

I, Gillian Robertson, Branch Secretary of the Australian Education Union Victorian Branch, am authorised to lodge the following prescribed information in relation to rule changes in the Australian Education Union Victorian Branch. The information is being lodged under subsection 159(1) of the Fair Work (Registered Organisations) Act 2009.

- a) Consistent with Rule 38 (3)(b)(4) of the Federal Branch Rules for the AEU Victorian Branch, the postal vote of members of Branch Conference passed the following Rule addition by the required three fifths majority
- b) Consistent with rules 5(6)(a) and 38(1) at the August 3 2013 AEU Victorian Branch Conference delegates passed the necessary amendment to Rule 64(4) by the required three fifths majority.

That a new rule 64- REQUIREMENTS OF FAIR WORK (REGISTERED ORGANISATIONS) AMENDMENT ACT 2012 AND FAIRWORK AMENDMENT BILL 2013 be added as follows:

**64- REQUIREMENTS OF FAIR WORK (REGISTERED ORGANISATIONS)
AMENDMENT ACT 2012 and FAIRWORK AMENDMENT BILL 2013**

64(1)- BRANCH POLICIES AND PROCEDURES

The Branch shall develop and implement policies and procedures relating to the expenditure of the Branch.

64(2)- DISCLOSURE OF OFFICER'S RELEVANT REMUNERATION AND NON-CASH BENEFITS

- A. Each officer of the branch shall disclose to the branch any remuneration paid to the officer:
 - a) because the officer is a member of a board, if:
 - i. the officer is a member of the board only because the officer is an officer of the branch or
 - ii. the officer was nominated for the position as a member of the board by the organisation, branch or a peak council; or
 - b) by any related party of the branch in connection with the performance of the officer's duties as an officer.
- B. The disclosure required by sub-rule (A) shall be made to the branch:
 - a) as soon as practicable after the remuneration is paid to the officer and
 - b) in writing.
- C. A branch shall disclose to the members of the branch:
 - a) the identity of the officers who are the two highest paid officers of the branch in terms of relevant remuneration for the disclosure period and
 - b) for those officers:
 - i. the actual amount of the officers' relevant remuneration for the disclosure period; and
 - ii. either the value of the officers relevant non-cash benefits, or the form of the officers' relevant non-cash benefits, for the disclosure period.
- D. For the purposes of sub-rule (C), the disclosure shall be made:
 - a) in relation to each financial year
 - b) within six months after the end of the financial year and
 - c) in writing.

64(3)- DISCLOSURE OF OFFICER'S MATERIAL PERSONAL INTERESTS

- A. Each officer of a branch shall disclose to the branch any material personal interest in a matter that:
 - a) the officer has or acquires or
 - b) a relative of the officer has or acquires; that relates to the affairs of the organisation.
- B. The disclosure required by sub-rule (A) shall be made to the branch:
 - a) as soon as practicable after the interest is acquired and
 - b) in writing.
- C. The branch shall disclose to the members of the branch any interests disclosed to the branch pursuant to sub-rule (A).
- D. For the purposes of sub-rule (C), the disclosures shall be made:
 - a) in relation to each financial year
 - b) within six months after the end of the financial year and
 - c) in writing.


64(4)- DISCLOSURE BY BRANCH OF PAYMENTS

- A. The Branch shall disclose to the members of the branch either:
 - a) each payment made by the branch, during the disclosure period:
 - i. to a related party of the branch or
 - ii. to a declared person or body of the branch or
 - b) the total of the payments made by the branch, during the disclosure period:
 - i. to each related party of the branch or
 - ii. to each declared person or body of the branch.
- B. *Sub-rule (A) does not apply to a payment made to a related party if:*
 - a) *the payment consists of amounts deducted by the branch from remuneration payable to officers or employees of the branch; or*
 - b) *the related party is an officer of the branch, and the payment:*
 - i. *consists of remuneration paid to the officer by the branch; or*
 - ii. *is reimbursement for expenses reasonably incurred by the officer in performing the officer's duties as an officer*
- C. For the purposes of sub-rule (A), the disclosures shall be made:
 - a) in relation to each financial year
 - b) within six months after the end of the financial year and
 - c) in writing.

64(5)-TRAINING

Each person who holds an office in the Branch whose duties include financial duties that relate to the financial management of the Branch, must comply with all of the following:

- a) The person must undertake training approved by the General Manager of the Fair Work Commission under section 154C of the Fair Work Registered Organisations Act 2009
- b) The training so undertaken must cover each of the person's financial duties
- c) The training so undertaken must be completed within 6 months after the person begins to hold the office.



Gillian Robertson
Branch Secretary