



9 June 2020

Paul Guerra
Secretary
Victorian Chamber of Commerce and Industry
Sent via email: info@victorianchamber.com.au

Dear Paul Guerra

Notification of changes made to records under s.233(1) RO Act - Annual obligation to lodge information (AR2019/7)

I acknowledge receipt of a Notification of Change to the office holders of the Victorian Chamber of Commerce and Industry.

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
27/03/2020	N/A	Executive Council Member	No - 1 day

Officer Induction Kit

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates and other reporting obligations.

The kit should not be printed as it is updated regularly and some of the documents are interactive. The ROC strongly recommends that all new officers, and officers who are seeking more information on their obligations and duties, are given the link to the officer induction kit. Please direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

Thank you for your correspondence.

Yours sincerely

Registered Organisations Commission

GPO Box 2983, Melbourne VIC 3001
Telephone: 1300 341 665 | Email: regorgs@roc.gov.au
Website: www.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, Paul Guerra, being the Secretary of the Victorian Chamber of Commerce and Industry, 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:
 - 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.

Signed



Paul Guerra

Dated: 25 / 03 / 2020

ANNEXURE A

THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE

- Changes to Offices and Office Holders in the Organisation and its Branches:

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
	20/2/2020	Executive Council Member	Charles Davidson	Matt McDonald	C/O Victorian Chamber of Commerce and Industry, 150 Collins St, Melbourne	Chief Executive



6 March 2020

Paul Guerra
Secretary/Chief Executive
Victorian Chamber of Commerce and Industry
Sent via email: info@victorianchamber.com.au

Dear Paul Guerra

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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
25/02/2020	N/A	Secretary	Yes

Time frames

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.

Officer Induction Kit

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates and other reporting obligations.

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Telephone: 1300 341 665 | Email: regorgs@roc.gov.au
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direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

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. Details 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 to 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. Further information about training is provided in our [officer financial training fact sheet](#).

Thank you for your correspondence.

Yours sincerely

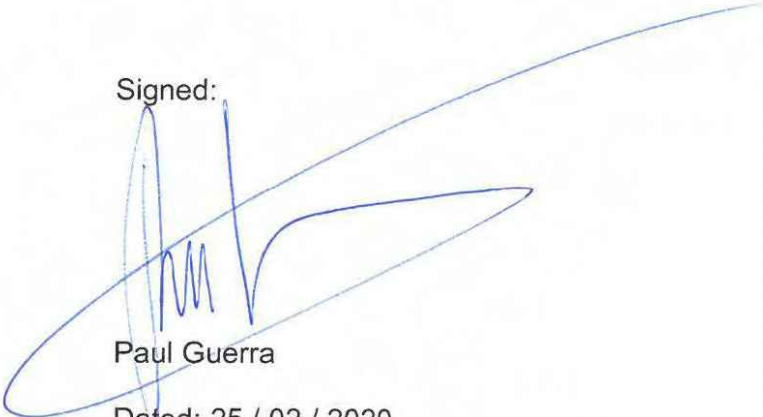
Registered Organisations Commission

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Signed:



Paul Guerra

Dated: 25 / 02 / 2020

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	3/2/2020	Secretary	Mark Stone AM	Paul Guerra	C/O Victorian Chamber of Commerce and Industry, 150 Collins St, Melbourne	Chief Executive



14 January 2020

Mark Stone
Secretary/Chief Executive
Victorian Chamber of Commerce and Industry
Sent via email: info@victorinchamber.com.au

Dear Mark Stone

Notification of changes made to records under s.233(1) RO Act - Annual obligation to lodge information (AR2019/7)

I acknowledge receipt of a Notification of Change to the office holders of the Victorian Chamber of Commerce and Industry.

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
18/12/2019	N/A	President, Deputy President, Immediate Past President, Director (3), Executive Council member	Yes

Time frames

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Mandatory training

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to 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. Further information about training is provided in our [officer financial training fact sheet](#).

Thank you for your correspondence.

Yours sincerely

Registered Organisations Commission

**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, Mark Stone, being the Secretary of the Victorian Chamber of Commerce and Industry, 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*:
 - 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.

