

ANNUAL RETURNS TO THE CERTIFICATION OFFICER¹

Industrial Relations (Northern Ireland) Order 1992 (as amended)

FORM AR(NI)21 - ANNUAL RETURN FOR A TRADE UNION

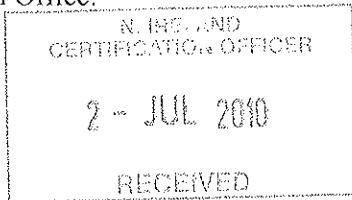
Name of Trade Union:

Year ended:

Ref No:

| |
|-------------------------------------------------------|
| Services, Industrial, Professional & Technical Unions |
| 31st Dec 2009 |
| |

Head or Main Office:



| |
|--------------------------|
| Liberty Hall Dublin 1 |
|--------------------------|

Has the address changed during the year to which the return relates?

| | | | | |
|-----|--------------------------|----|-------------------------------------|-----------------------|
| Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | (Tick as appropriate) |
|-----|--------------------------|----|-------------------------------------|-----------------------|

General Secretary:

| |
|-------------|
| Joe O'Flynn |
|-------------|

Telephone Number and Email Address

| |
|------------|
| 01-8586300 |
|------------|

Contact name for queries regarding the completion of this return:

| |
|---------------|
| Eamon Lawless |
|---------------|

Telephone Number and Email Address

| |
|------------------------------|
| 01-8586329 elawless@siftv.ie |
|------------------------------|

Every trade union having its head of main office outside Northern Ireland has a statutory obligation to provide the Certification Officer with names and addresses of one or more persons resident in Northern Ireland authorised to accept on its behalf service of process and any notices required to be served on it. The Certification Officer has no authority to waive this provision.

NAME OF AUTHORISED PERSON:

NORTHERN IRELAND ADDRESS:

(a) Joe Cunningham

| |
|---------------|
| 3 Antrim Road |
| Belfast |
| BT1 52BE |
| NI Ireland |
| |
| |

(b)

The address to which enquiries, returns and other documents should be sent is:

Northern Ireland Certificate Office for Trade Unions and Employers' Associations
10 - 12 Gordon Street Belfast BT1 2LG. Telephone: 028 9023 7773 Fax: 028 9023 2271
E-mail: info@nicertoffice.org.uk

RETURN OF MEMBERS

(see Notes 8 and 9)

| | NUMBER OF MEMBERS AT THE END OF THE YEAR | | | | |
|--------------|------------------------------------------|------------------|-------------------|-------------------------------------------------|---------|
| | Northern Ireland | Great Britain | Irish Republic | Elsewhere Abroad (including Channel Islands) | TOTALS |
| Male | 1,238 | | 146,526 | | 147,764 |
| Female | 412 | | 96,061 | | 96,473 |
| TOTAL | 1,650 | | 242,587 | | 244,237 |

Total number of members (including Northern Ireland members) above for whom no home or authorised address is held.

Number of Northern Ireland members for whom no home or authorised address is held.

RETURN OF CHANGE OF OFFICERS

(see Note 10)

Please complete the following to record any changes of officers during the twelve months covered by this return and attach as an annex to this form a complete list of all officers in post at the end of the year to which this form relates.

| Title of Office | Name of Officer ceasing to hold office | Name of Officer Appointed | Date |
|-----------------|----------------------------------------|---------------------------|------|
| | | | |
| | | | |
| | <i>No change</i> | | |
| | | | |
| | | | |

State whether the union is:

a. A branch of another trade union?

Yes

No

If yes, state the name:

b. A federation of trade unions?

