



D . A . M . E . C

Drug and Alcohol Multicultural Education Centre

# Twenty first Annual Report

2009-2010

Drug and Alcohol Multicultural  
Education Centre



# Contents

Chairpersons Report	4
Managers Report	5
Activity Report	6
Audited Financial Statement	15
DAMEC Board	29
DAMEC Staff	29



DAMEC is an initiative wholly funded by the  
NSW Department of Health

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# Chairperson's Annual Report

It was with some trepidation that I agreed to act as Chairperson when Professor Copeland sought leave from the Board, but as Professor Copeland had assured me, there was really nothing to worry about. DAMEC is a highly professional organisation with a great track record of delivering quality services to CALD communities.

2010 presented DAMEC with an opportunity to review its strategic directions and develop new projects and work areas. Much of the work DAMEC continues to do seem well received and identified as a need within the community. However, what DAMEC did identify was a lack of cohesion within the two sites. Many respondents knew of DAMEC's research and project work but not its counselling service, many knew of counselling but not research and project. It is a key outcome of the next strategic plan to try and reduce this separation.

2010 saw the completion of several projects including the research into CALD clients accessing AOD and mental health services with cannabis issues. This research gave an insight into the treatment access map that CALD clients use when accessing services. Predominately these clients are finding there way to help through friends, relatives and word of mouth. It shows how much more promotion work we still have to do as a sector.

I have found the work DAMEC is doing in the accreditation process both engaging and thought provoking. I have enjoyed providing input in the development of assessment and case management tools for the counselling service and being consulted on ensuring DAMEC's counselling services are providing quality care.

I have been impressed in the development of DAMEC's counselling services through the Commonwealth funding (NGO TGP). It provides Bilingual counselors that work specifically with targeted communities. DAMEC's continual development as a highly creditable and professional counselling service for CALD communities has been pleasing.

I would like to thank Kelvin and his team for an exceptionally productive year. Our staff stay pretty stable which too me is a good indication of sound human resource processes. I acknowledge the support I continually receive from my fellow Board members. They are skilled professionals from a range of sectors of service who guide DAMEC in its important work. DAMEC will be making a significant contribution to the clinical knowledgebase in alcohol and other drug service delivery to CALD communities and we look forward to the next 12 months of achievement.

Graeme Pringle  
Acting Chairperson

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# CEO's Report

DAMEC has continued to provide an invaluable resource for the sector with CALD communities. DAMEC's work continues to be recognised locally and internationally and the counselling service has gone from strength to strength. This year marked the development of a new Strategic Plan for the Association. The Strategic Plan identified many of the areas that DAMEC has achieved but also many of the areas DAMEC needs to develop further.

The consultation process associated with the Strategic Plan identified for DAMEC the lack of planned and comprehensive promotional type activities. Many respondents identified awareness of one type of DAMEC activity but not the comprehensive list of services we provide. Also the very important work DAMEC is undertaking may not be reaching as wide an audience as needed. In the next three years DAMEC will need to address these issues.

The Counselling service continues to grow and develop. Identified within the Strategic Plan was the ongoing importance of providing culturally sensitive and professional competent treatment services. DAMEC's counselling staff are exemplary in the conduct of these services for a very vulnerable client group. DAMEC's counselling team led by Max Brettargh is continuing the adaption of treatment models that are sensitive and culturally appropriate to CALD communities.

Many projects this year were finalised after three or four years. This included the ATS Project, the Vietnamese Project and the Cannabis Research. The finalizations of these projects have allowed DAMEC staff to set new agendas and new projects. An exciting initiative will be the development of CALD reference groups that can quickly provide feedback on the community impacts of issues.

DAMEC has commenced research with Involuntary Treatment Unit in Sydney's West. This has been a good example of the development of a partnership with an Area Health service. Hopefully, this research may highlight some of the needs of CALD communities needing access to treatment.

DAMEC also has as a priority for 2011/12 in looking for new premises. This may take several months if not years as DAMEC is specifically looking for premises that can combine both the counselling service and other DAMEC activities. This would provide a great learning opportunity for all staff.

I would like to thank the DAMEC Board for all the support they have shown me in this position and the guidance through some difficult times. The DAMEC staff have all provided a great deal of support and conduct their activities in a committed and professional manner. I could not ask for a better team.

As another year passes, I look where DAMEC has come from to where it is now and it is a testament to staff and Board members committed to a vision of providing AOD service to CALD communities.

**Kelvin Chambers**  
CEO

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## DAMEC Mission

Reduce the harm associated with the use of alcohol and other drugs within culturally and linguistically diverse (CALD) communities in New South Wales.

