



Australian Government
Australian Industrial Registry

Level 35, Nauru House
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994S, Melbourne, VIC 3001
Telephone: (03) 8661 7777
Fax: (03) 9654 6672

Mr Gordon Thompson
General Secretary
Union of Christmas Island Workers
PO Box 84
CHRISTMAS ISLAND, INDIAN OCEAN WA 6798

Dear Mr Thompson,

**RE: Schedule 1B of the Workplace Relations Act 1996 (the RAO Schedule)
Financial reports for year ended 31 December 2004 - FR2004/768**

I acknowledge receipt of the financial reports of the Union of Christmas Island Workers. The documents were lodged in the Industrial Registry on 31 October 2005.

The documents have been filed.

I direct your attention though, to the following comments concerning the above reports and the financial reporting obligation under RAO Schedule. Please note that these matters are generally advised for existence in the future preparation of financial reports.

1. Auditor's Report

The opinion expressed by the auditor in their report has been drafted in terms of the previous requirements of the Act. Section 257(5) of the RAO Schedule now sets out the matters on which an auditor is required to state an opinion. An acceptable wording would be as follows:

"In our opinion the general purpose financial report presents fairly in accordance with applicable Australian Accounting Standards and other mandatory professional reporting requirements in Australia and the requirements of the RAO Schedule."

2. Operating Report

(a) Significant changes in financial affairs

The report must give details of any significant changes in the reporting unit's financial affairs during the year.

3. General Purpose Financial Report

(a) Notes to accounts

The accounts must contain a notice drawing the attention of the members to provisions of the RAO Schedule that prescribed information is available to them on request. Subsection 272(5) of the RAO Schedule requires the GPFR to set out subsections 272(1), (2) and (3). Would you please ensure those subsections are copied into the GPFR in the next financial report of the Branch.

4. Committee of Management Statement

(a) Designated Officer

I note that the Committee of Management Statement has been signed by two officers. This procedure was required under the previous legislation. In future be advised that only one signatory is required by a designated officer.

(b) Date of resolution

Item 18 of the Registrar's Reporting Guidelines requires the Committee of Management's statement to specify the date of passage of the resolution made by the Committee. The statement does not provide that the appropriate resolution was passed and therefore no date is evident either.

I have forwarded a copy of this letter to the auditor for their views about these matters.

Should you wish to discuss any of the matters raised in this letter, I may be contacted on (03) 8661 7764 or by email : dimitra.doukas@air.gov.au.

Yours sincerely,



Dimitra Doukas
Statutory Services Branch

22 November 2005

u.c.i.w.

Union Of Christmas Island Workers

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President..... Foo Kee Heng

General Secretary..... Gordon Thomson

Friday 21 October 2005

The Registrar
Australian Industrial Registry
GPO Box 1994S
Melbourne VIC. 3001

Dear Registrar

UNION OF CHRISTMAS ISLAND WORKERS FINANCIAL ACCOUNTS 2003 and 2004

I express my profound apology for not having made the required lodgements of the Union's financial accounts within the required time frame. It is the case that our auditor, though diligent, is not located on Christmas Island. He visits three or four times a year. It is therefore not always possible to coordinate activities directed at reporting to the Registry on time. We will attempt to do better next year. I trust the documents and accompanying statements meet the requirements of the Act.

I advise that in accordance with the requirements of the Act and the RAO Schedule and RAO Regulations, the committee of management of the Union has resolved to supply members with copies of the financial accounts of the Union for the year ended 31 December 2003 and the year ended 31 December 2004.

I advise that the accounts as contained in the Auditor's Report for 2003 and the Auditor's Report for 2004 were made available to members and distributed with the Auditor's Report on 7 July 2005. The Auditor's Reports for the year ended 31 December 2003 and the year ended 31 December 2004 were received by the committee of management meeting on 7 July 2005 and adopted by the annual general meeting of members which was held on 14 September 2005.

Enclosed are copies of the financial statements 2003 and 2004, the Auditor's Report and accompanying statements as they were distributed to members and adopted by the annual general meeting held on 14 September 2005.

Attached to the above as part of the reports are the accounting officer's and committee of management certificates for the accounting periods 1 January to 31 December 2003 and 1 January to 31 December 2004.

Also included in the above reports are the General Secretary's Statements signed by me stating that the accounts have been made out in accordance with Statement of Accounting Concepts and all Applicable Accounting Standards. The financial statements to which the General Secretary's Statements refer are for the year ended 31 December 2003 and the year ended 31 December 2004 as they were presented to the committee of management meeting on 7 July 2005.