Yes

No

If yes, state the number of affiliated unions:

and names:

GENERAL FUND
(see Notes 11 to 16)

| | £ | £ |
|------------------------------------------------------------------------|---|-------------------|
| INCOME | | |
| Members: | | |
| Contributions and Subscriptions | | 4,014,168 |
| Other income from members (specify) | | |
| Federations and other bodies (as at page 7) | | |
| Total of other income (as at page 7) | | 520,266 |
| Total Investment income (as at page 19) | | 101,591 |
| | | |
| TOTAL INCOME | | 40,762,025 |
| EXPENDITURE | | |
| Benefits to members (as at page 9) | | 438,894 |
| Administrative expenses (as at page 15) | | 37,075,537 |
| Federations and other bodies - Affiliation fees, grants etc. (specify) | | 741,904 |
| | | |
| TOTAL EXPENDITURE | | 38,756,335 |

SURPLUS (DEFICIT) FOR YEAR 2,005,690

Amount of fund at beginning of year £ 15,876,441

TRANSFER OUT TO PROVIDENT AND EDUCATIONAL FUNDS (1,585,387)

Amount of fund at end of year £ 16,296,744

Total number of members (including Northern Ireland members) contributing to the general fund at end of year 227,545

Number of Northern Ireland members contributing to the General Fund at the end of the year 1,650

General Fund subscription income from Northern Ireland members £ 141,601

**ANALYSIS OF INCOME FROM FEDERATION AND OTHER BODIES AND
OTHER INCOME**
(see Notes 17 and 18)

| DESCRIPTION | AMOUNT | £ |
|------------------------------------|--------------|---------|
| FEDERATION AND OTHER BODIES | | |
| OTHER INCOME | TOTAL | |
| Sundry RECEIPTS | | 520,266 |
| | TOTAL | 520,266 |

**ANALYSIS OF BENEFIT EXPENDITURE
SHOWN AT GENERAL FUND**
(see Notes 19 to 21)

£

£

| | | | |
|---------------------------------------------------|---------|---------------------------------------------------------|--------------------------------|
| Representation - Employment Related Issues | | Education and Training Services | brought forward 938,894 |
| Representation - Non Employment Related Issues | | Negotiated Discount Services | |
| Communications | 105,486 | Salary Costs | |
| Advisory Services | | Other Benefits and Grants (specify) | |
| Dispute Benefits | 833,408 | | |
| Other Cash Payments | | | |
| carried forward | 938,894 | Total (should agree with figure in General Fund) | 938,894 |

| FUND 2 | | Fund Account | |
|---------------------------------------------------------------|--------------------------------|--------------------------|------------------|
| Name: | PROVIDENT AND EDUCATIONAL FUND | £ | £ |
| Income | | | |
| From members | | | |
| Other income (specify) GRANTS | | 163,131 | |
| Investment income (as at page 19) | | 284,661 | |
| OTHER - SUNDRY | | 10,115 | |
| | | Total Income | 457,907 |
| Expenditure | | | |
| Benefits to members | | 421,461 | |
| Administrative expenses and other expenditure (as at page 15) | | 1,685,683 | |
| | | Total Expenditure | 2,107,144 |
| Surplus (Deficit) for the year | | | (1,649,237) |
| Add amount of fund at beginning of year | | | (1,976,586) |
| TRANSFER IN FROM GENERAL FUND | | | 1,585,387 |
| Amount of fund at end of year (as Balance Sheet) | | | (2,040,436) |
| Number of members contributing at end of year | | | |

| FUND 3 | | Fund Account | |
|---------------------------------------------------------------|--------------------------------------------|--------------------------|----------------|
| Name: | PROVIDENT PENSION AND GENERAL PURPOSE FUND | £ | £ |
| Income | | | |
| From members | | | |
| Other income (specify) | | 74,779 | |
| Investment income (as at page 19) | | 28,576 | |
| | | Total Income | 103,355 |
| Expenditure | | | |
| Benefits to members | | - | |
| Administrative expenses and other expenditure (as at page 15) | | 132,974 | |
| | | Total Expenditure | 132,974 |
| Surplus (Deficit) for the year | | | (29,619) |
| Add amount of fund at beginning of year | | | 1,717,136 |
| Amount of fund at end of year (as Balance Sheet) | | | 1,687,517 |
| Number of members contributing at end of year | | | |

