



12 October 2017

Ms Emma Alliss
Secretary
Breweries and Bottleyards Employees' Industrial Union of Workers of Western Australia
emma@beu.org.au

Dear Ms Alliss,

Reminder of actions required when persons elected to office

The Australian Electoral Commission has provided the Registered Organisations Commission (the ROC) a declaration of results for the election of uncontested offices for Western Australia Branch [E2017/173]. This letter is a reminder of certain obligations imposed on organisations and on persons elected to office.

A notice must be published on the organisation's website

The organisation or branch must publish on its website a notice that a copy of the report is available from the organisation, branch or the AEC on request. The notice must be kept on the website for a period of at least 3 months (see regulation 141 of the Fair Work (Registered Organisations) Regulations 2009).

Holders of office required to undertake approved training

Section 293K of the *Fair Work (Registered Organisations) Act 2009* (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 provided for in the RO Act.

Organisation must notify the Commission of changes

Also, section 233(2) of the RO Act requires that an organisation must notify the Commission **within 35 days of any changes** to the holders of office in the organisation. **If there are no changes a notification is not required.** If the election has resulted in **any changes** to the holders of office, the Breweries and Bottleyards Employees' Industrial Union of Workers of Western Australia, The 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. A template notification of changes, which may assist you, is attached. If any change does not apply until a date in the future, you do not 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

Christine Hibberd
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, [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 operation:
 1. [include name of each new branch]
 2. ...
 - CEASED operation:
 1. [include name of each closed branch]

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)

2. ...

Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

Dated: [DATE]

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to regorgs@roc.gov.au.]*

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
<i>National</i>	<i>1.1.2014</i>	<i>Secretary</i>	<i>Full Name</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>Full Name</i>	<i>As above</i>	<i>mechanic</i>
<i>...</i>						
<i>NSW</i>	<i>1.1.2014 (resigned) 7.1.2014 (appointed)</i>	<i>President</i>	<i>Full Name</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>Full Name</i>	<i>As above</i>	<i>mechanic</i>
		<i>Treasurer</i>	<i>Full Name</i>	<i>vacant</i>	<i>vacant</i>	<i>vacant</i>
<i>...</i>						

11 October 2017

Post-election Report

The Breweries & Bottleyards Employees'
Industrial Union of Workers of Western Australia
Scheduled Election E2017/173

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Election(s) Covered in this Report

Election Decision No/s: E2017/173

Rules

Rules used for the election: 005W: Incorporates alterations of 28 July 2014 [R2014/55]
(replaces 6 January 2014 [R2013/80] version)

Rules difficult to apply/interpret: None
Module Rule reference (if any) N/A

Roll of Voters

The roll of voters was provided by the Organisation and used to obtain the name and addresses of members for posting out the election notice and nomination form. As the election was uncontested no further use of the roll was required.

Irregularities

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

Other irregularities identified, and action taken: Nil

Other Matters

Nil

Attachments

Declaration of results for Uncontested Offices



Simon Bulloch
Returning Officer

11 October 2017

The Breweries & Bottleyards Employees' Industrial Union of Workers of Western Australia Scheduled Election

Declaration of Results for Uncontested Offices

E2017/173

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.

Western Australia

Vice-President

Candidates

DOOLEY, Charles Edward

Trustee (2)

Candidates

LLOYD, Rhonda

No further nomination was accepted

Committee of Management Member

Candidates

BAUGHEN, Tracy

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



Simon Bulloch
Returning Officer

11 October 2017



DECISION

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

**Breweries and Bottleyards Employees' Industrial Union of Workers of
Western Australia**
(E2017/173)

MR ENRIGHT

MELBOURNE, 7 AUGUST 2017

Arrangement for conduct of election.

[1] On 26 July, 1 August and 2 August 2017 the Breweries and Bottleyards Employees' Industrial Union of Workers of Western Australia lodged with the Registered Organisations Commission prescribed information for an election to fill the following offices:

Vice President
Trustee (2)
Committee of Management Member

[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 COMMISSIONER

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BREWERIES EMPLOYEES UNION

The Breweries & Bottleyards Employees
Industrial Union of Workers of Western Australia
(registered under the Fair Work (Registered Organisations) Act 2009
and the Industrial Relations Act 1979). ABN 73 507 364 966

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2 August 2017

Mr Sam Gallichio
Registered Organisations Commission

By Email: regorgs@roc.gov.au

Dear Mr Gallichio

Election for offices [E2017/173]

Further to your phone call to our office on this morning, please find attached updated Prescribed Information for Elections for the Breweries & Bottleyards Employees' Industrial Union of Workers of Western Australia. As discussed, the information only relates to the scheduled election.

Yours faithfully



Emma Alliss
Secretary

PRESCRIBED INFORMATION FOR ELECTIONS in accordance with Section 189 *Fair Work (Registered Organisations) Act 2009* and Regulation 138 *Fair Work (Registered Organisations) Regulations 2009*

I, Emma Louise Alliss, being the Secretary of The Breweries and Bottleyards Employees' Industrial Union of Workers of Western Australia, make the following statement:

1. I am authorised to sign this statement containing prescribed information for The Breweries and Bottleyards Employees' Industrial Union of Workers of Western Australia.
2. The following information is lodged under subsection 189(1) of the Fair Work (Registered Organisations) Act 2009 (the RO Act).
3. The elections that are required are set out in the table in Annexure A.
4. This statement **IS** lodged at least 2 months before nominations open for the election below.

Signed:



Dated:

2/8/17

ANNEXURE A

- Elections that are required [insert as many pages as required]:

Branch	Name of Office	Number required	Voting System	Reason for Election	Electorate
			<i>Direct voting system; Collegiate electoral system</i>	<i>Scheduled; Casual vacancy; New office created; Insufficient nominations</i>	
<i>National</i>	<i>Vice President</i>	<i>1</i>	<i>DVS</i>	<i>Scheduled</i>	<i>All of the Unions Financial Members in accordance with Rule 8</i>
<i>National</i>	<i>Trustee</i>	<i>2</i>	<i>DVS</i>	<i>Scheduled</i>	<i>All of the Unions Financial Members in accordance with Rule 8</i>
<i>National</i>	<i>Committee of Management Members</i>	<i>1</i>	<i>DVS</i>	<i>Scheduled</i>	<i>All of the Unions Financial Members in accordance with Rule 8</i>

- Important dates:

	Direct Voting System
Nominations OPEN for scheduled election	<i>Nominations shall be called at least one month before the commencement of any ballot and nominations shall remain open for not less than 14 days (Rule 23 (B) (1)). The period of time between the commencement and close of the ballot shall be not less than 14 days and shall close by 5pm on the third Wednesday in November (Rule 23 (A) (1))</i>
Nominations CLOSE for scheduled election	<i>Not less than 14 days after nomination is open (Rule 23 (B) (1))</i>
Roll of Voters cut off date	<i>The last day of the calendar quarter immediately preceding the calendar quarter in which nominations open (rule 8.1)</i>
Nominations OPEN for insufficient nominations vacancy	<i>To be determined by returning officer</i>
Nominations CLOSE for insufficient nominations vacancy	<i>To be determined by returning officer</i>
Roll of Voters cut off date	<i>The last day of the calendar quarter immediately preceding the calendar quarter in which nominations open (rule 8.1)</i>