

Fair Work (Registered Organisations) Act 2009
s.159 – Alteration of other rules of organisation

Fair Work (Registered Organisations) Regulations 2009
reg 126 – Alteration of other rules of organisation

**NOTICE OF PARTICULARS OF AUTHORISATION AND
DECLARATION OF AUTHORISED OFFICER**

I, Greg Busson of 75 Throssell Street, Collie, in the state of Western Australia, union official, give notice of the following matters in relation to the rules of the Mining and Energy Union, Western Australian District.

1. I am the District Secretary of the Western Australian District of the Mining and Energy Union.
2. The Mining and Energy Union (“**the MEU**”) is an organisation of employees registered under the *Fair Work (Registered Organisations) Act 2009*.
3. I am authorised to give this notice of particulars of alterations to the rules of the Western Australian District Branch of the MEU and to make this declaration as required by regulation 126 of the *Fair Work (Registered Organisations) Regulations 2009*.
4. The Western Australian District Branch of the MEU has sought to alter its rules. Particulars of the alterations the subject of this notification are annexed to this declaration and marked “**Annexure 1**”.
5. I declare that the alterations particularised in **Annexure 1** were to the best of my knowledge made in accordance with the rules of the Western Australian District Branch of the MEU, in particular Rule 13. The actions taken under the rules to make this alteration included the following:
 - (a) On 31 July 2026, in accordance with District Rule 7(ii)(g) a circular was sent via email to the Western Australian District Board of Management members to notify that a meeting of the Board of Management would occur on 12 August 2026.
 - (b) On 2 August 2026, in accordance with District Rule 13(ii) a Rules

committee of members of the District Board of Management discussed and examined the proposed new Rules to create a new Assistant District Secretary position.

- (c) On 10 August 2026, a copy of the proposed new Rules in **Annexure 1** was provided to members of the District Board of Management by email.
 - (d) On 11 August 2026 a circular was sent via email to District Board of Management members containing an agenda paper for the meeting on 12 August 2026.
 - (e) The meeting of the District Board of Management referred to above took place on 12 August 2026.
 - (f) At the meeting of the Board of Management on 12 August 2026, in accordance with District Rule 13(ii), the proposed Rules change regarding the proposal to create an Assistant District Secretary position was reported on by the Rules Committee to the District Board of Management.
 - (g) In accordance with Rule 13(iii) the report of the Rules committee was discussed by the District Board of Management at the meeting on 12 August 2026.
 - (h) In accordance with Rule 13(iii) of the District Rules, at the meeting on 12 August 2026, the District Board of Management subsequently proceeded to endorse the proposal to alter the Rules to create an Assistant District Secretary position. Members of the District Board of Management present at the meeting unanimously voted in support of the proposed Rules changes that are the subject of this notification.
 - (i) In accordance with District Rule 7(ii)(b) and Rule 13, the meeting of the Board of Management was quorate at the time of voting on the proposed rule changes. The Resolutions supporting the application to amend the rules is marked '**Annexure 2**'.
6. On behalf of the Western Australian District Branch of the MEU, I provide consent for the correcting of any other typographical, clerical or formal errors associated with this application, provided that the errors are first notified to the

District Branch for comment. I confirm that I am authorised to give the
aforementioned consent under section 159(2) of the *Fair Work (Registered
Organisations) Act 2009*.

7. I have requested that the MEU post on its website a notification in relation to the
rule changes the subject of this notice and declaration as soon as practicable
following the lodgment of the notice.
8. I declare that the particulars set out in this notice are true and correct to the best
of my knowledge and belief.



GREG BUSSON
DISTRICT SECRETARY
WESTERN AUSTRALIAN BRANCH
MINING AND ENERGY UNION

16 SEPTEMBER 2026

ANNEXURE 1

WESTERN AUSTRALIAN DISTRICT BRANCH

1 – NAME

The name of the District Branch shall be the Mining and Energy Union, Western Australian District Branch (hereinafter referred to as the District Branch).

A reference to the "Union" shall be a reference to the Mining and Energy Union.

