



27 November 2017

Chief Executive Officer
Victorian Association of Forest Industries
info@vafi.org.au

Dear Chief Executive Officer,

Notification of changes made to records [AR2017/8]

I acknowledge receipt of a Notification of Change to the office holders of the Victorian Association of Forest Industries.

This information was lodged with the Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
24/11/2017	N/A	New President	Yes
24/11/2017	N/A	New Vice President	Yes

I note that the notification includes a list of all office holders, this is both unnecessary and potentially confusing. In future it would be appreciated if all notifications of change only include actual changes.

Late notifications

Please note that Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

Please ensure that future notifications of change are lodged within 35 days of the change occurring.

Mandatory disclosures

Please 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 are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

Mandatory training

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management must undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe.

Thank you for your correspondence.

Yours faithfully,

Christine Hibberd
Registered Organisations Commission

24 November 2017

Registered Organisations Commission
GPO Box 2983
Melbourne VIC 3001

Via Email: regorgs@roc.gov.au

**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, Craig Dunn, being the Authorised Officer of the Victorian Association of Forest Industries [VAFI], 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*.
3. 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.



A handwritten signature in blue ink, appearing to read "Craig Dunn".

Craig Dunn
President

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	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
	17 Nov '17	President	M Taylor	C Dunn	c/- VAFI, PO Box 4320 Melbourne VIC 3001	Paper Processor
	17 Nov '17	Vice President	C Dunn	M Taylor	As above	Wood Processor
	17 Nov '17	Vice President	G McNulty	G McNulty	As above	Sawmiller
	17 Nov '17	Executive Committee Member	S Gatt	S Gatt	As above	Plantation Manager
	17 Nov '17	Executive Committee Member	G Proctor	G Proctor	As above	Sawmiller
	17 Nov '17	Executive Committee Member	M McComb	M McComb	As above	Wood Processor



27 October 2017

Chief Executive Officer
Victorian Association of Forest Industries
info@vafi.org.au

Dear Chief Executive Officer,

Notification of changes made to records [AR2017/8]

I acknowledge receipt of a Notification of Change to the office holders of the Victorian Association of Forest Industries.

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly.

The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Change
19/10/2017	Vice President Vincent Hurley resigned from that office as of 29 April 2017. Office now vacant.

Please note that the RO Act requires that a notification of change must be lodged within 35 days of the change occurring. The notification indicates that the change occurred more than 35 days prior to its lodgement. Please ensure that future notifications of change are lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

Section 293K of the RO Act requires 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 are contained in the RO Act.

Thank you for the notification.

Yours faithfully,

Christine Hibberd
Registered Organisations Commission

13 October 2017

Registered Organisations Commission
GPO Box 2983
Melbourne VIC 3001

Via Email: regorgs@roc.gov.au

**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, Michael Taylor, being the Authorised Officer of the Victorian Association of Forest Industries [VAFI], 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*.
3. 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.



Michael Taylor
President

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	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
	29 April '17	Vice President	Vincent Hurley	vacant	n.a.	n.a



30 March 2017

Mr Tim Johnston
Chief Executive Officer
Victorian Association of Forest Industries
Email: info@vafi.org.au

Dear Mr Johnston,

Annual Return of Information for 2017 [AR2017/8]

I acknowledge receipt on 20 March 2017 of your Declaration providing information in accordance with subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The documents lodged cover the required information for the 2017 Annual Return of Information of Victorian Association of Forest Industries.

The documents have been filed and can be viewed on the Fair Work Commission website through the List of Registered Organisations - <http://www.fwc.gov.au/registered-organisations/find-registered-organisations>.

Notifications of Change

Any changes to these records must be notified to the Commission within 35 days of the change. A template Notification of Change Declaration is available on the [fact-sheets](#) page of our website. Victorian Association of Forest Industries is encouraged to use this template if any changes occur.

Yours sincerely

Margaret Williams
Regulatory Compliance Branch

GPO Box 4320
Melbourne VIC 3001
p 03 9611 9000
e info@vafi.org.au
www.vafi.org.au



17 March 2017

Fair Work Commission
Level 5, 11 Exhibition Street
Melbourne VIC 3000

Via Email: orgs@fwc.gov.au

Victorian Association of Forest Industries [VAFI] - Annual Return of Information for 2017

Please find enclosed the Victorian Association of Forest Industries [VAFI] Annual Return of Information for Year 2017 in accordance with the *Fair Work (Registered Organisations) Act 2009*.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Michael Taylor", is written over a light blue horizontal line.

Michael Taylor
President
Victorian Association of Forest Industries

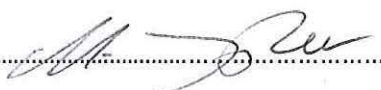
VICTORIAN ASSOCIATION OF FOREST INDUSTRIES

AUTHORISED OFFICER'S DECLARATION

I, Michael Taylor of Level 2, 394 Little Bourke Street Melbourne Victoria 3000 do solemnly and sincerely declare as follows:

1. I am the President of the Victorian Association of Forest Industries [VAFI] and am authorised to make this declaration on its behalf.
2. The said Association is an Organisation of Employers registered as an organisation pursuant to the provisions of the *Fair Work (Registered Organisations) Act 2009*.
3. This Declaration and the information set out herein is a correct statement of 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 Act (Registered Organisations) Act 2009*.
4. The Registered Office of the Association is located at Level 2, 394 Little Bourke Street Melbourne.
5. The Association has no branches.
6. The Association has kept and maintained during the immediately preceding calendar year a Register of Members.
7. All office holders are elected annually. Nominations for the list of office holders are called not later than 30 days prior to the date of the Annual General Meeting and not less than 20 days prior to the AGM which is usually held in November.
7. Set out on Attachment "A" is the list of Office Holders within the organisation along with the names, postal addresses and occupations of the persons holding such offices for the year 2016 - 2017.
8. The number of Full Members on 31 December 2016 was twenty [20].

And I make this declaration conscientiously believing the statements contained in this declaration to be true in every particular.

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Declared at Melbourne the 17th day of March 2017

Attachment A [Amended 22 March 2017]

VICTORIAN ASSOCIATION OF FOREST INDUSTRIES

LIST OF OFFICE BEARERS 2016 - 2017

The Postal Address of all Office Holders is Level 2, 394 Little Bourke Street, Melbourne VIC 3000.

Name	Office Held	Occupation
Mr Michael Taylor	President	Wood Processor
Mr Craig Dunn	Vice President	Paper Processor
Mr Greg McNulty	Vice President	Sawmiller
Mr Vince Hurley	Vice President	Sawmiller
Mr Simon Gatt	Executive Committee Member	Plantation Manager
Mr Geoff Proctor	Executive Committee Member	Sawmiller
Mr Mal McComb	Executive Committee Member	Wood Processor