

## SCHEDULE A

### PROPOSED ALTERATIONS TO THE RULES OF THE SHOP, DISTRIBUTIVE AND ALLIED EMPLOYEES' ASSOCIATION, NEW SOUTH WALES BRANCH

Old rule, clause or paragraph	Amendment to old rule	New rule, clause or paragraph required to be registered
<p><b>7 QUALIFICATION FOR OFFICE</b></p> <p>No person shall be eligible to nominate for any office under these Rules unless he or she is at the date when nominations for such office are called a financial member of the Branch and the Returning Officer may require a candidate for any office to furnish satisfactory evidence that his or her candidature complies with the requirements of the Branch rule as to such qualification.</p>	<p>That Rule 7 be deleted, including the heading, and the following be substituted:</p> <p><b>7 - ELIGIBILITY FOR OFFICE</b></p> <p>Any person wishing to nominate for Branch Council or National Council shall be a financial member of the Branch at the date when nominations are called provided that:</p> <p>(a) a person wishing to nominate for the office of Branch Secretary/Treasurer shall have not less than 12 months continuous financial membership of the Branch at the date when nominations are called and shall have served a period of not less than 6 months as a member of Branch Council;</p> <p>and</p> <p>(b) a person wishing to nominate for the office of President or Branch Assistant Secretary/Treasurer shall have not less than 6 months continuous financial membership of the Branch at the date when nominations are called and shall have served a period of not less than 3 months as a member of</p>	<p><b>7 - ELIGIBILITY FOR OFFICE</b></p> <p>Any person wishing to nominate for Branch Council or National Council shall be a financial member of the Branch at the date when nominations are called provided that:</p> <p>(a) a person wishing to nominate for the office of Branch Secretary/Treasurer shall have not less than 12 months continuous financial membership of the Branch at the date when nominations are called and shall have served a period of not less than 6 months as a member of Branch Council;</p> <p>and</p> <p>(b) a person wishing to nominate for the office of President or Branch Assistant Secretary/Treasurer shall have not less than 6 months continuous financial membership of the Branch at the date when nominations are called and shall have served a period of not less than 3 months as a member of</p>

	<p>6 months continuous financial membership of the Branch at the date when nominations are called and shall have served a period of not less than 3 months as a member of Branch Council; and</p> <p>(c) the Returning Officer may require a candidate for any office to furnish satisfactory evidence that his or her candidature complies with the requirements of the Branch Rules as to such eligibility.</p>	<p>Branch Council; and</p> <p>(c) the Returning Officer may require a candidate for any office to furnish satisfactory evidence that his or her candidature complies with the requirements of the Branch Rules as to such eligibility.</p>
<p><b>16A - MEMBERSHIP</b></p> <p>(a) Applicants for membership shall sign and complete an Application for Membership Form as prescribed from time to time by the Branch Council. Applications for membership shall be forwarded to the Branch Secretary/Treasurer who shall submit all such applications to the next ensuing meeting of Branch Council. Membership shall commence from the date of acceptance of the applicant for membership by the Branch Council.</p> <p>(b) An applicant for membership may be required to attend before the Branch Council to answer questions relating</p>	<p>That the Rule 16A be amended as follows:</p> <p><i>16(a) Delete all words after the words "Branch Council" on the second line .</i></p> <p>Amend existing 16(b) by deleting the alphabetic identifier and renaming it 16(e).</p> <p>Amend existing 16(c) by deleting the alphabetic identifier and renaming it 16(d).</p> <p><i>Insert a new 16(b) to read:</i></p> <p><i>16(b) Where the Branch has a website whereby there is provision for an applicant to apply for membership electronically completes the requisite questions satisfactorily and submits it, then that application will be treated in accordance with this rule.</i></p>	<p><b>16A - MEMBERSHIP</b></p> <p>(a) Applicants for membership shall sign and complete an Application for membership Form as prescribed from time to time by the Branch Council.</p> <p>(b) Where the Branch has a website and on that website there is provision for an applicant to apply for membership electronically and an applicant completes the requisite questions satisfactorily and submits it, then that application will be treated in accordance with this rule.</p> <p>(c) All applications for membership, including those submitted electronically shall be forwarded to the Branch Secretary/Treasurer who shall submit all</p>

<p>to his or her eligibility for membership of the Association.</p> <p>(c) Applicants for membership shall be informed, in writing of:</p> <p>(i) the financial obligations arising from membership; and</p> <p>(ii) the circumstances, and the manner in which a member may resign from the Association.</p>	<p><i>accordance with this rule.</i></p> <p><i>Insert a new 16(c) to read:</i></p> <p><i>16(c) All applications for membership, including those submitted electronically, shall be forwarded to the Branch Secretary/Treasurer who shall submit all such applications to the next meeting of Branch Council</i></p> <p><i>Insert a new 16(f) to read:</i></p> <p><i>16(f) Membership shall commence from the date of acceptance of the applicant for membership by the Branch Council.</i></p> <p><i>Insert a new 16(g) to read:</i></p> <p><i>16(g) Any applicant for membership who has paid money with his or her application and where that application is rejected by the Branch Council shall have the money reimbursed without deduction.</i></p>	<p>such applications to the next meeting of Branch Council.</p> <p>(d) Applicants for membership shall be informed, in writing, of:</p> <p>(i) the financial obligations arising from membership; and</p> <p>(ii) the circumstances, and the manner in which a member may resign from the Association.</p> <p>(e) An applicant for membership may be required to attend before the Branch Council to answer questions relating to his or her eligibility for membership of the Association.</p> <p>(f) Membership shall commence from the date of acceptance of the applicant for membership by the Branch Council.</p> <p>(g) Any applicant for membership who has paid money with his or her application and where that application is rejected by the Branch Council shall have the money reimbursed without deduction.</p>
<p><b>23 - APPLICATION OF FUNDS</b></p> <p>The Branch Secretary/Treasurer shall</p>	<p>The Heading and existing rule be deleted and the following be substituted:</p>	<p><b>Rule 23 – RECEIPT AND EXPENDITURE OF FUNDS</b></p>