## DAMEC Objectives

Working within a multi-sectoral framework DAMEC will have over the life of the plan:

- ⇒ Provided through leadership and high level policy and programs advocacy to ensure that the needs of CALD communities in the AOD area are understood and responded to;
- ⇒ Increased the level of understanding of AOD issues in CALD communities so that there is a framework for the consideration of and response to AOD issues;
- ⇒ Increased the level of community capacity to undertake initiatives to reduce the harm associated with the use of alcohol and other drugs;
- ⇒ Resourced the AOD sector to enable the acquisition of cultural competence through greater knowledge, service delivery skills and understanding of AOD issues in CALD communities to information on alcohol and other drugs; and
- ⇒ Increased the level of access of CALD communities to AOD services.
- ⇒ Provide an outpatient counselling service to assist CALD reduce Alcohol & other Drug use

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***Provided through leadership and high level policy and programs advocacy to ensure that the needs of CALD communities in the AOD area are understood and responded to;***

### **NSW Dug Council**

DAMEC continues to be represented at the NSW Alcohol and other Drugs Program Council. DAMEC has contributed to significant debate throughout the year ensuring the needs of CALD communities continue to be advocated to the Department of Health. DAMEC also co-chairs the Health Promotion Subcommittee of the council. The work has been significant and a new Strategic Plan has been developed proposing the way forward for NSW Health in regard to health promotion and prevention work. The strategies for CALD communities were considerable in this plan, with clearly articulated aims and objectives with identified CALD performance measures.

### **NADA**

DAMEC is represented with the NADA Health Promotion Sub committee. DAMEC has provided input onto collective responses on the National Health Reform consultation, the NSW Health Drug and Alcohol Health Promotion Plan and various other submission. DAMEC continues to ensure that CALD issues are responded and action where appropriate.

### **Submissions**

During this financial year DAMEC lodged submissions to three government consultation processes. These were the National Preventative Health Taskforce discussion paper (with alcohol & tobacco focus), the NSW Health Co morbidity Guidelines consultation and the Federal government's review of Access to Allied Psychological Services (ATAPS). DAMEC's submissions advocated for the inclusion of CALD where this was absent, and advocacy for the issues for consultation to encompass the needs and experiences of people from CALD backgrounds dealing with AOD issues. DAMEC's work was positively received with most of our propositions accepted.

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***Increased the level of understanding of AOD issues in CALD communities so that there is a framework for the consideration of and response to AOD issues;***

**The cannabis use and co-existing mental health issues in culturally and linguistically diverse (CALD) communities research project**

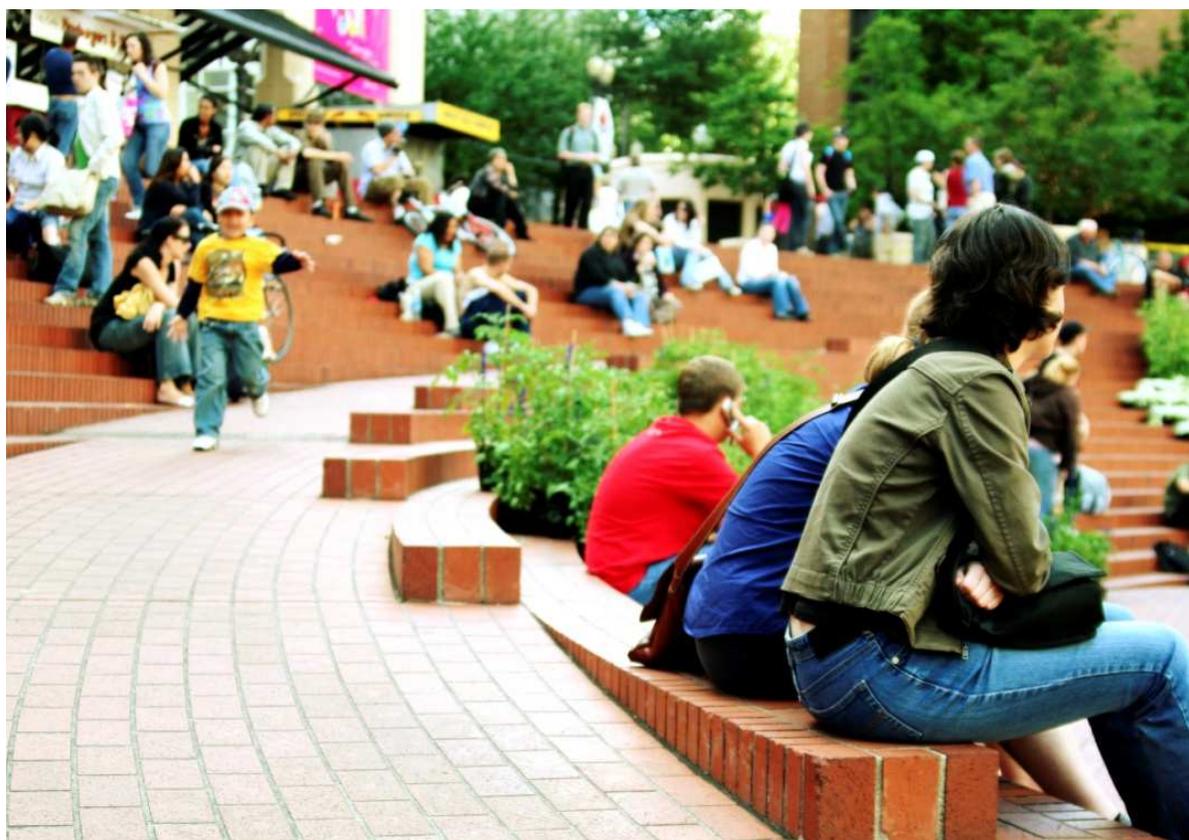
In this research, the dominant constructions of mental illness in NSW were examined particularly in the context of the effects these constructions may have on CALD populations accessing help. The experiences of clients from a CALD background with co-existing cannabis use and mental health issues in accessing appropriate and specialist care were qualitatively examined along with the pathways to specialist mental health and/or AOD treatment for CALD clients with co-existing cannabis use and a range of mental health issues. The degree to which being from a CALD background influences the time and pathways taken to specialist care was examined as well as the levels of engagement by those from a CALD background with mental health and AOD treatment services. This was compared with the general community, and any impact this has on individuals and families dealing with co-existing issues was explored. Interviews with clients were used to map the pathways to AOD and mental health services, and the range of experiences of CALD clients in accessing appropriate and timely treatment for co-existing mental health and cannabis use issues was explored. Largely, the aim was to identify particular access and equity issues for CALD clients in accessing appropriate and timely treatment and to develop recommendations focused on improving access and quality of care for people from a CALD background who have co-existing mental health and cannabis use issues.