All of the above documentation for the year ended 31 December 2003 was presented to members in one separate stapled report titled UNION OF CHRISTMAS ISLAND WORKERS FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2003. [Enclosed]

All of the above documentation for the year ended 31 December 2004 was presented to members in a second stapled report titled UNION OF CHRISTMAS ISLAND WORKERS FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2004. [Enclosed]

Enclosed separately is the Certificate of the General Secretary. [Enclosed]

On the basis of this documentation I submit that the Union has complied with the audit requirements of the Act.

Yours faithfully



Gordon Thomson
General Secretary

u.c.i.w.

Union Of Christmas Island Workers

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President..... Foo Kee Heng.....

General Secretary..... Gordon Thomson.....

CERTIFICATE OF GENERAL SECRETARY

FOR THE YEAR ENDED 31 DECEMBER 2004

I Gordon Sinclair Thomson being the General Secretary of the Union of Christmas Island certify:

- that the documents lodged herewith are copies of the full report, referred to in S268 of the RAO Schedule; and
- that the full report, was provided to members on *7/7/05*; and
- that the report was presented to a general meeting of members of the Union on *14/9/05*; in accordance with section 266 of the RAO Schedule.


GORDON SINCLAIR THOMSON

Dated: *14 September 2005*

UNION OF CHRISTMAS ISLAND WORKERS

FINANCIAL STATEMENTS

FOR THE YEAR ENDED
31 DECEMBER 2004

UNION OF CHRISTMAS ISLAND WORKERS

FOR THE YEAR ENDED 31 DECEMBER 2004

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Abbott

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INDEPENDENT AUDITOR'S REPORT

To the Members of the Union of Christmas Island Workers

Scope

We have audited the financial report set out on pages *13* to *20* for the year ended 31 December 2004. The Executive Committee is responsible for the preparation and presentation of the financial report. We have conducted an independent audit of the financial report in order to express an opinion on it to the members.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial report is free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts of and other disclosures in the financial statements, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial report is presented fairly in accordance with Australian Accounting Standards and other mandatory professional reporting requirements (Urgent Issues Group Consensus Views) and statutory requirements so as to represent a view of the Union which is consistent with our understanding of its financial position and the results of its operations.

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

Audit Opinion

In our opinion

- (i) There were kept by the Union in relation to the year satisfactory account records, including:
 - (a) records of the sources and nature of the income of the Union (including income from members); and

...*12*

- (b) records of the nature and purposes of the expenditure of the Union; and
- (ii) the financial report presents fairly in accordance with applicable Accounting Standards and other mandatory professional reporting requirements, the financial position of the Union of Christmas Island Workers as at 31 December 2004 and the results of its operations for the year ended; and

all the information and explanations that officers of employees of the Union were required to provide were provided.

ABBOTT BUSINESS CONSULTANTS



A L MCDOWELL
AUDITOR

DATE: 7 July 2005



Union Of Christmas Island Workers

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President..... Foo Kee Heng.....

General Secretary..... Gordon Thomson.....

OPERATING REPORT FOR YEAR ENDED 31 DECEMBER 2004

Principal Activities

The principal activities of the Association during the reporting period were to provide Industrial and organising services to the members consistent with the objects of the Association and particularly the object of protecting and improving the interests of the members.

The Association's principal activities resulted in maintaining and improving the wages and conditions of employment of the membership, particularly for those members in collective enterprise agreements negotiated by the Association.

There were no significant changes in the nature of the Association's principal activities during the reporting period.

Manner of Resignation

Members may resign from the Association in accordance with rule 13, which reads as follows:

A member may resign their membership by notifying the Secretary in writing, addressed and delivered to that officer.

A notice of resignation from membership takes effect:

- (a) where the member ceases to be eligible to become a member of the organisation:
 - (i) on the day on which the notice is received by the organisation;
or
 - (ii) on the day specified in the notice, which is a day not earlier than the day when the member ceases to be eligible to become a members;

Whichever is later; or

- (b) in any other case:

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- (i) at the end of two weeks, after notice is received by the organisation; or
 - (ii) on the day specified in the notice;
- whichever is later.

Any dues payable but not paid by a former member of the organisation, in relation to a period before the member's resignation from the organisation took effect, may be sued for and recovered in the name of the organisation, in a court of competent jurisdiction, as a debt due to the organisation.

A notice delivered to the Secretary shall be taken to have been received by the organisation when it is delivered.

A notice of resignation that has been received by the organisation is not valid because it was not addressed and delivered to the Secretary.

A resignation from membership is valid even if it is not affected in accordance with this Rule if the member is informed in writing by or on behalf of the organisation that the resignation has been accepted.

