

## New rules required for the CEPU – Clause 34 Governance – Policies and Procedures

New Rules To be inserted into deleted clause 34	Reason for new Rule
<p><b>Rule 34.1 Policies and procedures</b></p> <p>(a) The Division shall develop and implement internal control policies and procedures relating to their expenditure and to ensure they are conducted in accordance with the principles of good governance and to ensure accountability to members.</p> <p>(b) Such policies and procedures shall be adopted by the Divisional Council and once adopted shall be binding on all officers and members of the Division and Branches. Such policies and procedures must be identified in the resolutions of the Divisional Council as Rule 34.1 policies and procedures.</p> <p>(c) Rule 34.1 policies and procedures must be published on the website of the Division within fourteen (14) days of their adoption.</p> <p>(d) Rule 34.1 policies and procedures once adopted may only be altered, amended, or revoked by a resolution duly passed by not less than 70% of all members of the Divisional Council.</p>	<p>New FWA requirement.</p> <p>s.141(ca)</p>
<p><b>Rule 34.2 Disclosure by officers or remuneration and non-cash benefits</b></p> <p>(a) Each person holding an office, in the Division or Branches shall disclose to the Divisional Council or Branch Committee of Management respectively any remuneration paid to the officer:</p> <p>(i) because the officer is a member of, or holds a position with, a board or other organisation, if:</p> <p>A. the officer holds such a position with the board or other organisation only because the officer is an officer of the Division or Branch; or</p> <p>B. the officer was nominated for the position by the Division, a Branch or a peak council; or</p> <p>(ii) by any third party, in connection with the performance of the officers' duties as an officer.</p> <p>(b) The disclosure required by sub-rule (a) shall be made to the Divisional Council or Branch Committee of Management:</p> <p>(i) as soon as practicable after the remuneration is paid to the officer; and</p> <p>(ii) in writing.</p> <p>(c) The Divisional Council shall disclose to the members of the Division:</p> <p>(i) the identity of the officers of the Division who, when all officers of the Division are ranked by relevant remuneration for the disclosure period (from highest to lowest), is ranked no lower than fifth; and</p> <p>(ii) for those officers:</p> <p>A. the actual amount of the officers' relevant remuneration received from the Division in connection with their holding of office for the disclosure period; and</p> <p>B. the value of, and the form of the officers' relevant non cash benefits for the disclosure period.</p> <p>(d) The Branch Committee of Management shall disclose to the members of the Branch:</p> <p>(i) the identity of the officers of the Branch who, when all officers of the Branch are ranked by relevant remuneration for the disclosure period (from highest to lowest), is ranked no lower than second; and</p> <p>(ii) for those officers:</p> <p>A. the actual amount of the officers' relevant remuneration received from the Branch in connection with their holding of office for the disclosure period; and</p> <p>A. the value of, and the form of the officers' relevant non cash benefits for the disclosure period.</p>	<p>New FWA requirement.</p> <p>s.148A(1) &amp; (2)</p> <p>s.148A(3)</p> <p>s.148A(4)</p> <p>s.148A(6)</p> <p>s.148A(7)</p> <p>s.148A(5)</p> <p>s.148A(6)</p> <p>s.148A(7)</p>

New Rules	Reason for new Rule
<p><b>Rule 34.3 Disclosure by officers of personal interest</b></p> <p>(a) Each person holding an office in the Division or Branch shall disclose to the Divisional Council or Branch Committee of Management respectively any material personal interest in a matter that:</p> <p>(i) the officer has or acquires; or</p> <p>(ii) a relative of the officer has or acquires;</p> <p>that relates to the affairs of the Division or Branch.</p> <p>(b) The disclosure required by sub-rule (a) shall be made to the Divisional Council or Branch Committee of Management:</p> <p>(i) as soon as practicable after the interest is known or acquired; and</p> <p>(ii) in writing.</p> <p>(c) The Divisional Council or Branch Committee of Management shall disclose to the members of the Division and Branches the interests disclosed to the Division and Branches pursuant to sub-rules (a).</p> <p>(d) For the purposes of sub-rule (c), the disclosures shall be made:</p> <p>(i) in relation to each financial year;</p> <p>(ii) within six (6) months after the end of the financial year; and</p> <p>(iii) in writing.</p>	<p>New FWA requirement.</p> <p>s.148B(1) &amp; (2)</p> <p>s.148B(3)</p> <p>s.148B(4) &amp; (5)</p> <p>s.148B(6)</p>
<p><b>Rule 34.4 Disclosure of payments</b></p> <p>(a) The Division and each Branch shall disclose to their members:</p> <p>(i) each payment made by the Division or Branch, during the disclosure period:</p> <p>(A) to a related party, as defined under section 9B of the Fair Work (Registered Organisations) Amendment Act 2012 (Cth), of the Division or Branch; or</p> <p>(B) to a declared person, as defined under section 148C(5) of the Fair Work (Registered Organisations) Amendment Act 2012 (Cth), or body of the Division or Branch.</p> <p>(ii) the total of the payments made by the Division or Branch, during the disclosure period:</p> <p>(A) to each related party of the Division or Branch; or</p> <p>(B) to each declared person or body of the Division or Branch.</p> <p>(b) Sub-rule (a) does not apply to a payment made to a related party if the payment consists of amounts deducted by the Division or Branch from remuneration payable to officers or employees of the Division or Branch.</p> <p>(c) For the purposes of sub-rule (a), the disclosures shall be made:</p> <p>(i) in relation to each financial year;</p> <p>(ii) within six (6) months after the end of the financial year; and</p> <p>(iii) in writing and published on the Division or Branch website.</p>	<p>New FWA requirement.</p> <p>s.148C(1) &amp; (2)</p> <p>s.148C(3)</p> <p>s.148B(4)</p>
<p><b>Rule 34.5 Training of officers</b></p> <p>(a) This Rule shall take effect on the commencement of Schedule 1 Part 2 of the Fair Work (Registered Organisations) Amendment Act 2012 (Cth).</p> <p>(b) Each person holding an office in the Division or a Branch whose duties include duties that relate to the financial management of the Division or Branch shall undertake training:</p> <p>(i) approved by the General Manager under the provisions of the <i>Fair Work (Registered Organisations) Act 2009</i> or an Act replacing that Act; and</p> <p>(ii) that covers each of the officers' financial duties.</p> <p>(c) An officer shall complete the training required by sub-rule (b) within:</p> <p>(i) six (6) months after the person begins to hold office; or</p> <p>(ii) if the officer holds office at the date of the Proclamation referred to in sub-rule (a), within six (6) months of that date.</p>	<p>New FWA requirement.</p> <p>s.154D</p>