Signed:



Mark Stone AM

Dated: 18/12/2019

ANNEXURE A

THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE

- Changes to Offices and Office Holders in the Organisation and its Branches

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
	14/11/2019	President	<i>Don Rankin</i>	<i>Karyn Sobels</i>	<i>C/O Victorian Chamber of Commerce and Industry, Level 3, 150 Collins St, Melbourne</i>	<i>Company Director</i>
	14/11/2019	Deputy President	<i>Karyn Sobels</i>	<i>Adrian Kloeden</i>	<i>C/O Victorian Chamber of Commerce and Industry, Level 3, 150 Collins St, Melbourne</i>	<i>Company Director</i>
	14/11/2019	<i>Immediate Past President</i>	<i>Vacant</i>	<i>Don Rankin</i>	<i>C/O Victorian Chamber of Commerce and Industry, Level 3, 150 Collins St, Melbourne</i>	<i>Company Director</i>
	14/11/2019	<i>Director</i>	<i>Vacant</i>	<i>Kylie Warne</i>	<i>C/O Victorian Chamber of Commerce and Industry, Level 3, 150 Collins St, Melbourne</i>	<i>Managing Director</i>
	14/11/2019	<i>Director</i>	<i>Don Rankin</i>	<i>Michelle Winzer</i>	<i>C/O Victorian Chamber of Commerce and Industry, Level 3, 150 Collins St, Melbourne</i>	<i>Chief Executive</i>
	14/11/2019	<i>Director</i>	<i>Kevin Brown</i>	<i>Jeremy Blackshaw</i>	<i>C/O Victorian Chamber of Commerce and Industry, Level 3, 150 Collins St, Melbourne</i>	<i>Managing Partner</i>
	14/11/2019	<i>Executive Council member</i>	<i>David Richardson</i>	<i>Bryce Prosser</i>	<i>C/O Victorian Chamber of Commerce and Industry, Level 3, 150 Collins St, Melbourne</i>	<i>General Manager – Corporate Affairs</i>



21 November 2019

Mark Stone
Secretary/Chief Executive
Victorian Chamber of Commerce and Industry
Sent via email: info@victorianschamber.com.au

Dear Mark Stone,

Declaration and information lodged under subsection 233(1) for 2019 (AR2019/7)

I acknowledge receipt by the Registered Organisations Commission (the ROC) on 25 March 2019 of your organisation's Annual Return which provides information under subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

Thank you for providing the Annual Return.

The documents lodged provide the required information for the 2019 Annual Return of the Victorian Chamber of Commerce and Industry.

The Annual Return has been filed. Annual returns are publicly available on the website through the [List of Registered Organisations](#).

Notifications of Change

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

If you have any queries regarding this correspondence I can be contacted on 1300 341 665 or by email at regorgs@roc.gov.au.

Yours faithfully,

Cynthia Lo-Booth
Registered Organisations Commission

22nd March 2019

ANNUAL RETURN OF INFORMATION (organisation with no branches) in accordance with Regulation 147 *Fair Work (Registered Organisations) Regulations 2009* and Sections 230 and 233 *Fair Work (Registered Organisations) Act 2009*

I, Mark Stone, being the Secretary of the Victorian Chamber of Commerce and Industry, declare the following:

1. I am authorised to make this declaration.
2. The register of members has, during the immediately preceding calendar year, been kept and maintained as required by s.230(1)(a) and s.230(2) of the *Fair Work (Registered Organisations) Act 2009 (the Act)*.
3. The following 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 *Act*:
 - The address of the organisation is Level 3, 150 Collins Street, Melbourne, Victoria 3000.¹
 - The organisation has no branches and no branches have ceased or commenced in the previous 12 months.²
 - On 31 December in the previous year the number of members was 6,947.³
 - **A list of 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.**

¹ s.230(1)(d); reg.147(d)

² s.230(1)(d); reg.147(a), (b), (c) & (d)

³ s.230(1)(d); reg.147(f)