<p>deposit all moneys received on behalf of the Branch in a branch of the Commonwealth Bank of Australia in an account including a Cash Management Call Account or like account in the name of the Shop, Distributive and Allied Employees' Association, New South Wales Branch. He or she shall obtain a receipt for each such deposit. All moneys shall be deposited forthwith after receipt.</p> <p>The disbursement of funds of the Branch shall be made by cheque with the signatories being the Branch Secretary/Treasurer or in his or her absence the branch Assistant Secretary/Treasurer (if any) together with any two other members of the Branch Council of whom one shall be the Branch President or in his or her absence the branch Vice-President. Disbursement of funds shall be for the purposes set out in Branch Rule 4.</p>	<p><b>Rule 23 – RECEIPT AND EXPENDITURE OF FUNDS</b></p> <p>(a) <i>The Branch Secretary/Treasurer shall be responsible to ensure all moneys paid to the Branch, by whatever method, are deposited in a branch of the Commonwealth Bank of Australia, including Cash Management Call Account or like account, in the name of the Shop, Distributive and Allied Employees' Association, New South Wales Branch; and</i></p> <p>(i) <i>Funds may also be received by direct transfer into the Branch's account; or</i></p> <p>(ii) <i>By other means authorised by Branch Council from time to time in line with new technology permitted for the transfer of Funds into the relevant account held in the name of the Branch.</i></p> <p>(b) (i) <i>Disbursement of funds of the Branch may be made by Cheque with not less than two signatures as follows:</i></p> <ul style="list-style-type: none"> <li>• <i>The Branch President and the Branch Secretary/Treasurer; or</i></li> <li>• <i>The Branch President and the Branch Assistant Secretary/Treasurer; or</i></li> <li>• <i>The Branch Vice President and the Branch Secretary/Treasurer; or</i></li> </ul>	<p>(a) <i>The Branch Secretary/Treasurer shall be responsible to ensure all moneys paid to the Branch, by whatever method, are deposited in a branch of the Commonwealth Bank of Australia, including Cash Management Call Account or like account, in the name of the Shop, Distributive and Allied Employees' Association, New South Wales Branch; and</i></p> <p>(i) <i>Funds may also be received by direct transfer into the Branch's account; or</i></p> <p>(ii) <i>By other means authorised by Branch Council from time to time in line with new technology permitted for the transfer of Funds into the relevant account held in the name of the Branch.</i></p> <p>(b)(i) <i>Disbursement of funds of the Branch may be made by Cheque with not less than two signatures as follows:</i></p> <ul style="list-style-type: none"> <li>• <i>The Branch President and the Branch Secretary/Treasurer; or</i></li> <li>• <i>The Branch President and the Branch Assistant Secretary/Treasurer; or</i></li> <li>• <i>The Branch Vice President and the Branch Secretary/Treasurer; or</i></li> <li>• <i>The Branch Vice President and the Branch Assistant</i></li> </ul>
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	<ul style="list-style-type: none"> <li>• <i>The Branch Vice President and the Branch Assistant Secretary/Treasurer.</i></li> </ul> <p><i>(ii) Notwithstanding (i) above, no payment larger than \$10,000 shall be made without the signature of the Branch Secretary/Treasurer or in his absence the Branch Assistant Secretary/Treasurer in addition to one other signature as shown in (i) above.</i></p> <p><i>(c) The Branch may pay an account by direct transfer provided such payment is approved by the Branch Secretary/Treasurer or in his/her absence the Branch Assistant Secretary/Treasurer.</i></p> <p><i>(d) All disbursement of funds of the Branch shall be for the purposes of Branch Rule 4 and any other matter deemed to be in the interest of the Branch and approved by Branch Council.</i></p>	<p><i>Secretary/Treasurer.</i></p> <p><i>(ii) Notwithstanding (i) above, no payment larger than \$10,000 shall be made without the signature of the Branch Secretary/Treasurer or in his absence the Branch Assistant Secretary/Treasurer in addition to one other signature as shown in (i) above.</i></p> <p><i>(c) The Branch may pay an account by direct transfer provided such payment is approved by the Branch Secretary/Treasurer or in his/her absence the Branch Assistant Secretary/Treasurer.</i></p> <p><i>(d) All disbursement of funds of the Branch shall be for the purposes of Branch Rule 4 and any other matter deemed to be in the interest of the Branch and approved by Branch Council.</i></p>
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