Trustee of Director of Trustee Company of Superannuation Entity or Exempt Public Sector Superannuation Scheme

No members from Committee of Management held any such position.

Number of Members

The number of persons who, at the end of the reporting period, were recorded on the Register of Members of the Association was 310.

Number of Employees

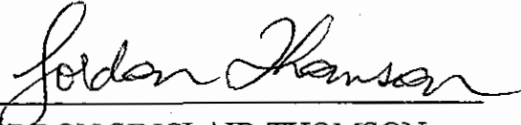
The number of persons who were, at the end of the reporting period, employees of the Association was 3.

Members of Committee of Management

The persons who held office as members of the Committee of Management of the Association during the reporting period are:

FOO, Kee Heng (President)
NG, Albert Siew Chew (Vice President)
PEREIRA, Lucy Goh Stella (Vice President)
THOMSON, Gordon (Secretary)
CHAN, Khye Meng (Trustee)
DE CRUZ, Ronald Edward (Trustee)
KOH, Nora (Committee Member)
LAWRY, Sally (Committee Member)
LEE, James Hua Fun (Committee Member)

LEE, Kelvin Kok Bin (Committee Member)
LOW, Jeffrey (Committee Member)
NG, Hooi Hee (Committee Member)
NG, Hooi Hock (Committee Member)
SAPTU, Isnin (Committee Member)
TEO, Philip (Committee Member)



GORDON SINCLAIR THOMSON

6 April 2005

u.c.i.w.

Union Of Christmas Island Workers

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President.....Foo.Kee.Heng....

General Secretary.....Gordon Thomson

GENERAL SECRETARY'S STATEMENT

FOR THE YEAR ENDED 31 DECEMBER 2004

In my opinion the accompanying accounts as set out on pages *13 to 20*:-

- (a) Are drawn up so as to give a true and fair view of the state of the Union's affairs as at 31 December 2004 and of its Net Profit for the year ended on that date; and
- (b) At the date of this statement there are reasonable grounds to believe that the Union will be able to pay its debts as and when they fall due.

The accounts have been made out in accordance with Statement of Accounting Concepts and all Applicable Accounting Standards.


GENERAL SECRETARY

Dated: *6 April 2005*

u.c.i.w.

Union Of Christmas Island Workers

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President..... Foo Kee Heng

General Secretary..... Gordon Thomson

Accounting Officer's Certificate

I, GORDON SINCLAIR THOMSON, being the officer responsible for keeping the accounting records of the Union of Christmas Island Workers, certify that as at 31 December 2004 the number of members of the Union was 310.

In my opinion:

- (i) The attached accounts show a true and fair view of the financial affairs of the organisation as at 31 December 2004 and the result of operations for the period then ended;
- (ii) A record has been kept of all monies paid by, or collected from members and all monies so paid or collected have been credited to the bank account to which those monies are to be credited in accordance with the rules of the Union;
- (iii) All expenditure incurred by the Union, was authorised in accordance with the rules of the Union;
- (iv) With regard to funds of the Union raised by compulsory levies or voluntary contributions from members, or funds other than the General Fund operated in accordance with the rules, no payments were made to any such fund for purposes other than those for which the fund was operated.
- (v) All loans or financial benefits granted to persons holding office in the organisation were Authorised in accordance with the rules;
- (vi) The register of members of the organisation was maintained in accordance with the Workplace Relation Act 1996.

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GORDON SINCLAIR THOMSON

Date: 6 April 2005

This Accounting Officer's Certificate forms part of the Accounts and Statements referred to in the Auditors Report.

u.c.i.w.

Union Of Christmas Island Workers

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President..... Foo Kee Heng

General Secretary..... Gordon Thomson

COMMITTEE OF MANAGEMENT STATEMENT

We, FOO, KEE HENG and LOW, BOON HONG, being two members of the Committee of Management of the Union of Christmas Island Workers, do state that the Committee of Management of the Union of Christmas Island Workers passed the following resolution in relation to the general purpose financial report (GPFR) for the financial year ended 31 December 2004:

The Committee of Management declares in relation to the GPFR that in its opinion:

- a) the financial statements and notes comply with the Australian Accounting Standards;
- b) the financial statements and notes comply with reporting guidelines of the Industrial Register;
- c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the Union for the financial year to which they relate;
- d) there are reasonable grounds to believe that the Union will be able to pay its debts as and when they become due and payable;
- e) during the financial year to which the GPFR related and since the end of that year:
 - i) meetings of the committee of management were held in accordance with the rules of the Union including the rules of a branch concerned; and
 - ii) the financial affairs of the Union have been managed in accordance with the rules of the organization including the rules of a branch concerned; and
 - iii) the financial records of the Union have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
 - iv) the information sought in any request of a member of the reporting entity or a Registrar duly made under section 272 of

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- the RAO Schedule has been furnished to the member of Registrar; and
- v) there has been no orders made by the Commission under section 273 of the RAO Schedule during the period.