In speaking with clients and workers in AOD and mental health services, key themes emerged from their experiences. There was heterogeneity in the ways the clients narrated co-existing substance use and mental health issues, with some clients attributing their mental health issues to cannabis use, while other spoke of their substance use in general, and cannabis use in particular, as helping to ameliorate depression. When clients spoke about their experiences with mental health and drug and alcohol services, they often engaged the language of therapy, and in particular the language surrounding cognitive behavioural therapy (CBT) and Alcoholics and Narcotics Anonymous (AA/NA). Workers suggested that for some culturally and linguistically diverse communities, the CBT and AA/NA models need to be augmented with approaches that take account of the individual cultural and family background from which the clients come, including for example, the spiritual aspects of the individual client's experiences with substance use and mental health issues. In the narratives too of both the clients and workers, many understandings of mental health and substance use issues were revealed. In some ways, these narratives point towards the social construction of these issues and the need for a flexible and individualised approach when engaging with the language and modes of therapy. The complex interaction of family and culture was described by many of the CALD self-identifying clients, and a great diversity was apparent in these narratives. On the one hand, for example, some CALD clients viewed their families as great supports in their managing mental health and substance use issues, while others pre-

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ferred to keep their families at a distance pending their own recovery.

In almost all the clients' narratives, a form of crisis had brought them both to services initially, and the service they were currently attending. The interconnectedness of all of the elements of these situations, including housing, family and sometimes contact with the criminal justice system, was described in the experiences of the clients and workers alike. In some ways too, this interconnectedness had had an effect on the ways in which the clients had experienced service access, particularly as the clients narrated their individual agency in getting help with their substance use and mental health issues. Cultural and linguistic diversity also appeared to have an influence on which services the clients in this study accessed, with substantially fewer attending residential rehabilitation services when compared with non-CALD self-identifying clients.



Many of the workers and clients identified issues around organisational structures and practices that both assisted and impeded clients in getting help for their substance use and mental health issues. The valuable input of individual workers was contrasted in these narratives with service separation and challenges in system access, particularly for CALD clients. In some ways too, the perception of accommodating cultural and linguistic diversity had an effect on how services were delivered. In the experiences of some participants, accommodation of diversity took place as a result of individuals subverting the system (or bending the rules), while in others' experiences, diversity was accommodated by putting the system to work, in the case of using interpreters for example. Yet others saw the accommodation of cultural and linguistic diversity in an informed navigation of the system at large. The accommodation of cultural and linguistic diversity was, in the experiences of the clients,

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worked towards when practitioners had flexible and sensitive approaches. In combination with empathy, and the fostering of coping skills, many clients in this study reported feeling included.

## ***Resourced the AOD sector to enable the acquisition of cultural competence through greater knowledge, service delivery skills and understanding of AOD issues in CALD communities to information on alcohol and other drugs***

### **ATS Project**

In 2008 the Drug and Alcohol Multicultural Education Centre (DAMEC) received funding under the Australian Government Department of Health and Ageing's Amphetamine-Type Stimulants (ATS) Grants Program. The funding received was to develop informational resources for ATS users from Vietnamese, Filipino, and Arabic-speaking backgrounds, and to improve access to early intervention services for the target groups. Feedback from consultations revealed that there was a lack of access to information, rather than a lack of produced information. As such the project designed an information portal available on USB wrist bands and online to make current information more accessible to the target groups.