2 – MEMBERSHIP OF THE DISTRICT BRANCH

The District Branch shall consist of an unlimited number of employees, otherwise eligible for membership of the Union, who, work in Western Australia and;

- (A) are engaged in or in connection with the Coal and Shale Industry,
- (B) are engaged in or in connection with the Mining or Exploration Industries,
- (C) are engaged as employees or as employees of contractors, in or in connection with the following industries;
 - (a) power generation, co-generation, transmission and distribution;
 - (b) oil;
 - (c) gas;
 - (d) nuclear; and
 - (e) chemical production
- (D) have been elected or appointed as paid officers of the District Branch or whilst financial members of the District Branch are elected as representatives of any working class organisation to which the District Branch or the Union is affiliated, or as a working class member of parliament.

7 – BOARD OF MANAGEMENT

(i) Elections

- (a) The Committee of Management of the District Branch shall be the District Branch Board of Management.
- (b) The Board of Management shall be composed of the Branch Executive Officers, and four (4) Lodge representative members.

c) Notwithstanding anything else contained in these Rules, whenever the position of District Assistant Secretary is filled, the holder of that office will be a Branch Executive Officer of the District Branch and a member of the District Branch Board of Management, including with a deliberative vote at any meeting of the Board.

- (d) For the purpose of the election of the Vice-Presidents and the Lodge representative members, the District Branch shall be divided into a Northern and Southern region.

The Northern Region shall consist of that part of the State of Western Australia, north of the Tropic of Capricorn and the Southern Region shall consist of that part of the State of Western Australia south of the Tropic of Capricorn. Lodge representative members shall be elected every four (4) years according to the Ballot Rule of the Union as follows:

Northern Region - two (2) representatives

Southern Region - two (2) representatives

The representatives shall be nominated by and from and elected by the members assigned to the relevant region. The representatives elected shall take office from the first day of the month next following their election.

- (d) Any extraordinary vacancy which occurs in an elected position within the District Branch shall be filled by the holding of an election in accordance with the Ballot Rules of the Union and the members so elected shall hold office for the remainder of the term for which the previous holder of the office was elected, provided that where the remainder of the term does not exceed:

- (i) twelve months; or
- (ii) three-quarters of the office, whichever is the greater;

the District Branch Board of Management, depending on the nature of the office, may appoint by resolution any eligible member of the District Branch to act in that office for the remainder of the term.

(ii) Meetings

- (a) The Board of Management shall meet at least three times a year and at such place as may be determined by the Board. One meeting shall be held in March, one in July and one in December of each year. Unless otherwise determined by the Board of Management, the March meeting shall be the Annual General Meeting. The Board of Management shall meet at such other times as the District Branch Executive may deem necessary and may be conducted by telephone conference or any other form of

communication that allows members of the Board of Management to communicate each with each other, including but not limited to some or all members of the Board of Management participating in the meeting by telephone, computer and/or audio-visual conferencing.

- (b) Two-thirds of the members of the Board of Management shall form a quorum.
- (c) The District President, District Secretary, District Vice-Presidents, whenever the position is filled District Assistant Secretary, and each of the Lodge Representatives shall have a deliberative vote at any meeting of the Board of Management. The officer chairing the meeting shall, in the event of the Board of Management being equally divided on any question, be entitled to a casting vote. Every member of the Board of Management shall vote either for or against any proposition put to the meeting.
- (d) Any officer or representative absenting himself or herself from any meeting of which he or she has been duly notified, by the District Secretary, in writing, at least seven days before the date of the meeting without giving an explanation which is accepted by a majority of the members attending and voting at the next subsequent meeting of the Board of Management, may be fined a sum not exceeding two hundred dollars as the District President may direct.
- (e) A special meeting of the Board of Management may be convened by a majority of the Executive, or upon written request to either the District Secretary or the District President to call such special meeting signed by at least one representative from each Lodge. Upon receipt of such requests, either the District Secretary or District President shall convene a meeting of the Board of Management.
- (f) The District Secretary shall issue or cause to be issued to Board of Management members a notice of the date of the Board of Management meeting and an agenda paper at least fourteen (14) days prior to the date of the meeting but no failure to notify will of itself vitiate a meeting.
- (g) Electronic Voting Outside of Meetings
 - A. If the District President or District Secretary considers it advisable to submit any matter, including the imposition of a levy or the alteration or rescission of a Rule, to a vote of the Board of Management at any time when it is not practical to call the Board of Management together, the District Secretary may submit a resolution dealing with the matter to the members of the Board of Management by any electronic means.
 - B. The votes on such resolution shall be returnable to the District Secretary at such time as the District Secretary shall fix and shall be subject to the quorum requirements set out in sub-Rule 8(ii)(b). The result of such vote shall be binding and enforceable in the same manner as a decision arrived at in a meeting of the Board of Management assembled.
 - C. The matter shall be recorded in the minutes on the next Board of Management meeting held following the vote.

