], being the [OFFICER] of the [ORGANISATION NAME], declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:

[delete all that do not apply]

- On [DATE] the address of the organisation changed to [STREET ADDRESS].¹
- On [DATE] the name and/or address of a branch[es] of the organisation changed to:²
 1. [include OLD name and address and NEW name and address of every branch that has changed]
 2. ...
- A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.
- On [DATE] the following branch[es]:³
 - COMMENCED/CEASED operation:
 1. [include name of each new branch]
 2. ...

Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

Dated: [DATE]

[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to orgs@fwc.gov.au.]

¹ s.230(1)(d); reg.147(d)

² s.230(1)(d); reg.147(a) & (d)

³ s.230(1)(d); reg.147(b) & (c)

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Reason for change	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder (for privacy reasons, we recommend NOT a private address)	Occupation of <u>New</u> Office Holder
<i>National</i>	<i>1.1.2014</i>	<i>Secretary</i>	<i>Full Name</i>	<i>Retiring</i>	<i>Full Name</i>	<i>c/- the Registered Organisation, postal address of Registered Organisation</i>	<i>Paid official</i>
	<i>25.12.2013</i>	<i>President</i>	<i>vacant</i>	<i>Scheduled Election</i>	<i>Full Name</i>	<i>As above</i>	<i>mechanic</i>
...							
<i>NSW</i>	<i>1.1.2014 (resigned) 7.1.2014 (appointed)</i>	<i>President</i>	<i>Full Name</i>	<i>Resignation</i>	<i>Full Name</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>mechanic</i>
		<i>Committee of Management Member</i>	<i>Full Name</i>	<i>Scheduled Election</i>	<i>Full Name</i>	<i>As above</i>	<i>mechanic</i>
		<i>Treasurer</i>	<i>Full Name</i>	<i>Scheduled Election</i>	<i>vacant</i>	<i>vacant</i>	<i>vacant</i>
...							

Australian Electoral Commission /AEC

Fair Work (Registered Organisations) Act 2009

POST ELECTION REPORT

United Firefighters' Union of Australia Queensland Branch Election

ELECTION/S COVERED IN THIS REPORT

Election Decision No/s: *E2015/201*

RULES

Rules used for the election: *259V: Incorporates alterations of 01/09/2014*

Rules difficult to apply/interpret: *Nil*

Model Rule reference (if any): *N/A*

ROLL OF VOTERS

Total number of voters on the Roll: *N/A*

Number of apparent workplace addresses:

Number of non-current addresses:

Other matters pertaining to the roll of voters:

IRREGULARITIES

Details of written allegations of irregularities, and action taken by AEC: *Nil.*

Other irregularities identified, and action taken: *Nil*

ATTACHMENTS

- 1) Declaration of Results for Uncontested Offices Scheduled Election – 2 September 2015

Steve Gillespie
Returning Officer

17 September 2015

- United Firefighters' Union of Australia UFUA Queensland Branch Elections - E2015/201

Declaration of Results for Uncontested Offices

Below are the results of the election for the following offices, conducted in accordance with the provisions of the *Fair Work (Registered Organisations) Act 2009* and the rules of the organisation.

North Coast

Branch Committee of Management - Firefighter Delegate

Candidates

KETTLEWELL, Ronald

Brisbane

Branch Committee of Management - Officer Delegate

Candidates

No nomination was received

Branch Committee of Management - Firefighter Delegate (2)

Candidates

No nominations were received

South Western

Branch Committee of Management - Officer Delegate

Candidates

No nomination was received

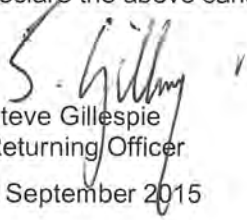
Auxiliary Firefighters - South

Branch Committee of Management - Auxiliary Firefighter Delegate - South

Candidates

No nomination was received

As the number of nominations accepted did not exceed the number of positions to be filled, I declare the above candidates elected.


Steve Gillespie
Returning Officer
2 September 2015



DECISION

Fair Work (Registered Organisations) Act 2009
s.189—Arrangement for conduct of an election

United Firefighters' Union of Australia
(E2015/201)

MR ENRIGHT

MELBOURNE, 14 JULY 2015

Arrangement for conduct of election.