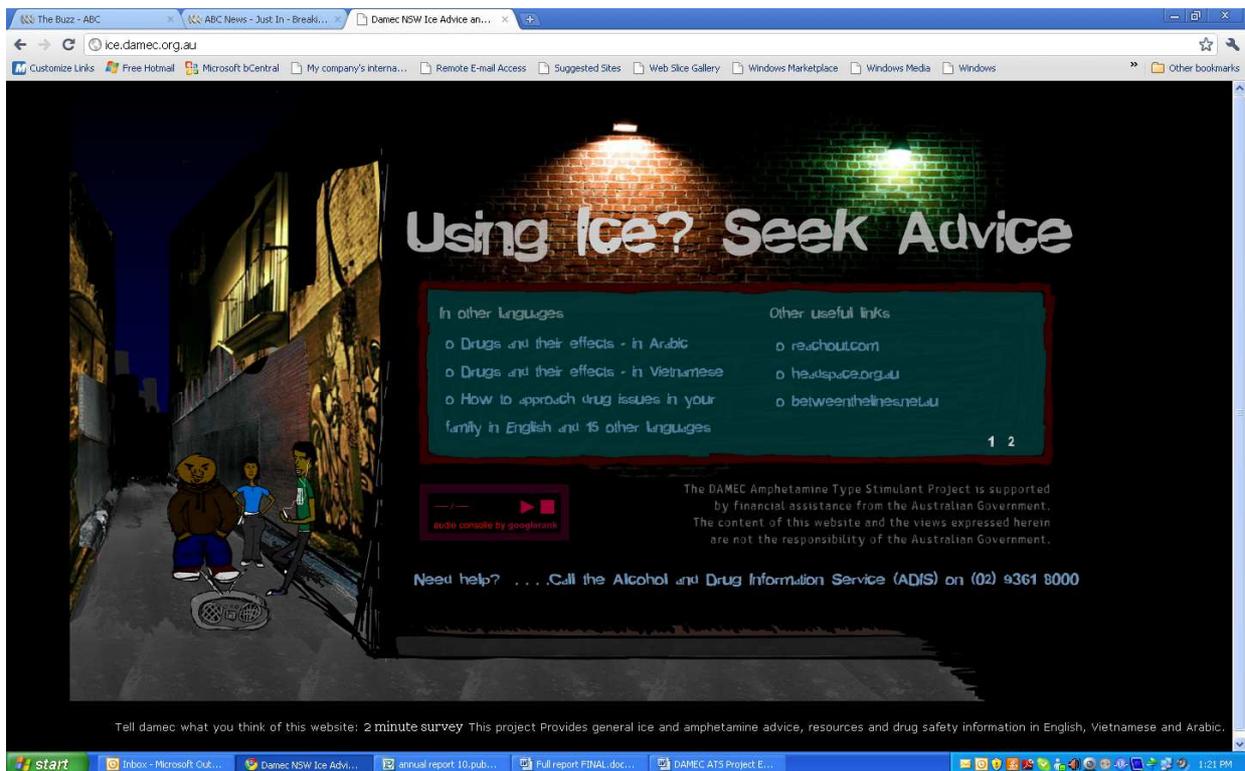
The project outputs were produced through a consultative process with key stakeholders. The first consultation stage was to identify the information needs of amphetamines users. From these consultations the key recommendations for resource development were: that the resource provides a range of amphetamine related information, be something people can pass onto their peers, be available online, be short, simple and avoid jargon, include translated information and target young people. All of these recommendations were adhered to in the final resource design. Challenges in accessing amphetamines users, not providing an appropriate incentive and difficult timing resulted in limited input from the target group themselves, i.e. ATS users.

The second stage of consultations was to focus test the resource type, content, features and design. Seven focus groups with young people and workers from each of the three target communities were conducted, with some of the limitations of the initial consultation being improved. Project decisions informed by the focus testing included: producing USB wrist bands with information presented via a graphically attractive website that would also be available online, and the creation of the slogan "Using Ice? Seek Advice". A prototype of the draft information portal was not focus tested, this being a limitation given the consultative approach of the project. The information portal is graphically designed to appeal to young people, includes interactive features (three music tracks and hidden animation) and is simple

without too much information (one page format with scrolling text and selected links). The design of the portal clearly reflects the feedback given from the initial consultations and focus group testing.

The project had a number of unintended outcomes increasing the potential impact of the resources. Specifically, the creation of an online resource as well as the USB wristband increases the reach and longevity of the project outcomes, with the design and content features meaning that it will also benefit a broader audience beyond the project's target groups. Also, agencies expressing interest in paying for USB wrist bands for their own dissemination will increase the production number. These unintended outcomes are particularly significant for the increased success of the project given they mitigate the limiting cost of the USB wrist bands.

In conclusion, the ATS project has designed a physical and online resource that will increase the accessibility of ATS information to amphetamines users from Filipino, Vietnamese and Arabic-speaking background, as well as a broader online audience. The actual reach of the project is yet to be evaluated as, at the time of this evaluation, the information portal and slogan were awaiting final approval before going into production and dissemination.



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## ***Provide an outpatient counselling service to assist CALD reduce Alcohol & other Drug use.***

At time of this report, the five funding streams for the DAMEC counselling service are the Commonwealth Improved services grants, NGO treatment grants project (TGP) NSW Health Carers for people with disabilities Non-Government Organisation Grant Program a one-off grant for a support program for Isolated Vietnamese women carers and the core funding from NSW Health MHDAO.

The Commonwealth Improved services grant is reported on 6 monthly basis with the next report due in January 2011. The last report noted the developing links between the counselling service and SSWAHS mental health services and Psychiatric Rehabilitation Australia (PRA). Also reported on are staff development and training activities for the counselling team including the awarding of a scholarship for the Diploma in Mental Health, the resumption of a diploma in social health and training for all staff in Single session work with families run by the Bouverie Institute.