For Committee of Management:



FOO KEE HENG



LOW BOON HONG

Dated: 7 July 2005

This Committee of Management Certificate forms part of the Accounts and Statements referred to in the Auditors Report.

UNION OF CHRISTMAS ISLAND WORKERS

BALANCE SHEET AS AT 31 DECEMBER 2004

	CURRENT \$	PRIOR \$
MEMBERS FUNDS	<u>33,515</u>	<u>35,993</u>
Represented by -		
CURRENT ASSETS		
Cash at Bank		
Westpac Bank	22,428	9,831
Loans at Call (Unsecured)		
UCIW Services Pty Ltd	<u>5,873</u>	<u>5,609</u>
	28,301	15,440
CURRENT LIABILITIES		
Trade Creditors	500	-
Provision for PAYG Withholding	9,578	-
Provision for		
Fringe Benefits Tax	2,186	-
Provision for Annual Leave	<u>20,606</u>	<u>19,631</u>
	32,870	19,631
	4,569	4,191
NON-CURRENT ASSETS		
Land & Buildings - at Cost	50,444	50,444
Plant & Equipment - at Cost	30,060	28,578
Accumulated Depreciation	<u>24,440</u>	<u>23,385</u>
	5,620	5,193
Motor Vehicles - at Cost	26,088	26,088
Accumulated Depreciation	<u>16,949</u>	<u>14,296</u>
	9,139	11,792
	14,759	16,985
	<u>65,203</u>	<u>67,429</u>
	60,634	63,238

UNION OF CHRISTMAS ISLAND WORKERS

BALANCE SHEET AS AT 31 DECEMBER 2004

	CURRENT \$	PRIOR \$
NON-CURRENT LIABILITIES		
Secured Loan - TLC Building Society	<u>27,119</u>	<u>27,245</u>
EXCESS OF ASSETS OVER LIABILITIES	<u>33,515</u>	<u>35,993</u>

UNION OF CHRISTMAS ISLAND WORKERS

MEMBERS FUND ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2004

	CURRENT \$	PRIOR \$
Opening Balance	35,993	34,982
Net Loss/(Profit)	2,478	(1,011)
	<u>33,515</u>	<u>35,993</u>

UNION OF CHRISTMAS ISLAND WORKERS

PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2004

	CURRENT \$	PRIOR \$
INCOME		
Donations Received	95,444	85,394
Interest Received	152	51
Rent Income	13,956	4,000
Legal Levy	-	4,200
Membership Fees Received	97,268	93,846
Miscellaneous Income	253	4,611
	207,073	192,102
EXPENDITURE		
Accounting & Audit Fees	5,400	2,965
Advertising & Promotion	-	81
Annual Leave Expense	976	2,862
Affiliation Fees	2,375	1,933
Bank Charges	283	378
Cleaning	734	703
Computer Requisites	-	411
Depreciation	3,708	4,519
Donations	368	450
Electricity	2,037	2,880
Entertainment	615	2,573
Fees & Licences	265	200
Freight & Cartage	2,330	-
Fringe Benefits Tax	2,186	2,005
Internet & Service Fees	396	396
Interest - TLC Building Society	1,704	1,645
Legal Fees	-	2,806
Motor Vehicle Fuel & Oil	1,468	2,529
Repairs & Maintenance	1,619	357
Registration	463	463
	3,550	3,349
Printing, Stationery & Stamps	959	1,841
Rates & Taxes	1,857	1,407
Repairs & Maintenance	456	748
Staff Amenities	2,112	1,147
Staff Accommodation	8,928	10,322
Staff Airfares	4,638	2,654
Subscriptions	450	-
Superannuation	12,579	13,342
Sundry Expenses	862	759

UNION OF CHRISTMAS ISLAND WORKERS

PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2004

	CURRENT \$	PRIOR \$
Telephone	4,850	5,593
Union Day Expenses	15,181	10,057
Wages		
Employees	71,627	63,065
Elected Officials	58,125	50,000
	<hr/>	<hr/>
	129,752	113,065
	<hr/>	<hr/>
	209,551	191,091
	<hr/>	<hr/>
NET PROFIT/(LOSS)	(2,478)	1,011
	<hr/>	<hr/>

