



Compliance Essentials e-bulletin December 2010

Monitoring business process

Does your business have a high level of cash sales? The ATO are creating a widening net to review business/organisational activities. Stating concern on maintaining correct reporting from businesses with a high level of cash sales, the ATO in their periodical bulletins indicate that measures are being taken to ensure that businesses fulfil their obligations in relation to tax compliance. The ATO have developed benchmarks for monitoring selected industry types in this respect, fifteen industries are named, primarily in the fields of retail, hospitality and catering services. As part of the ATO benchmarking process in relation to cash sales it is intended to include data matching with banks in relation to debit and credit card transactions of small businesses as well as information obtained from business activity statements.

National Names Register

April 2011 will see the commencement of the new National Names Register, administered by the Australian Securities and Investment Commission (ASIC). This will create a National Register of business names and it will no longer be necessary for a business to register a name at State level. Existing business names will be automatically transferred to the National Register regardless of whether or not the name holds an ABN, however new applications will not be finalised without an issued ABN and an online test will be applied to determine the acceptability of the business name; concurrent with the application, applicants will be able to conduct a trade mark search.

Workplace Bullying

Workplace bullying is recognised as unacceptable behaviour and behaviour that creates a risk to health and safety within an organisation, further impacting business activities through reduced employee performance, increased turnover of staff, the possibility of resultant legal costs and the potential of damage to reputation. WorkSafe Victoria (follow the link [Bullying](#)) state examples of bullying as

- Verbal abuse
- Spreading rumours or innuendo about someone
- Unjustified criticism or complaints
- Deliberately denying access to information that a person needs to do their job
- Excessively scrutinising someone's work or behaviour

Employers are encouraged to review internal policies and procedures along with staff training to maintain good workplace health and safety and to keep their organisation free from workplace bullying.

The contents of this document are for information purposes only. It is not intended to be advice and you should not act specifically on the basis of this information alone. If expert assistance is required, professional advice should be obtained.

Compliance Essentials Pty Ltd
Telephone: 1300 602 880 e-mail: info@complianceessentials.com.au
www.complianceessentials.com.au

essential compliance and best practice for every business