The August report for NGO TGP included the meeting of weekly caseload targets for bilingual counsellors, the numbers of clients who speak Vietnamese & Arabic languages, bilingual support for family members, interagency meetings, and community development activities. Immediately after that report was submitted an additional bilingual counsellor was employed on an 11 month contract enabling the service to augment this work in other languages including Mandarin, Cantonese, Teo Chew and Khmer. The projects funded under this agreement were evaluated internally in June this year.

The family and carers project saw the recruitment of a full time position in August with a number of specific groups and partnerships being developed at time of this report. An MOU has been negotiated with the Hub Community Health Centre in Miller and the family group program started there on Friday 29<sup>th</sup> of November and will continue to run on Fridays at that venue along with Arabic and Vietnamese counselling and health promotion.

A significant proportion of the Vietnamese women carers funding is allocated for a project worker on two dedicated days a week targeting this population. The Bilingual counsellor has provided a number of community information sessions to this group and some individual counselling since commencing on this project in September. All family focussed activities included in the family and carers projects are being evaluated externally. Initial consultation with the evaluators took place in October. The statistical report to the NSW and commonwealth governments indicated 127 completed treatment episodes and the service maintains a population of 100-120 individuals reportable as in treatment at any time throughout the year



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**DRUG AND ALCOHOL MULTICULTURAL EDUCATION  
CENTRE INC.  
ABN 44 792 123 447**

**FINANCIAL REPORT  
FOR THE YEAR ENDED  
30 JUNE 2010**

**Liability limited by a scheme approved under  
Professional Standards Legislation**

*02/11/10*



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## INDEPENDENT AUDIT REPORT

### TO THE MEMBERS OF DRUG AND ALCOHOL MULTICULTURAL EDUCATION CENTRE INCORPORATED

We have audited the financial report, being a special purpose financial report, of **DRUG & ALCOHOL MULTICULTURAL EDUCATION CENTRE INCORPORATED** which comprises the Balance Sheet as at **30 June 2010**, the Income statement for the year ended **30 June 2010** and notes to the accounts.

The committee is responsible for the preparation and presentation of the financial statements and the information they contain and has determined that the accounting policies used and described in Note 1 to the financial statements which form part of the financial report are appropriate to meet the requirements of the Associations Incorporations Act (NSW) 1984 and are appropriate to meet the needs of the members.

We have conducted an independent audit of this financial report in order to express an opinion to the members of the **DRUG & ALCOHOL MULTICULTURAL EDUCATION CENTRE INCORPORATED** on the preparation and presentation thereof.

The financial report has been prepared for the members of the **DRUG & ALCOHOL MULTICULTURAL EDUCATION CENTRE INCORPORATED**. We disclaim any assumption of responsibility, for any reliance on this report or on the financial statements prepared to any person other than the members of the **DRUG & ALCOHOL MULTICULTURAL EDUCATION CENTRE INCORPORATED**, or for any purpose other than for which it was prepared.

Our audit has been conducted in accordance with Australian Auditing Standards. Our procedures include examination, on a test basis, of evidence supporting the amounts and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial statements are presented fairly in accordance with Australian accounting concepts and standards.

The audit opinion expressed in this report has been formed on the above basis.

#### AUDIT OPINION

In my opinion the accompanying Financial Statements of the **DRUG & ALCOHOL MULTICULTURAL EDUCATION CENTRE INCORPORATED**, which have been prepared under the historical Cost convention are properly drawn up:-

- a) So as to give a true and fair view of the state of affairs of the Centre as at **30 June 2010** and of the results of the Centre for the year ended on that date; and
- b) Are in accordance with Statements of Accounting Concepts and Applicable Accounting Standards.

*E. Chahoud 13/10/10*  
E. CHAHOUD CPA Reg No. 841305



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approved under the Professional  
Standards Legislation

**DRUG AND ALCOHOL MULTICULTURAL EDUCATION  
CENTRE INC.  
ABN 44 782 123 447**

**BALANCE SHEET  
AS AT 30 JUNE 2010**

	2010 \$	2009 \$
<b>MEMBERS' FUNDS</b>		
Accumulated Surplus	282,823	278,404
<b>TOTAL ACCUMULATED FUNDS</b>	<b>282,823</b>	<b>278,404</b>
Represented by:		
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Petty Cash	750	750
Westpac Grant a/c 032 023 17-9601	388	781
Westpac Cash Management a/c 032 023 22 9164	102,337	252,224
Westpac Cash Management a/c 032 023 21 8608	58,942	58,908
Westpac cheque a/c 032 023 22 9146	73,549	44,720
Westpac cheque a/c 032 023 22 9182	15,550	309
Westpac Debit Card a/c 032 023 24 2500	2,878	2,200
Sundry Debtors	382	-
Trade Debtors	44,000	31,984
Input Tax Credits	10,388	48,704
<b>TOTAL CURRENT ASSETS</b>	<b>309,264</b>	<b>440,808</b>
<b>NON CURRENT ASSETS</b>		
<b>Fixed Assets</b>		
Office Equipment at Cost	99,946	99,317
Less: Accumulated Depreciation	(59,091)	(46,886)
	40,855	52,432
Furniture & Fittings	45,984	45,984
Less: Accumulated Depreciation	(25,310)	(12,845)
	20,674	33,139
Office Renovation at Cost	6,929	6,929
Less: Accumulated Depreciation	(6,929)	-
	-	6,929
<b>Total Fixed Assets</b>	<b>61,509</b>	<b>92,600</b>
<b>TOTAL NON CURRENT ASSETS</b>	<b>61,509</b>	<b>92,600</b>
<b>TOTAL ASSETS</b>	<b>370,783</b>	<b>533,288</b>

