



## **STATEMENT OF VALUES**

### **Overview**

The National Union of Workers is an employee organization registered under the Fair Work (Registered Organisations) Act 2009.

The principal activities, operations and functioning of the Union are governed by the Act, the Union's rules and its policies and procedures.

### **Reporting Requirements**

The Act requires the Union to report and/or disclose in accordance with stipulated time frames a number of matters to its membership and the public generally. These include:

- Annual notification of the office bearers of the Union, the locations of the Union, the membership of the Union and branches of the Union;
- changes to any of the above details, as they occur;
- an audited report on the Union's finances, along with an operating report at the conclusion of each financial year;
- disclosures as to the remuneration of specified officers of the Union as well as reporting on any benefits they receive if they serve on a board or related party to the Union; (with effect from 1 January 2014)
- disclosures as to any material interests of specified officers of the Union; (with effect from 1 January 2014)
- annual statements of loans, grants and donations made in each financial year and where applicable detail about the nature of such loans, grants and donations

The Act also requires that the Union maintain and keep up to date a register of all members and that such register be made available to any member on request.

Additionally, the Union is required to report under other legislation on some of its activities. This includes similar reporting on some of the items above to corresponding state industrial relations jurisdictions as well as:

- reporting on political expenditure if any to the AEC;





- reporting on third party expenditure to the AEC;
- where applicable, reporting on political expenditure to state electoral commissions
- annual reporting to the Workplace Agency for Gender Equality

The Union's financial statements are made available to members on request, through our internal communications and for download on our website as well as from the FWC website.

Other reporting referred to above is available from the applicable agencies website or if required by law on our website.

A copy of the Unions rules is also available on our website.

## **Governance**

The affairs of the whole Union are governed by the National Committee of Management and the National Council and the affairs of each Branch by each respective Branch Committee of Management. Officers of each of these bodies, along with other office holders as described in the Unions rules are subject to election by our membership, which is conducted by the Australian Electoral Commission ("AEC") every four years.

The powers and responsibilities of all governing bodies appear in the Union's rules.

Each governing body is responsible for the oversight of all affairs of the Union as well as setting the necessary strategic direction of the Union so as to defend, extend and promote our members working conditions primarily through enterprise bargaining, lobbying governments and appearing before industrial tribunals such as the Fair Work Commission ("FWC")

The Union is affiliated with peak councils such as the ACTU and several international federations of unions which advance the objectives and the interests of our members.

The Union, through each branch is an affiliate of the ALP.

The Union develops, plans and communicates its industrial objectives for our members through several forms of communication including, our website, workplace meetings and delegate and activist training.

All officers of the Unions governing bodies approach their duties in accordance with the Rules of the Union, the Act and the following principles of good governance





- to act in good faith and in the best interests of the Union;
- to exercise their powers with proper purpose;
- to not compromise their capacity to make decisions;
- to act honestly;
- to avoid conflicts of interest;
- to act with reasonable care and diligence;
- to not make improper use of their position.

These obligations are individual and collectively embraced in our governance.

The Union has adopted several specific measures to reinforce these behaviours. These include:

- the development and maintenance of a register of the material interests of each officer;
- the requirement to disclose any material interests acquired by each officer and/or their immediate family;
- the disclosure of any remuneration or other benefit to each officer as a consequence of membership of a Board or governing committee or related party;
- declaring any actual or perceived conflicts of interest.

The Union ensures that all of its officers and staff are capable and as applicable, appropriately qualified to perform the duties expected of them.

In both its governance and its management the Union has in place a series of policies and procedures that detail most aspects of how we function. Copies of these are available to members on request.

The Union encourages the active participation of our members in our affairs. This principally occurs through workplace bargaining.





Members with questions, comments or grievances associated with the functioning of the Union are encouraged to do so, at first instance through their workplace organizer or our Membership Service Centre by calling 1300 275 689.

Where this is not practical or the member wishes to pursue the matter further they are encouraged to contact the following officials

National Office	Assistant National Secretary Paul Richardson	03 9287 1850
Victorian Branch	President Julie Warren	03 9287 1850
New South Wales Branch	President Marilyn Issanchon	02 9682 4622
General Branch	Lead Organiser Godfrey Moase	03 9287 1850

If a member has a grievance or concern relating to their personal information and records held by the Union then they should follow the procedure outlined in the Union's privacy policy.