(iii) Lodge Business

- (a) Any Lodge having business for the consideration of the District Branch, after having dealt with same locally, shall forward it to the District Secretary to be submitted to the next following meeting of the District Branch Executive or of the Board of

Management.

- (b) Each Lodge Secretary shall forward to the District Secretary within twenty-eight days, or such other period as may be determined by the Board of Management, from receiving same, the decision of his or her Lodge on any business that may be sent to it for its consideration by the District Branch Executive or Board of Management. The decision of any Lodge failing to comply with this Rule shall be null and void.

(iv) Endorsement of Decisions

- (a) Copies of the minutes of the Board of Management shall be posted to the Lodges of the District Branch.
- (b) The Executive Committee of each Lodge shall submit the minutes and any resolutions of the Board of Management requiring endorsement to a meeting of the Lodge membership. The Secretary of each Lodge shall record the number of votes for and against each Board of Management resolution required to be considered for endorsement. The Secretary shall send a return of the votes, signed and dated by him or her to the District Secretary within six weeks of the date on which the District Secretary posted the Board minutes to the Lodge. Any failure of an Executive Committee to submit the minutes or of the Lodge Secretary to send a return of votes does not prevent an endorsement by other Lodges of the District Branch.
- (c) A resolution of the Board of Management shall be endorsed if an aggregate majority of the members of the District Branch attending and voting at Lodge meetings which consider the Board of Management resolutions, vote in favour of the resolution.
- (d) The following types of resolutions of the Board of Management must be endorsed by the members of the District Branch in the process described in this Rule:
 - (1) A resolution the Board of Management determines should be sent to Lodges for endorsement;
 - (2) A resolution to form binding policy on members of the District Branch;
 - (3) A resolution to make, impose, order and enforce any levy on all members of the District Branch; and
 - (4) A resolution to penalise or dismiss an Officer of the District Branch.

- (d) This sub Rule is to be read subject to the provisions of Rule 13.

(v) Powers and Duties of the Board of Management

The powers and duties of the Board of Management shall be as follows:

- (a) To hear any appeal from any Lodge or members thereof.
- (b) To consider the financial position of the Branch and transact any business that may be placed before them by the Executive Officers.
- (c) To make, impose, order and enforce any levies, fines, fees or subscriptions on all members of the Branch not in conflict with the Rules of this District Branch or the

Rules of the Union for any one or more of the objects set out in Rule 3 of these Rules.

- (d) To determine any matter of report referred to it by the Branch Executive or by any Lodge or to settle any disputes internally and between Lodges. Reasonable notice of the time and place of the meeting shall be given to all parties involved, who shall be given an opportunity of being heard.
- (e) From time to time to alter, amend, rescind or make standing orders for the regulation of the conduct of the business and proceedings of this District Branch and of the Lodges of the District Branch.
- (f) To fix, reduce, increase or alter the salaries and allowances of the officers and employees of the District Branch.
- (g) To receive and adopt or otherwise deal with the Annual Report of the District Branch.
- (h) From time to time, to determine if the office of District Assistant Secretary is required for the effective operation of the District Branch. Should the position be created by this sub-rule, the position shall be filled by the holding of an election in accordance with Union Rule 17. The term of office will end on the day immediately prior to the day specified in Union Rule 17(xiv)(a).
- (i) Subject to Union Rule 22, to inflict any fine on any Lodge or member, such fine not to exceed one thousand dollars (\$1,000) on any Lodge or five hundred dollars (\$500) on any member.
- (j) To have control of the management and publication of the Official Organ of the Branch.
- (k) And generally to do all acts, matters and things that may appear to be in the best interests of the District Branch.