**DRUG AND ALCOHOL MULTICULTURAL EDUCATION  
CENTRE INC.  
ABN 44 792 123 447**

**BALANCE SHEET  
AS AT 30 JUNE 2010**

	2010 \$	2009 \$
<b>LIABILITIES</b>		
<b>CURRENT LIABILITIES</b>		
Sundry Creditors	4,032	2,940
Trade Creditors	-	5,948
Other Creditors	-	9,351
Superannuation Payable	8,198	9,698
PAYG Withheld	8,868	77,180
GST Payable	18,293	68,085
Accrued Charges	-	39,790
<b>TOTAL CURRENT LIABILITIES</b>	<u>35,185</u>	<u>213,002</u>
<b>NON CURRENT LIABILITIES</b>		
Employee Entitlements	<u>72,955</u>	<u>41,882</u>
<b>TOTAL NON CURRENT LIABILITIES</b>	<u>72,955</u>	<u>41,882</u>
<b>TOTAL LIABILITIES</b>	<u>108,140</u>	<u>254,884</u>
<b>NET ASSETS</b>	<u>262,823</u>	<u>278,404</u>

**DRUG AND ALCOHOL MULTICULTURAL EDUCATION  
CENTRE INC.  
ABN 44 792 123 447**

**INCOME STATEMENT  
FOR THE YEAR ENDED 30 JUNE 2010**

	Note	2010 \$	2009 \$
<b>INCOME</b>			
<b>OTHER INCOME</b>			
Interest Received		4,822	15,035
Income from Administration, Convergence Training & NADA		32,585	49,849
Grants		1,029,306	1,175,488
Profit on Sale of Non-current Assets		11,603	7,740
Gross profit from rental operations		-	68,342
		<u>1,078,316</u>	<u>1,316,454</u>

The accompanying notes form part of these financial statements.

**DRUG AND ALCOHOL MULTICULTURAL EDUCATION  
CENTRE INC.  
ABN 44 792 123 447**

**INCOME STATEMENT  
FOR THE YEAR ENDED 30 JUNE 2010**

	Note	2010 \$	2009 \$
<b>EXPENDITURE</b>			
Auditing Fees		7,636	3,000
Accountancy Fees		3,980	(811)
Advertising		3,833	5,158
Annual Lunch		1,256	479
Administration Expenses		12,898	-
Bank Charges		1,922	1,556
Backfill Sessionals		7,100	-
Creating		12,471	14,547
Conference		2,866	6,136
Computer Expenses		27,778	36,894
Counselling Expenses		510	22,303
Electricity		14,086	9,758
Holiday Pay		5,975	-
Insurance		6,752	47,863
Leasing Charges		14,706	21,162
Library Items		-	390
Minor Asset Purchase		153	-
Long Service Leave		25,008	-
Minor Asset Purchases		-	16,223
Moving Expense		-	517
Motor Vehicle Expenses		83,528	98,391
Postage		1,187	1,768
Printing & Stationery		2,815	6,634
Project Evaluation		-	13,115
Project Expenses		16,547	30,023
Project Expense - African		500	2,149
Project Expense - Vietnamese		1,100	13,836
Petty Cash - Cease - Smoke		-	350
Research Project Expense		8,881	3,652
Resource Expense		4,086	474
Rent		113,727	172,469
Repairs & Maintenance		4,887	4,197
Salaries & Wages		748,059	780,073
Security Costs		1,232	1,321
Staff Amenities		6,721	22,272
Staff Training		17,912	4,912
Publication & Subscriptions		1,525	766
Superannuation Contributions		88,814	58,184

The accompanying notes form part of these financial statements.

**DRUG AND ALCOHOL MULTICULTURAL EDUCATION  
CENTRE INC.  
ABN 44 792 123 447**

**INCOME STATEMENT  
FOR THE YEAR ENDED 30 JUNE 2010**

	Note	2010 \$	2009 \$
Telephone & Internet Charges		21,020	84,245
Travelling Expenses		6,052	18,858
Travelling Allowance		1,137	2,040
Translation Service		105	-
Payfinc Fees		3,144	3,168
Workers Compensation Insurance		15,644	-
		<u>1,252,828</u>	<u>1,467,523</u>
Loss before income tax		(174,512)	(161,069)
<b>Loss for the year</b>		<b>(174,512)</b>	<b>(161,069)</b>
Retained earnings at the beginning of the financial year		278,404	429,473
Write back of GST/PAYG withholding obligations		190,531	-
Assets Write back to Reflect Current Valuation		(31,800)	-
<b>Retained earnings at the end of the financial year</b>		<b>282,623</b>	<b>278,404</b>

The accompanying notes form part of these financial statements.