(see Notes 24 to 28)

| 4. POLITICAL FUND ACCOUNT | | To be completed by trade unions which maintain their own fund | |
|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|----------|
| | | £ | £ |
| Income | | | |
| | Members contributions & levies | 108,270 | |
| | Investment income (as at page 19) | - | |
| | Other income (specify) | - | |
| Deduct expenditure | | | |
| | Expenditure under Article 57 of the Trade Union and Labour Relations (NI) Order 1995 (specify) AFFILIATION FEES, POLITICAL GRANTS + DONATIONS and CONFERENCES EXPENSES | (182,428) | |
| | Administration expenses in connection with political objects (specify) | | |
| | Non-political expenditure | | (74,158) |
| | Amount of political fund at beginning of year | | 363,948 |
| | Amount of political fund at end of year (as Balance Sheet) | | 289,790 |
| | Number of Northern Ireland members contributing at end of year | | |
| | Political Fund Contribution from Northern Ireland members | | £ |
| | Number of Northern Ireland members at the end of the year who are exempt from contributing to the political fund | | |
| | Number of members outside Northern Ireland who have completed an exemption notice and therefore do not contribute to the political fund | | |

| 5. POLITICAL FUND ACCOUNT | | To be completed by trade unions which act as components of a central trade union | |
|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|---|
| | | £ | £ |
| Income | | | |
| | Contributions and levies collected from members on behalf of the political fund of the central trade union | | |
| | Amount received back from central trade union political fund | | |
| | Other income (specify) | | |
| Deduct expenditure | | | |
| | Expenditure under Article 57 of the Trade Union and Labour Relations (NI) Order 1995 (specify) | | |
| | Administrative expenses in connection with political objects (specify) | | |
| | Non-political expenditure | | |
| | Amount held on behalf of central trade union political fund at beginning of year | | £ |
| | Deduct amount remitted to central trade union political fund | | £ |
| | Amount held on behalf of central trade union political fund (as Balance Sheet) | | |
| | Total Number of Northern Ireland members contributing at end of year | | |
| | Political Fund Contribution from Northern Ireland members | | £ |
| | Number of Northern Ireland members at the end of the year who are exempt from contributing to the political fund | | |
| | Number of Northern Ireland members at the end of the year who are under Northern Ireland law exempt from contributing to the political fund | | |

(see Notes 24 to 28)

| 4. POLITICAL FUND ACCOUNT | | To be completed by trade unions which maintain their own fund | |
|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|----------|
| | | £ | £ |
| Income | | | |
| | Members contributions & levies | 108,270 | |
| | Investment income (as at page 19) | - | |
| | Other income (specify) | - | |
| Deduct expenditure | | | |
| | Expenditure under Article 57 of the Trade Union and Labour Relations (NI) Order 1995 (specify) AFFILIATION FEES, POLITICAL GRANTS + DONATIONS and CONFERENCES EXPENSES | (182,428) | |
| | Administration expenses in connection with political objects (specify) | | |
| | Non-political expenditure | | (74,158) |
| | Amount of political fund at beginning of year | | 363,948 |
| | Amount of political fund at end of year (as Balance Sheet) | | 289,790 |
| | Number of Northern Ireland members contributing at end of year | | |
| | Political Fund Contribution from Northern Ireland members | | £ |
| | Number of Northern Ireland members at the end of the year who are exempt from contributing to the political fund | | |
| | Number of members outside Northern Ireland who have completed an exemption notice and therefore do not contribute to the political fund | | |