[1] On 19 May 2015, the Queensland Branch of the United Firefighters' Union of Australia lodged with the Fair Work Commission the prescribed information in relation to an election for the following offices due to insufficient nominations in E2014/246:

Branch Committee of Management – Officer Delegates from the following regions:
Brisbane (1)
South Western (1)

Branch Committee of Management – Firefighter Delegates from the following regions:
North Coast (1)
Brisbane (2)

Branch Committee of Management – Auxiliary Firefighter Delegate – South (1)

[2] I am satisfied that an election for the abovenamed offices is required to be held under the rules of the organisation and, under subsection 189(3) of the *Fair Work (Registered Organisations) Act 2009*, I am making arrangements for the conduct of the election by the Australian Electoral Commission.



DELEGATE OF THE GENERAL MANAGER

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From: [John Oliver](#)
To: [BEBBINGTON, Catherine](#)
Cc: [Angela Oliver](#)
Subject: Prescribed Information
Date: Tuesday, 14 July 2015 3:01:25 PM

Catherine, I confirm that the prescribed information was lodged under section 189 (1) of the Act.

Sincerely,

John Oliver

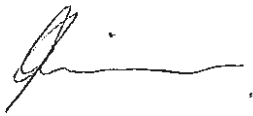
Notice and Statement of Prescribed Information for an Election

I, **John Oliver**, being the **Branch Secretary** of the **United Firefighters Union of Australia Queensland Branch**, make the following statement:

I am the **Branch Secretary** of the **United Firefighters Union of Australia Queensland Branch**,

I am authorised to lodge the following prescribed information concerning forthcoming elections in the **Queensland Branch** of the **United Firefighters Union of Australia Queensland Branch**, and

I confirm that the following information is being lodged under subsection 138(1)(a)-(g) of the Fair Work (Registered Organisations) Act 2009

Signed: 

Dated: 19th May 2015

Offices/Positions

A	
B	South Western – Branch Committee of Management – Officer Delegate (1) (DVS)
	North Coast - Branch Committee of Management – Firefighter Delegate (1) (DVS)
	Brisbane - Branch Committee of Management – Officer Delegate (1) Firefighter Delegate (2) (DVS)
	Auxiliary South - Branch Committee of Management – Auxiliary South Delegate (1) (DVS)

Reasons for election:

- Subsequent elections for E2014/246 as no nominations received.

- Elected by:

- The electorate for the direct voting system for:
 - North Coast Branch Committee of Management – Firefighter Delegate. Open to all Firefighters and Officers in North Coast (excluding Auxiliary Firefighters, Senior Officers and Communications Centres’ officers).
 - Brisbane – Branch Committee of Management – Firefighter Delegate. Open to all Firefighters and Officers in Brisbane (excluding Auxiliary Firefighters, Senior Officers and Communications Centres’ officers).
 - South Western Branch Committee of Management – Officer Delegate. Open to all Officers and Firefighters in South Western (excluding Auxiliary Firefighters, Senior Officers and Communications Centres’ officers).
 - Brisbane Branch Committee of Management – Officer Delegate. Open to all Officers and Firefighters in Brisbane (excluding Auxiliary Firefighters, Senior Officers and Communications Centres’ officers).
 - **Auxiliary South – Branch Committee of Management – Auxiliary South Delegate** is all Auxiliary firefighters for Auxiliary South members in the Queensland Branch

Nominations open:

- As determined by the Australian Electoral Commission.

Nominations close:

- As determined by the Australian Electoral Commission.

Cut off date for roll:

- In all cases - 7 days prior to the opening date for nominations - rule 22(g).

Notes:

The above sample Notice and Statement would satisfy each of the particulars required under s189(1) and the relevant regulations.

The Notice and Statement are required to be lodged at least 2 months before the first day of nominations as set out in the rules of the organisation – the General Manager of FWA may allow for a later day - see subsection 138(1(a)-(g)) and regulations.

The requirement to lodge election information under s189(2) is a civil penalty provision – see s305.