UNION OF CHRISTMAS ISLAND WORKERS

STATEMENT OF CASH FLOWS FOR YEAR ENDED 31 DECEMBER 2004

	2004	2003
	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts from Customers	192,965	188,157
Payments to suppliers and employees	(190,900)	(191,117)
Interest Received	152	51
Rental Income Received	13,955	4,000
	<hr/>	<hr/>
Net cash provided by (used in) Operating Activities	16,172	1,091
	<hr/>	<hr/>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of Plant & Equipment	(1,482)	(205)
Loans to Related Parties – UCIW Services		
- payments made	(264)	
- proceeds from repayments		14,200
	<hr/>	<hr/>
Net cash provided by (used in) Investing Activities	(1,746)	13,995
	<hr/>	<hr/>
CASH FLOWS FROM FINANCING ACTIVITIES		
Repayment of Borrowings – TLC Building	(1,830)	(3,000)
	<hr/>	<hr/>
Net cash provided by (used in) Financing Activities	(1,830)	(3,000)
	<hr/>	<hr/>
Net increase/(decrease) in cash held	12,596	12,086
Cash at 31 December 2003	9,832	(2,254)
	<hr/>	<hr/>
Cash at 31 December 2004	22,428	9,832
	<hr/>	<hr/>

UNION OF CHRISTMAS ISLAND WORKERS

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2004

NOTE 1 - STATEMENT OF ACCOUNTING POLICIES

These financial statements are a special purpose financial report prepared in order to satisfy the requirements of the Proprietor to prepare financial accounts. The Proprietor has determined that the business is not a reporting entity and therefore there is no requirement to apply Accounting Standards and other mandatory professional reporting requirements (Urgent Issues Group Consensus Views) in the preparation and presentation of these statements.

The statements have been prepared in accordance with the requirements of the following Accounting Standards and other mandatory professional reporting requirements:

AAS 1 Profit and Loss or other Operating Statements

AAS 4 Depreciation of Non-Current Assets

The statements are also prepared on an accruals basis. They are based on historic costs and do not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

UNION OF CHRISTMAS ISLAND WORKERS

Accounting Depreciation Schedule - Detailed

Period 1/01/2004 to 31/12/2004

Asset Code	Description	Private Use %	Acq. (Disp)	Original Cost	Opening W.D.V.	Additions (Disposals)	Profit (Loss) On Sale	Depn Method	YTD Depreciation	Closing W.D.V.
670	Plant & Equipment - at Cost									
01	Industrial Library			9,850	2,480	-	-	15.00 D	372	2,108
05	Desks (5)			500	75	-	-	20.00 D	15	60
06	Tables (3)			400	60	-	-	20.00 D	12	48
07	Front Counter			300	45	-	-	20.00 D	9	36
08	Carpet			100	15	-	-	20.00 D	3	12
09	Coffee Table			50	7	-	-	20.00 D	1	6
10	Chairs			300	45	-	-	20.00 D	9	36
11	Filing Cabinets			300	45	-	-	20.00 D	9	36
12	Lounge Suite Set			100	15	-	-	20.00 D	3	12
13	Paintings			500	323	-	-	5.00 D	16	307
16	Refrigerator			100	15	-	-	20.00 D	3	12
17	Public Address System			300	25	-	-	25.00 D	6	19
19	UCIW - Plaque & Flag			1,000	409	-	-	10.00 D	41	368
21	Photocopier			3,523	604	-	-	25.00 D	151	453
23	Fax Machine - Donated by CIP			1,000	-	-	-	20.00 P	-	-
24	3 Air Conditioners			2,520	846	-	-	25.00 D	212	634
25	2 Computers			5,012	-	-	-	40.00 P	-	-
26	1 Laptop Computer			2,518	-	-	-	40.00 P	-	-
28	Vacuum Cleaner			205	184	-	-	20.00 D	37	147
29	Mobile Phone - Nokia		20/09/2004	1,482	-	1,482	-	37.50 D	156	1,326
				<u>30,060</u>	<u>5,193</u>	<u>1,482</u>	<u>0</u>		<u>1,055</u>	<u>5,620</u>
676	Motor Vehicles - at Cost									
27	Toyota Rav4 car			26,088	11,792	-	-	22.50 D	2,653	9,139
				<u>26,088</u>	<u>11,792</u>	<u>0</u>	<u>0</u>		<u>2,653</u>	<u>9,139</u>
TOTAL				<u>56,148</u>	<u>16,985</u>	<u>1,482</u>	<u>0</u>		<u>3,708</u>	<u>14,759</u>