| 5. POLITICAL FUND ACCOUNT | | To be completed by trade unions which act as components of a central trade union | |
|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|---|
| | | £ | £ |
| Income | | | |
| | Contributions and levies collected from members on behalf of the political fund of the central trade union | | |
| | Amount received back from central trade union political fund | | |
| | Other income (specify) | | |
| Deduct expenditure | | | |
| | Expenditure under Article 57 of the Trade Union and Labour Relations (NI) Order 1995 (specify) | | |
| | Administrative expenses in connection with political objects (specify) | | |
| | Non-political expenditure | | |
| | Amount held on behalf of central trade union political fund at beginning of year | | £ |
| | Deduct amount remitted to central trade union political fund | | £ |
| | Amount held on behalf of central trade union political fund (as Balance Sheet) | | |
| | Total Number of Northern Ireland members contributing at end of year | | |
| | Political Fund Contribution from Northern Ireland members | | £ |
| | Number of Northern Ireland members at the end of the year who are exempt from contributing to the political fund | | |
| | Number of Northern Ireland members at the end of the year who are under Northern Ireland law exempt from contributing to the political fund | | |

**ANALYSIS OF ADMINISTRATIVE EXPENSES AND OTHER OUTGOINGS EXCLUDING
AMOUNTS CHARGED TO POLITICAL FUND ACCOUNTS 4 OR 5
(see Notes 29 and 30)**

| | £ |
|-----------------------------------------------|------------------------|
| Administrative Expenses | |
| Remuneration and expenses of staff | |
| Salaries and Wages included in above | £ 24,832,974 |
| | 25,295,583 |
| Auditors' fees | 47,500 |
| Legal and Professional fees | 870,703 |
| Occupancy costs | - |
| Stationery, printing, postage, telephone etc. | 1,571,348 |
| Expenses of Executive Committee (Head Office) | 115,994 |
| Expenses of conferences | 1,169,101 |
| Other administrative expenses (specify) | |
| HONORARY EXPENSES | 352,203 |
| BRANCH DEVELOPMENTS | 280,045 |
| TRAVEL | 2,005,596 |
| COMPUTER EQUIPMENT MAINTENANCE | 25,306 |
| AMORTISATION OF CAPITAL GRANT | (58,662) |
| Interest payable: | |
| BANK CHARGES | 84,202 |
| Bank loans (including overdrafts) | |
| Mortgages | |
| Other loans | |
| Depreciation | 982,254 |
| Taxation | |
| Outgoings on land and buildings (specify) | ESTABLISHMENT EXPENSES |
| Other outgoings (specify) | 2,203,030 |
| - PROMOTIONAL + CAMPAIGNING COSTS | 677,818 |
| - ORGANISING EXPENDITURE | 280,794 |
| - STRATEGIC DEVELOPMENT ACTIVITIES | 24,874 |
| - IMPAIRMENT OF INVESTMENTS | 1,018,660 |
| - LOSS ON DISPOSAL OF FIXED ASSETS | 124,347 |
| Charged to: | |
| General Fund (Account) | (page 5) |
| Fund (Account) | |
| Fund (Account) | |
| Fund (Account) | |
| Fund (Account) | |
| | 37,075,537 |

ANALYSIS OF INVESTMENT INCOME
(see Notes 42 and 43)

| Income | Political Fund £ | | Other Fund(s) £ |
|------------------------------------------------|--------------------------------------|---|--------------------|
| Rent from land and buildings | | | 101,591 |
| Dividends (gross) from: | | | |
| Equities (e.g. shares) | | | - |
| Interest (gross) from: | | | |
| Government securities (Gilts) | | | 28,576 |
| Mortgages | | | - |
| Local Authority Bonds | | | - |
| Bank and Building Societies | | | 284,661 |
| Other investment income (specify) | | | - |
| | | + | 414,828 |
| Total investment income | | = | 414,828 |
| Credited to: | | | |
| | General Fund (Account 1) (page 5) | | 101,591 |
| PROVIDENT + EDUCATIONAL FUND | Fund (Account 2) | | 284,661 |
| PROVIDENT PENSION AND GENERAL PURPOSES FUND | Fund (Account 3) | | 28,576 |
| | Fund (Account) | | |
| | Fund (Account) | | |
| | Political Fund (Account 4/5) | | |
| | | | 414,828 |