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**DRUG AND ALCOHOL MULTICULTURAL EDUCATION  
CENTRE INC.  
ABN 44 792 123 447**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2010**

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**1 Statement of Significant Accounting Policies**

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations (Incorporation Act NSW). The committee has determined that the association is not a reporting entity.

The financial report has been prepared on an accruals basis and is based on historic costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report.

**Income Tax**

The Association is exempt from income tax under 823(e) and therefore no provision for tax is required.

**Property, Plant and Equipment (PPE)**

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation.

The depreciable amount of all PPE is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

Leasehold improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

**Provisions**

Provisions are recognised when the association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions recognised represent the best estimate of the amounts required to settle the obligation at reporting date.

**Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities on the balance sheet.

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**DRUG AND ALCOHOL MULTICULTURAL EDUCATION  
CENTRE INC.  
ABN 44 792 123 447**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2010**

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**Revenue and Other Income**

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. Any consideration deferred is treated as the provision of finance and is discounted at a rate of interest that is generally accepted in the market for similar arrangements. The difference between the amount initially recognised and the amount ultimately received is interest revenue.

Interest revenue is recognised using the effective interest rate method, which for floating rate financial assets is the rate inherent in the instrument.

Revenue recognition relating to the provision of services is determined with reference to the stage of completion of the transaction at reporting date and where outcome of the contract can be estimated reliably. Stage of completion is determined with reference to the services performed to date as a percentage of total anticipated services to be performed. Where the outcome cannot be estimated reliably, revenue is recognised only to the extent that related expenditure is recoverable.

All revenue is stated net of the amount of goods and services tax (GST).

**Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the balance sheet are shown inclusive of GST.

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**DRUG AND ALCOHOL MULTICULTURAL EDUCATION  
CENTRE INC.  
ABN 44 792 123 447**

**STATEMENT BY MEMBERS OF THE COMMITTEE**

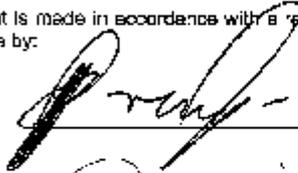
The committee has determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the committee the financial statements as set out on pages 1 to 9:

1. Presents a true and fair view of the financial position of Drug and Alcohol Multicultural Education Centre Inc. as at 30 June 2010 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that Drug and Alcohol Multicultural Education Centre Inc. will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:

President:



Treasurer:



Dated this day of

**COMPILATION REPORT  
TO DRUG AND ALCOHOL MULTICULTURAL EDUCATION  
CENTRE INC.  
ABN 44 792 123 447**

**The responsibility of the committee**

The committee is responsible for the information contained in the special purpose financial report and has determined that the significant accounting policies adopted as set out in Note 1 to the financial statements are appropriate to meet the needs of members.

We have compiled the accompanying special purpose financial statements of Drug and Alcohol Multicultural Education Centre Inc. which comprise the balance sheet as at 30 June 2010, profit and loss statement for the year then ended, a summary of significant accounting policies and other explanatory notes.

The specific purpose for which the special purpose financial statements have been prepared is to provide financial information to the committee of management.

**The responsibility of the committee of management**

The Committee of Management is solely responsible for the information contained in the special purpose financial statements and has determined that the basis of accounting adopted is appropriate to meet the needs of the committee of management for the purpose of complying with the association's constitution.

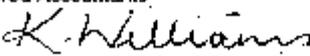
**Our responsibility**

On the basis of information provided by the committee of management we have compiled the accompanying special purpose financial statements in accordance with the significant accounting policies adopted as set out in Note 1 to the financial statements and APES 315: Compilation of Financial Information.

Our procedures use accounting expertise to collect, classify and summarise the financial information, which the Committee of Management provided, in compiling the financial statements. Our procedures do not include verification or validation of procedures. No audit or review has been performed and accordingly no assurance is expressed.

The special purpose financial statements were compiled exclusively for the benefit of the committee of management. We do not accept responsibility to any other person for the contents of the special purpose financial statements.

**Name of Firm:** GK Plus Co Accountants Pty Ltd  
Chartered Accountants

  
\_\_\_\_\_

Kerry Williams

**Address:** Level 1, 130 Waldron Road, Chester Hill NSW 2162

**Dated this** 12<sup>th</sup> day of September, 2010



Edward D. Chahoud  
is a CPA Practice

*Edward D. Chahoud* F.P.A., CPA  
CERTIFIED PRACTISING ACCOUNTANT

ABN 28 958 252 950

468 BURWOOD ROAD  
BELMORE, N.S.W. 2192

TELEPHONE: (02) 9759 4676  
FACSIMILE: (02) 9759 4676

EMAIL: edwardchahoud@bigpond.com

13 October 2010

NSW Department of Health  
NGO Grants Officer  
Locked Mail Bag 961  
North Sydney NSW 2059

### AUDIT CERTIFICATE

**SPONSOR** : Drug & Alcohol Multicultural Education Centre Inc.

**PROJECT NAME** : Primary & Community Based Services (Drug & Alcohol) Program  
And  
Primary & Community Based Services ( Carers ) Program

**PROJECT No.** : CORE (Drug & Alcohol) 06 / 6324  
and  
CORE ( Carers ) H10 / 21933

**PERIOD** : 1<sup>st</sup> July 2009 to 30 June 2010

**CONTRACT PRICE:** \$ 561,400.00 ( GST Exclusive ) for (Drug & Alcohol) 06 / 6324  
\$ 84,000.00 ( GST Exclusive ) for ( Carers ) H10 / 21933

I have audited the accounts relating to the above project for the grant period  
1<sup>st</sup> July, 2009 to 30 June 2010 and have received from the sponsor  
all the information and explanations required.

