



4 February 2019

Arvin Bisbal
Chief Executive Officer
Real Estate Employers' Federation of South Australia and the Northern Territory
arvin@reefsant.org.au
cc: eo@reefsant.org.au

Dear Arvin,

Notification of changes made to records [AR2018/32]

I acknowledge receipt of a Notification of Change to the office holders of the Real Estate Employers' Federation of South Australia and the Northern Territory.

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
29/1/2019	REEF SA/NT	Board President	No (8 days late)
29/1/2019	REEF SA/NT	Board Deputy President	No (8 days late)
29/1/2019	REEF SA/NT	Board Member	No (8 days late)
29/1/2019	REEF SA/NT	Board Member	No (8 days late)

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.

Late notification

The notification from your organisation indicates that changes 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.

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.

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.

Thank you for the notification.

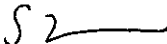
Yours faithfully,

Alistair Hodgeman
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, SAMANTHA FORDE, being the PRESIDENT of THE REAL ESTATE EMPLOYERS FEDERATION OF SOUTH AUSTRALIA AND THE NORTHERN TERRITORY, 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.
3. Due to the delay in response from the AEC Returning Officer to REEF SA/NT's Executive officer in regards to arranging a new election due to insufficient numbers reached in Scheduled Election E2018/145 the notification of changes submitted on 29 01 2019 unfortunately missed the lodgement date of 35 days post-election. Further to that we were advised that lodgement was not signed by the correct officer and this notification is to replace that document. Steps have been put into place to ensure all further documents are lodged within the prescribed time.

Signed: 

SAMANTHA FORDE, BOARD PRESIDENT

Dated: 31 01 2019

[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

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
REEF SA/NT	18.12.2018	Board President	Nella Kikianis	Samantha Forde	C/O REEF SA/NT REI House, 249 Greenhill Road DULWICH SA 5065	Real Estate Agent
REEF SA/NT	18.12.2018	Board Deputy President	Samantha Forde	Emma Slape	C/O REEF SA/NT REI House, 249 Greenhill Road DULWICH SA 5065	Real Estate Agent
REEF SA/NT	18.12.2018	Board Member	Paul Stanton	Scott Robinson	C/O REEF SA/NT REI House, 249 Greenhill Road DULWICH SA 5065	Real Estate Agent
REEF SA/NT	18.12.2018	Board Member	Nella Kikianis	Mark Lands (Casual Board Member until 18.03.2019)	C/O REEF SA/NT REI House, 249 Greenhill Road DULWICH SA 5065	Real Estate Agent



30 January 2018

Ms Arvin Bisbal
Chief Executive Officer
Real Estate Employers' Federation of South Australia and the Northern Territory

Sent via email: arvin@reefsant.org.au

Dear Ms Bisbal,

Declaration and information lodged under subsection 233(1) [Annual Return] for 2018 [AR2018/32]

I acknowledge receipt by the Registered Organisations Commission (the ROC) on 10 January 2018 of your organisation's Annual Return which provides information under subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The documents lodged cover the required information for the 2018 Annual Return of the Real Estate Employers' Federation of South Australia and the Northern Territory.

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. Real Estate Employers' Federation of South Australia and the Northern Territory is encouraged to use this template if any changes occur.

Yours faithfully

Sam Gallichio
Registered Organisations Commission

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, Nella Kikianis, being the President of the Real Estate Employers' Federation of South Australia and the Northern Territory (REEF SA/NT), 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 the Act:
 - The address of the organisation is 249 Greenhill Road DULWICH SA 5065.¹
 - 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 TWO HUNDRED AND EIGHTY SEVEN (287).³
 - A list of offices and the names, postal addresses and occupations of persons holding those offices as at the date of this declaration is attached 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 THIS YEAR:⁴

Committee of Management Members x 8

- The organisation:
 - Has not entered into an agreement under s.151(1) of the Act with a state union.

Signed:



[PRESIDENT]

Dated: 9 January 2018

*[PLEASE NOTE: This declaration must be lodged with the Fair Work Commission by 31 March. It can be submitted to orgs@fwc.gov.au. If at any time in the year this information changes a Notification of Changes must be lodged with the Commission within **35 days** of the change⁵.]*

⁴ s.230(1)(d); reg.147(e)

⁵ s.233(2); reg. 151

ANNEXURE A

- Offices and Office Holders in the Organisation [*insert as many pages as required*]:

Name of Office (include any offices that are vacant)	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
<i>President</i>	<i>Nella Kikianis</i>	<i>c/- the Real Estate Employers' Federation of South Australia and the Northern Territory , 249 Greenhill Road DULWICH SA 5065</i>	<i>Real Estate Agent</i>
<i>Deputy President</i>	<i>Samantha Forde</i>	<i>As above</i>	<i>Real Estate Agent</i>
<i>Board Member</i>	<i>Paul Stanton</i>	<i>As above</i>	<i>Real Estate Agent</i>
<i>Board Member</i>	<i>Suzannah Toop</i>	<i>As above</i>	<i>Real Estate Agent</i>
<i>Board Member</i>	<i>Andrew Harvey</i>	<i>As above</i>	<i>Real Estate Agent</i>
<i>Board Member</i>	<i>Emma Slape</i>	<i>As above</i>	<i>Real Estate Agent</i>
<i>Board Member</i>	<i>Patricia Capone</i>	<i>As above</i>	<i>Real Estate - Finance</i>
<i>Board Member</i>	<i>Linda Baker</i>	<i>As above</i>	<i>Real Estate Agent</i>