BALANCE SHEET

as at

31/12/2009

(see Notes 44-46)

| Previous Year | | £ | £ |
|---------------|-------------------------------------------------------------|---|-------------------|
| | Fixed Assets (as at page 23) | | 17,341,978 |
| | Investments (as per analysis on page 25) | | |
| | Quoted (Market value £ 9,283,042) | | 9,199,472 |
| | Unquoted | | 18,812 |
| | Loans to other trade unions | | - |
| | Sundry debtors | | 11,500,460 |
| | Other Assets | | |
| | Cash at bank and in hand | | 10,711,719 |
| | Income tax to be recovered | | - |
| | Stocks of goods | | 2,174 |
| | Others (specify) | | - |
| | | | 48,774,615 |
| | | | 32,743,355 |
| | | | (2,040,436) |
| | | | 1,687,517 |
| | | | - |
| | Superannuation Fund (Account) | | - |
| | Political Fund (Account) | | 289,790 |
| | Revaluation Reserve | | - |
| | Amount held on behalf of central trade union political fund | | - |
| | Loans: From other trade unions | | - |
| | Other loans | | - |
| | Bank overdraft | | - |
| | Tax payable | | 661,131 |
| | Sundry creditors | | 1,675,218 |
| | Accrued expenses | | 2,200,100 |
| | Provisions | | 9,694,122 |
| | Other Liabilities (specify) GRANT RECEIVED | | 1,863,818 |
| | | | 48,774,615 |
| | TOTAL | | 48,774,615 |

FIXED ASSETS ACCOUNT
(see Notes 47 to 51)

| | Land & Buildings | | Furniture and Equipment | Motor Vehicles | Not used for union business | Total |
|----------------------------------------|------------------|-----------|-------------------------|----------------|-----------------------------|------------|
| | Freehold | Leasehold | | | | |
| | £ | £ | £ | £ | £ | £ |
| Cost or Valuation | | | | | | |
| At start of year | 19,687,758 | | 8,704,950 | 1,813,479 | — | 30,206,187 |
| Additions | 108,527 | | 104,552 | 601,235 | — | 814,314 |
| Disposals | — | | — | (757,471) | — | (757,471) |
| Revaluation/Transfers | — | | — | — | — | — |
| At end of year | 19,796,285 | | 8,809,502 | 1,657,243 | — | 30,263,030 |
| Accumulated Depreciation | | | | | | |
| At start of year | 4,146,592 | | 7,189,229 | 659,684 | | 12,310,506 |
| Charges for year | 306,175 | | 402,230 | 273,854 | | 982,259 |
| Disposals | — | | — | — | | — |
| Revaluation/Transfers | — | | — | (371,713) | | (371,713) |
| At end of year | 4,767,767 | | 7,591,459 | 561,825 | | 12,921,052 |
| Net book value at end of year | 15,028,518 | | 1,218,043 | 1,095,418 | | 17,341,978 |
| Net book value at end of previous year | 15,226,166 | | 1,515,721 | 1,153,795 | | 17,895,682 |

ANALYSIS OF INVESTMENTS
(see Note 52)

| QUOTED | | Political Fund £ | Other Funds £ |
|----------|----------------------------------------------|---------------------|------------------|
| | Equities (e.g. Shares) | | 1,912,970 |
| | Government Securities (Gilts) | | 2,430,574 |
| | Other quoted securities (to be specified) | | 3,951,906 |
| | <i>PENSION CASH FUND</i> | | 904,022 |
| | <i>IRELAND FIXED INTEREST</i> | | |
| | TOTAL QUOTED (as Balance Sheet) | | 9,199,472 |
| | Market Value of Quoted Investments | | 9,283,042 |
| UNQUOTED | Equities | | - |
| | Government Securities (Gilts) | | - |
| | Mortgages | | - |
| | Bank and Building Societies | | - |
| | Other unquoted investments (to be specified) | | 18,812 |
| | TOTAL UNQUOTED (as Balance Sheet) | | 18,812 |
| | Market Value of Unquoted Investments | | 18,812 |

NOTES TO THE ACCOUNTS
(see Notes 53 and 54)

All notes to the accounts must be entered on or attached to this part of the return.