8 – DISTRICT BRANCH EXECUTIVE

(i) Executive Officers

- (a) The District Branch Executive shall consist of the District President, two District Vice-Presidents and the District Secretary, and whenever the position is filled the District Assistant Secretary.
- (b) The District President and the District Secretary, and whenever the position is filled the District Assistant Secretary. shall be nominated by and elected from the whole membership of the District Branch, each four (4) years according to the Ballot Rules of the Union. The District President and the District Secretary, and whenever the position is filled the District Assistant Secretary. shall take office for a term of four (4) years from the first day of the month next following their election.
- (c) One District Vice-President shall be nominated by and elected from the membership in the Northern Region and one District Vice-President shall be nominated by and elected from the membership of the Southern Region. The District Vice-Presidents shall be elected each four (4) years according to the Ballot Rule of the Union. The District Vice-Presidents shall take office for a term of four (4) years from the first day of the month next following their election, or in accordance with Union Rule 22.
- (d) Each officer shall remain in office unless he or she resigns his position in writing delivered at least one month in advance of the intended due date of resignation, or

unless removed from office in accordance with Union Rule 22.

- (e) The Executive Officers shall remain financial members of the District Branch, and shall retain full membership rights.
- (f) No member shall be eligible for any District Branch Office unless he or she has been a member continuously for at least 12 months prior to the closing date of nominations.
- (g) No member shall hold more than one District Branch Office at the same time.

(ii) Duties of Executive Officers

(a) The District President

The District President shall preside at all meetings of the District Branch Board of Management or meetings called by the District Branch. The District President shall co-operate with other District Branch Officers in carrying out the objects of the District Branch, and if necessary, in the absence of the District Secretary, act in his or her stead. The District President shall as far as possible, observe that the Rules are carried out by the District Branch Lodges. In the case of equal voting at Board of Management meetings, the District President shall have the casting vote. The District President shall receive such remuneration as shall be agreed upon from time to time with the District Board of Management.

(b) The District Vice-Presidents

The District Vice-Presidents shall act as members of the District Branch Executive in the exercise of the powers and duties of the Executive and shall attend all meetings of the District Branch Board of Management. The District Vice-Presidents shall be prepared to preside, in the place of the District President, over any meeting. When presiding in the District President's place at any meeting, a District Vice-President shall have the casting vote. The District Vice-Presidents shall, with the co-operation of other Executive Officers, carry out the objects of the District Branch and shall as far as possible, ensure that these Rules are carried out.

(c) The District Secretary

The District Secretary's duties shall be to keep a correct account of all monies received and expended, prepare a yearly Balance Sheet of same, copies of which will be submitted to the members of the Branch through the Annual General Meeting of the Board of Management and to Lodge members through the Lodge Secretary.

The District Secretary shall also cause to be kept a register of members of the Branch under the headings of the respective Lodges to which members belong. The District Secretary shall attend all Board of Management meetings and take minutes of same. The District Secretary shall attend to all correspondence, watch the interests of the members and do everything possible to advance the members' position generally. The District Secretary shall strictly observe the Rules of the District Branch. The District Secretary shall be empowered with the concurrence of the other District Executive Officers to call special meetings of the Board of Management in cases of emergency and shall vote at all meetings of the Board of Management. The District Secretary shall as far as possible, observe that the Rules are carried out by the Branch Lodges and from time to time examine the books and accounts of the District Branch and generally keep themselves acquainted with the financial transactions of the District Branch. The

District Secretary shall prepare and forward to the relevant government authority all returns which may be required by law. The District Secretary shall receive for his or her salary such remuneration as shall be agreed from time to time with the District Branch Board of Management.

