

**AMIC RULE ALTERATIONS FOLLOWING AMENDMENTS TO FAIR WORK
(REGISTERED ORGANISATIONS) ACT 2009**

1. EXPENDITURE POLICIES AND PROCEDURES PURSUANT TO s.141(1)(ca)

By adding 29.3 to rule 29 as follows:

“29.3 In expending the Funds referred to in sub-rule 29.2 AMIC shall develop and implement policies and procedures relating to the expenditure by AMIC. “

2. DISCLOSURE RULES PURSUANT to s. 148A, 148B and 148C

By adding a new rule 32A – Disclosure Rules – as follows:

“32A - DISCLOSURE RULES

- 32A.1 Each officer of AMIC shall disclose to AMIC 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 AMIC; or
 - ii) the officer was nominated for the position as a member of the board by AMIC; or
 - b) by any related party of AMIC in connection with the performance of the officers' duties as an officer.
- 32A.2 The disclosure required by sub-rule 32A.1 shall be made to AMIC:
- a) as soon as practicable after the remuneration is paid to the officer; and
 - b) in writing addressed to the AMIC Chief Executive Officer.

- 32A.3 AMIC shall disclose to its members:
- a) the identity of the officers who are the five highest paid in terms of relevant remuneration for the disclosure period, and
 - b) for those five highest paid 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.
- 32A.4 For the purposes of 32A.3, the disclosures shall be made:
- a) in relation to each financial year; and
 - b) as Disclosure Notes in the audited accounts (referred to in rule 13 of the Rules) that are distributed to members.
- 32A.5 Each officer of AMIC shall disclose to AMIC 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 AMIC.
- 32A.6 The disclosure required by 32A.5 shall be made to AMIC:
- a) as soon as practicable after the interest is acquired; and
 - b) in writing addressed to the AMIC Chief Executive Officer.
- 32A.7 AMIC shall disclose to the members of AMIC any interests disclosed to AMIC pursuant to sub-rule 32A.5.

- 32A.8 For the purposes of 32A.7, the disclosures shall be made:
- a) in relation to each financial year; and
 - b) as Disclosure Notes in the audited accounts (referred to in rule 13 of the Rules) that are distributed to members.
- 32A.9 AMIC shall disclose to the members either:
- a) each payment made by AMIC, during the disclosure period:
 - i) to a related party of AMIC; or
 - ii) to a declared person or body of AMIC; or
 - b) the total of the payments made by AMIC, during the disclosure period:
 - i) to each related party of AMIC; or
 - ii) to each declared person or body of AMIC.
- 32A.10 Rule 32A.9 does not apply to a payment made to a related party if the payment consists of amounts deducted by AMIC from remuneration payable to officers of AMIC.
- 32A.11 For the purposes of 32A.9, the disclosures shall be made:
- a) in relation to each financial year; and
 - b) as Disclosure Notes in the audited accounts (referred to in rule 13 of the Rules) that are distributed to members. “

3. FINANCIAL TRAINING RULE PURSUANT to s. 154D

By adding a new rule 32B – Financial Training – as follows:

“32B – FINANCIAL TRAINING

- 32B.1 Officers who are elected to the AMIC Board, as outlined in rule 20 of the rules, shall be required to undertake financial management training, approved by the General Manager, in relation to their financial duties.
- 32B.2 The training referred in 32B.1 shall be undertaken within six months of the officer becoming elected to the AMIC Board.

32B.3 Officers appointed to fill a casual vacancy on the AMIC Board under Rule 26 shall also be obliged to fulfil the training requirements of 32B.1 and 32B.2.

32B.4 Members of the AMIC Board, as at the date of certification of rule 32B, are required to fulfil the training requirements referred to in 32B.1 within six months of that certification date.”

4. Amending Rule 75 of the Rules by adding a new paragraph 17 to rule 75.3 headed ‘Disclosure Rule etc’ as follows

“17. Disclosure Rule interpretation relating to Rules 32A and 32B

Terms within Rule 32A and 32B shall have the following meaning:

1. AMIC Means the same as in rule 75.3(4)
2. board means a group of persons who supervise, govern or otherwise have oversight of a corporation, organisation, association or other like body including a Board of Directors and includes the AMIC Board pursuant to rule 20.
3. disclosure period For the purpose of these rules means the financial year unless a shorter period is specified.
4. declared person or body A person is a declared person or body if:
(i) an officer of AMIC has disclosed a material personal interest under rule 32A.5; and
(ii) the interest relates to, or is in, the person or body; and
(iii) the officer has not notified AMIC that the officer no longer has the interest.
5. financial duties Includes duties that relate to the financial management of AMIC

6. General Manager means the General Manager of Fair Work Commission.
7. non-cash benefit means property or services in any form other than money, but does not include a computer, mobile phone or other electronic device that is used only or mainly for work purposes.
8. office or officer has the same meaning as defined by rule 75.3.13
9. related party has the same meaning as defined by section 9B of the *Fair Work (Registered Organisations) Act 2009*.
10. relative in relation to a person, means:
 (i) parent, step parent, child, stepchild, grandparent, grandchild, brother or sister of the person; or
 (ii) the spouse of the first mentioned person.
11. relevant remuneration in relation to an officer of AMIC for a disclosure period is the sum of the following:
 (i) any remuneration disclosed to AMIC by the officer under rule 32A.1 during the disclosure period;
 (ii) any remuneration paid during the disclosure period, to the officer of AMI.
12. relevant non-cash benefits in relation to an officer of AMIC for a disclosure period means the non-cash benefits provided to the officer, at any time during the disclosure period, in connection with the performance of the officer's duties as an officer, by AMIC or by a related party of AMIC.

13. remuneration
- (i) includes pay, wages, salary, fees, allowances, leave, benefits or other entitlements; but
 - (ii) does not include a non-cash benefit; and
 - (iii) does not include the reimbursement or payment of reasonable expenses for the costs incurred in the course of the officer carrying out his or her duties. “