SEE page 12-18 of the Financial Statements
attached

ACCOUNTING POLICIES
(see Notes 55 and 56)

See page 12-13 of the Financial Statements
Attached.

SIGNATURES TO THE ANNUAL RETURN

(see Notes 57 and 58)

including the accounts and balance sheet contained in the return.

| | |
|------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| Secretary's Signature: <u>Joe O'Flynn</u> Name: <u>JOE O'FLYNN</u> Date: <u>9/6/2010</u> | Chairman's Signature: <u>Jack O'Connor</u> (or other official whose position should be stated) Name: <u>JACK O'CONNOR</u> Date: <u>9/6/2010</u> |
|------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|

CHECK LIST
(see Notes 59 and 60)
(please tick as appropriate)

| | | |
|---------------------------------------------------------------------|-----------------------------------------|-----------------------------------------------|
| HAVE THE ACCOUNTING POLICIES BEEN EXPLAINED (see Note 56) | YES <input checked="" type="checkbox"/> | NO |
| HAS THE RETURN BEEN SIGNED? (see Note 57) | YES <input checked="" type="checkbox"/> | NO |
| HAS THE AUDITOR'S REPORT BEEN COMPLETED (see Note 58) | YES <input checked="" type="checkbox"/> | NO |
| IS A RULE BOOK ENCLOSED? (see Note 59) | YES <input checked="" type="checkbox"/> | NO |
| A MEMBER'S STATEMENT IS: (see Note 60) | ENCLOSED | TO FOLLOW <input checked="" type="checkbox"/> |
| IS THE RETURN OF OFFICERS ATTACHED (see page 3) | YES <input checked="" type="checkbox"/> | NO |
| HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED (see page 3) | YES <input checked="" type="checkbox"/> | NO |
| HAS THE CONSOLIDATION SUMMARY BEEN COMPLETED (see page 34). | YES <input checked="" type="checkbox"/> | NO |

For trade unions with their head or main office outside Northern Ireland

| | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|----|
| Has the Northern Ireland Resident name and address been provided - only for trade unions with their head or main office outside Northern Ireland - Page 1 and note 60b. | YES <input checked="" type="checkbox"/> | NO |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|----|

If any of the answers given in the Checklist is no, or if the member's statement is not enclosed, please comment?

Audited accounts for the year ended 31st Dec 2009 to be presented at the Union's Biennial Conference.

John Jordan
Signed

01-2586329
Contact Telephone Number

SUMMARY SHEET

| | All funds except Political Funds £ | Political Funds £ | Total Funds £ |
|----------------------------------------------------------------------|------------------------------------------|--------------------------|---------------------|
| INCOME | | | |
| From Members | 40,214,947 | 108,270 | 40,323,217 |
| From Investments | 414,828 | - | 414,828 |
| Other Income (including increases by revaluation of assets) | 693,512 | - | 693,512 |
| Total Income | 41,323,287 | 108,270 | 41,431,557 |
| EXPENDITURE (including decreases by revaluation of assets) | | | |
| Total Expenditure | 40,996,453 | 182,428 | 41,178,881 |
| Funds at beginning of year (including reserves) | 32,063,602 | 363,948 | 32,427,550 |
| Funds at end of year (including reserves) | 32,390,436 | 289,790 | 32,680,226 |
| ASSETS | | | |
| | Fixed Assets | | 17,341,978 |
| | Investment Assets | | 9,218,284 |
| | Other Assets | | 22,214,353 |
| | | Total Assets | 48,774,615 |
| LIABILITIES | | Total Liabilities | (16,094,389) |
| NET ASSETS (Total Assets less Total Liabilities) | | | 32,680,226 |