

**CERTIFICATE BY ACCOUNTING OFFICER*
OF A STATE ORGANISATION**

[The provisions of section 510 (2) of the *Industrial Relations Act 1991* and clause 59(1)(a) of the *Industrial Relations Regulation 1992* apply as regulations under section 282(3) of the *Industrial Relations Act 1996*]

I., _____ the accounting officer
(insert name of accounting officer)*

of _____
(insert name of the organisation)

hereby certify that to the best of my knowledge and belief that:

there were _____ persons that were members of the
(state number)
organisation as at the end of the financial year ended _____
(insert date)

and in my opinion:

- (i) the accounts show a true and fair view of the financial affairs of the organisation as at the end of the financial year; and
- (ii) a record has been kept of all money paid by, or collected from, members of the of organisation, and all money so paid or collected has been credited to the bank account or accounts to which the money is to be credited, in accordance with the rules of the organisation; and
- (iii) before any expenditure was incurred by the organisation, approval of the incurring of the expenditure was obtained in accordance with the rules of the organisation; and
- (iv) **[Please indicate whichever of the following statements is applicable]**

no payment was made out of a fund referred to in clause 57 (b) (xiii) or (xv) of the Regulation for a purpose other than the purpose for which the fund was operated;

OR payment was made out of a fund referred to in clause 57(b)(xiii) or (xv) of the 1992 Regulation, as applied by section 282(3), for a purpose other than the purpose for which the fund was operated only when approved in accordance with the rules of the organisation; and

(v) all loans or other financial benefits granted to persons holding office in the organisation were authorised in accordance with the rules of the organisation; and

(vi) the register of members of the organisation was maintained in accordance with the Act.

(Signature of accounting officer)

(Date)

***"Accounting Officer" means the officer of the organisation responsible for the keeping of the accounting records of the organisation.**