(d) The District Assistant Secretary

The District Assistant Secretary's duties, whenever the position is filled, shall be to assist the District Secretary's functions and duties as set out in Rule 8(ii)(c).

The District Assistant Secretary shall, with the co-operation of the District Secretary, carry out the objects of the District Branch and shall as far as possible, ensure that these Rules are carried out.

The District Assistant Secretary shall receive for his or her salary such remuneration as shall be agreed from time to time with the District Branch Board of Management.

(iii) Meetings of the District Branch Executive

- (a) The District President or the District Secretary may convene a meeting of the District Branch Executive at any time by oral or written communication to the other members of the District Branch Executive.
- (b) The District President or District Secretary may allow some or all members of the District Branch Executive to participate in the meeting by telephone or by other means of electronic communication.
- (c) A quorum of any meeting of the District Branch Executive shall be four (4).
- (d) The chairman of any meeting of the District Branch Executive shall have a deliberative but not a casting vote.
- (e) Where matters are due to be decided by the District Branch Executive and an officer cannot be present the officer may record a vote by letter, facsimile, email or other form of written communication.

(iv) Powers of the District Branch Executive

The District Branch Executive shall, subject to the review of their actions by the next ensuing meeting of the Board of Management have the care, control, custody and superintendence, management and administration in all respects of the District Branch. The powers of the District Branch Executive shall include the following:

- (a) To consider and decide upon any application for membership referred to it by the District Branch Secretary or by any Lodge of the District Branch.
- (b) To initiate, manage and control all actions, proceedings, industrial disputes and other matters and to appoint agents, solicitors or counsel to appear for and represent the District Branch or any of its members in any Court or proceedings, legal or otherwise.
- (c) To demand and collect or cause to be collected all levies, subscriptions, fines, fees and dues payable by all members.
- (d) To demand, receive and keep possession of all books and accounts of the District

Branch.

- (e) To demand, or cause to be made, an audit of the books and accounts of the District Branch.
- (f) To engage any employees or other assistance that in its opinion are necessary of the proper carrying on of the District Branch business and to pay such wages, salaries and allowances as it shall deem proper.
- (g) To enter into and make any industrial agreements on behalf of the District Branch and its members subject to the instruction of the Board of Management and members in accordance with these Rules.
- (h) To call the Board of Management together at any time necessary and to call aggregate meetings of the members of the District Branch when necessary.
- (i) To have the powers of the Board of Management as set down in these Rules, with the exception of the power to alter the Rules of the District Branch.
- (j) To submit such matters as may appear to it to be of sufficient importance, to the Board of Management for decision or directly to the members of the District Branch for decision by Ballot.
- (k) All acts of the Executive done in pursuance of the powers granted it by these Rules shall have full force and effect and be of full validity, notwithstanding anything in these Rules, until such acts shall be reversed or altered, or otherwise dealt with by the next ensuing meeting of the Board of Management.

ANNEXURE 2

RESOLUTION 1

*"The MEU WA District Board of Management hereby **ENDORSE** the 'Assistant District Secretary Position' proposed by Justin Parry and supported by the Business Case provided to the Board. The Board is aware of the need to have an orderly transition/handover for the District Secretaries position due to the important issues facing the District going forward, particularly during the 'Just Transition' taking place on the Collie Coal Basin . "*

Moved: Hank Wiltschut Seconded: Kim Praetz Carried

RESOLUTION 2

*"The MEU WA District Board of Management **APPROVE** the proposed Rule amendment for the position of Assistant District Secretary, noting that the position will only be filled while the transition period for the District secretary is occurring. The Board **DIRECTS** the District secretary to engage with the National Office to ensure that the Rule change is implemented as per legal requirements. ¹¹*

Moved: Nathan Rowlands Seconded: Robert Sanford Carried