- Under the rules of the organisation, the following elections must be held between 1 January and 31 December of 2019:⁴

Executive Council (10)

Board – Directors (7) including Past President and Secretary (1)

Regional Chairs (5)

Signed:



Mark Stone AM
Secretary and Chief Executive

Dated: 22nd March, 2019

⁴ s.230(1)(d); reg.147(e)

Annexure A
List of Offices and Office Holders

	Office	Office Holder
1	President	Don Rankin Occupation - Company Director Level 3, 150 Collins Street, Melbourne Vic 3000
2	Deputy President	Karyn Sobels Occupation – Company Director Level 3, 150 Collins Street, Melbourne Vic 3000
3	Secretary	Mark Stone Occupation – Chief Executive Level 3, 150 Collins Street, Melbourne Vic 3000
4	Director	Kevin Brown Occupation - Company Director Level 3, 150 Collins Street, Melbourne Vic 3000
5	Director	Helen Fairclough Occupation – Director of People & Culture Level 3, 150 Collins Street, Melbourne Vic 3000
6	Director	Adrian Kloeden Occupation -- Company Director Level 3, 150 Collins Street, Melbourne Vic 3000
7	Director	Brian Negus Occupation – Company Director Level 3, 150 Collins Street, Melbourne Vic 3000
8	Director	David Richardson Occupation – Company Director Level 3, 150 Collins Street, Melbourne Vic 3000
9	Director	Robert van Stokrom Occupation -- Company Director Level 3, 150 Collins Street, Melbourne Vic 3000
10	Immediate Past President	Vacant

	Office	Office Holder
11	Executive Council Member	David Abela Occupation – Managing Director Level 3, 150 Collins Street, Melbourne Vic 3000
12	Executive Council Member	Jeremy Blackshaw Occupation – Managing Partner Level 3, 150 Collins Street, Melbourne Vic 3000
13	Executive Council Member	Mark Birrell Occupation – Company Director Level 3, 150 Collins Street, Melbourne Vic 3000
14	Executive Council Member	Charles Davidson Occupation – CEO Level 3, 150 Collins Street, Melbourne Vic 3000
15	Executive Council Member	Dan Feldman Occupation – Managing Partner Level 3, 150 Collins Street, Melbourne Vic 3000
16	Executive Council Member	Richard Holyman Occupation – Managing Director Level 3, 150 Collins Street, Melbourne Vic 3000
17	Executive Council Member	Jeremy Johnson Occupation – President Level 3, 150 Collins Street, Melbourne Vic 3000
18	Executive Council Member	Wendy Killeen Occupation – CEO Level 3, 150 Collins Street, Melbourne Vic 3000
19	Executive Council Member	Graham Margetts Occupation – Managing Director Level 3, 150 Collins Street, Melbourne Vic 3000
20	Executive Council Member	Amanda Purdie Occupation – Corporate Communications Manager Level 3, 150 Collins Street, Melbourne Vic 3000
21	Executive Council Member	Carlene Wilson Occupation – Director of Policy & Government Relations Level 3, 150 Collins Street, Melbourne Vic 3000

22	Executive Council Member	Kylie Warne Occupation – Managing Director Level 3, 150 Collins Street, Melbourne Vic 3000
23	Executive Council Member	Michelle Winzer Occupation – Chief Executive Level 3, 150 Collins Street, Melbourne Vic 3000
24	Regional Chairperson	Thomas Berryman Occupation – Group Executive Chairman Level 3, 150 Collins Street, Melbourne Vic 3000
25	Regional Chairperson	Nerida Kerr Occupation- Executive Officer Level 3, 150 Collins Street, Melbourne Vic 3000
26	Regional Chairperson	Paul Macartney Occupation – Co-Founder Level 3, 150 Collins Street, Melbourne Vic 3000
27	Regional Chairperson	Peter Valentine Occupation – CEO Level 3, 150 Collins Street, Melbourne Vic 3000
28	Regional Chairperson	Vacant

This is the annexure marked "A" referred to in the Declaration of the Victorian Chamber of Commerce and Industry made on the twenty second day of March in the year two thousand and nineteen.