In my opinion :

- i) The attached statement shows a true and fair view of the receipts and payments relating to the project, and
- ii) The funds have been spent in accordance with the conditions of the grant.

E.D. CHAHOUD, CPA No.841305



Liability limited by a Scheme,  
approved under the Professional  
Standards Legislation

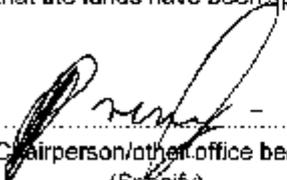
DRUG AND ALCOHOL MULTICULTURAL EDUCATION CENTRE INC.  
ABN 44 792 123 447

CORE FUNDING GRANT

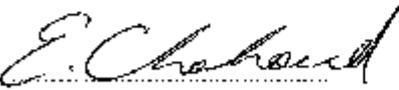
STATEMENT OF FINANCIAL PERFORMANCE  
FOR THE YEAR ENDED 30 JUNE 2010

INCOME	2010
Grants NSW Health Department	645,400.00
Child Adolescent Family Services	3,000.00
Administration Fees	1,363.64
Insurance claim	6,237.39
Interest	4,822.15
Reimbursement of expenses	24,639.13
Sales of motor vehicle	11,602.78
Training	345.45
<b>TOTAL INCOME</b>	<b><u>697,410.54</u></b>

I/we certify that the above statement is a full and true record of the financial transactions relating to the project and that the funds have been spent in accordance with the conditions of the Grant.

  
.....  
Chairperson/other office bearer  
(Specify)

  
.....  
Treasurer

  
.....  
Auditor

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DRUG AND ALCOHOL MULTICULTURAL EDUCATION CENTRE INC.

CORE FUNDING GRANT

STATEMENT OF FINANCIAL PERFORMANCE  
FOR THE YEAR ENDED 30 JUNE 2010

	<b>2010</b>
TOTAL INCOME BROUGHT FORWARD	687,410.54
<b>EXPENDITURE</b>	
Audit fees	3,000.00
Accountancy fees	4,108.86
Annual Lunch	1,258.18
Bank charges	1,919.83
Catering	1,284.86
Cleaning	11,031.68
Conference	192.63
Computer maintenance	15,621.10
Electricity	12,880.40
Insurance - General	6,752.36
Workers Compensation	5,280.52
Lease - water cooler	1,040.00
Photocopier	3,850.30
Alliance	6,666.00
Gaddys Plant hire	2,425.42
Motor Vehicle	37,279.53
OH & S	1,915.00
Payline fees	3,144.28
Postage & courier	1,157.33
Printing & Stationery	451.00
Project costs - core	1,956.52
Publications	1,599.41
Provision for employee entitlements	30,982.86
Relocation expenses	474.00
Rent	70,016.31
Repairs & maintenance	4,080.66
Resources	2,051.87
Security	854.88
Staff amenities	2,465.90
Sundries	358.91
Superannuation	25,187.36
Telephone	14,654.90
Training	989.08
Travel	2,696.15
Travel Allowance	531.38
Travel airfares	710.00
Wages	321,290.34
TOTAL EXPENDITURE	<u>601,959.40</u>
<b>SURPLUS / ( DEFICIT) FOR CURRENT YEAR</b>	<u><u>96,451.14</u></u>

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## **DAMEC Board 2009/2010**

Chairperson	Jan Copeland (PhD)
Secretary	Mr. Graeme Pringle
Treasurer	Mr. Bruce Davies
Ordinary Member	Supt. Frank Hansen
Ordinary Member	Ms. Christine Ratnasingham
Ordinary Member	Mr Hien Le

## **DAMEC Staff**

CEO	Mr. Kelvin Chambers
Program Manager (Project & Research)	Ms Karen Redding
Program Manager (Clinical Services)	Mr. Max Brettargh
Office Manager	Ms Sarina Afa
Senior Policy Officer	Ms Helen Sowe
Senior Research Officer	Ms Connie Donato-Hunt
Intake/Information Officer	Mr Paul Robson
Drug and Alcohol Counsellor's	Mr. Hassan Darbas
	Ms. Sandra Evers
	Ms. Thi Ai Hien Nugeyen
	Ms. Hoang Nguyen
	Mr. Hassan Darbas
Project Officers	Mr. Hamed Turay
	Ms. Binh Batenburg Nguyen
	Mr. Paul Ochieng
Research Project Officer	Mr. Ian Flaherty
Administrative Assistant	Ms Leigh Latu

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