



Australian Government

Registered Organisations Commission

Registered Organisations Commission

Education Strategy 2018/2019

July 2018

The Registered Organisations Commission (the ROC) seeks to foster a culture of voluntary compliance in registered organisations. Part of how we aim to achieve this is by providing accurate, relevant and easily accessible education services and tools for organisations and their members.

What you need to know

As part of our commitment to assisting registered organisations, the ROC has set out in this document its 2018/2019 Education Strategy. This is a planning tool.

The ROC has consulted with organisations and peak bodies about the education services they seek from us. In response we have developed the Strategy which is comprised of a series of scheduled campaigns, information sessions, newsletters, guidance notes, fact sheets and other educational materials and resources.

How to use this document

The ROC Education Strategy is designed to enable you, or your organisation, to plan and schedule for the education services you need or would like to utilise. It sets out the ROC's planned education projects for July 2018 to June 2019. It includes a timeline for new and updated education materials, face-to-face information sessions, quarterly newsletters, new webinars, education refresher campaigns and other educational materials and resources.

Feedback?

If you would like to provide feedback about the Strategy, or about improvement to any of our resources, please email regorgs@roc.gov.au.

July 2018	Information Session No. 3 – Darwin: 24 July 2018 <ul style="list-style-type: none"> • Similar to those previously held in Parramatta and Melbourne, this Information Session will focus on recent legislative changes, tips and tools for compliance and financial governance as well as providing guidance on legislation relating to corrupting benefits • Register by emailing regorgs@roc.gov.au
	Officer and Related Party Disclosure education materials <ul style="list-style-type: none"> • Building on existing materials, which summarise the legislation and highlight its key provisions, the ROC will launch guidance notes and additional resources. The material will provide practical examples to assist organisations, office holders, members and employees to better understand these laws

August 2018	New Corrupting Benefits education materials <ul style="list-style-type: none"> • These materials will build on existing resources outlining the legislation and highlighting its key provisions. In the absence of case law in this area, the ROC will launch its own guidance notes consisting of frameworks and practical examples. These materials will be designed to assist organisations, office holders, members and employees to better understand the relevant legislation
	Updated ROC Reporting Guidelines webinar <ul style="list-style-type: none"> • The ROC Reporting Guidelines (the Guidelines) were updated and released early in May 2018 • These Guidelines apply to all financial years commencing on or after 1 July 2017 and, therefore, will apply to financial reports due for the financial year ending 30 June 2018 and thereafter
	ROC quarterly newsletter No. 5 <ul style="list-style-type: none"> • Our quarterly newsletter provides a brief overview of the latest news, as well as tips for compliance

September 2018	Information Session No. 4 – Perth: 19 September 2018 <ul style="list-style-type: none"> • The format and topics for this Information Session will depend on feedback from previous information sessions, as well as current and emerging issues • Expressions of interest can be emailed to regorgs@roc.gov.au
	Webinar for auditors – common financial reporting issues <ul style="list-style-type: none"> • The feedback received from participants in previous information sessions indicated that our presentation on common issues in financial reporting was valuable • This webinar will focus on common issues in financial reporting

October 2018	<p>Education material for members – understanding financial statements</p> <ul style="list-style-type: none"> • Members of organisations must be provided with the audited financial statements of their organisations and branches. This is an important aspect of an organisation's transparency and accountability to its members • To optimise the value members can gain from these statements, they need to understand how to read them. The ROC will release fact sheets, webinars and other materials for members of organisations to help them understand financial statements
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November 2018	<p>Information Session No. 5 – Brisbane: 20 November 2018</p> <ul style="list-style-type: none"> • The format and topics for this Information Session will depend on feedback from previous information sessions, as well as current and emerging issues • Expressions of interest can be emailed to regorgs@roc.gov.au
	<p>Financial reporting refresher campaign No. 1</p> <ul style="list-style-type: none"> • The ROC will provide refresher information about financial reporting requirements for organisations and branches nearing the end of their financial year
	<p>ROC quarterly newsletter No. 6</p> <ul style="list-style-type: none"> • Our quarterly newsletter provides a brief overview of the latest news, as well as tips for compliance

December 2018	<p>Annual returns refresher campaign No. 1</p> <ul style="list-style-type: none"> • Annual Returns of Information (ARs) of organisations deal with a number of important matters. Among other things, organisations must provide the contact details of office holders and advise whether any elections are due. ARs must be lodged no later than 31 March 2019 • This campaign covers the ROC's expectations about the content of ARs
	<p>Officer and Related Party Disclosures refresher campaign No. 1</p> <ul style="list-style-type: none"> • The ROC will provide reminders and refresher information about the requirements for Officer and Related Party Disclosure Statements at a time when these statements fall due for many organisations

January 2019	New Subscription Service <ul style="list-style-type: none"> • The ROC will tailor its subscription service to a specific audience or audiences • Subscribers will have the opportunity to tailor their subscription to correspond with their individual information requirements
	Whistleblower ‘proofing’ <ul style="list-style-type: none"> • The ROC will work with organisations to develop ‘in-house’ whistleblower policies and to develop positive ‘speak up’ cultures

February 2019	ROC quarterly newsletter No. 7 <ul style="list-style-type: none"> • Our quarterly newsletter provides a brief overview of the latest news, as well as tips for compliance
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March 2019	Information session No.6 – Sydney CBD: Date TBA <ul style="list-style-type: none"> • This will be the second information session in New South Wales, albeit the first in 2019 • The format and topics for this Information Session will depend on feedback from previous information sessions, as well as current and emerging issues • Expressions of interest can be emailed to regorgs@roc.gov.au
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April 2019	Prescribed information for elections refresher campaign No. 1 <ul style="list-style-type: none"> • Elections are important to the democratic running of organisations • This campaign will assist organisations in understanding what must be included in the prescribed information prepared for elections
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May 2019	Information session No.7 – Melbourne: Date TBA <ul style="list-style-type: none"> • This will be our second information session in Melbourne • The format and topics for this Information Session will depend on feedback from previous information sessions, as well as current and emerging issues • Expressions of interest can be emailed to regorgs@roc.gov.au
	ROC quarterly newsletter No. 8 <ul style="list-style-type: none"> • Our quarterly newsletter provides a brief overview of the latest news, as well as tips for compliance

June 2019

Financial reporting refresher campaign No. 2

- The ROC will provide refresher information about financial reporting requirements for registered organisations and branches nearing the end of their financial year

Officer and Related Party Disclosures refresher campaign No. 2

- The ROC will provide reminders and refresher information about the requirements for Officer and Related Party Disclosure Statements at a time when these statements fall due for many organisations (those with a financial year ending 31 December)