#### **Corporations Act 2001**

Section 449E

### Airducter Pty Limited ACN 130 035 380 (Administrators Appointed)

#### **Remuneration Report**

The Administrators' remuneration report, prepared pursuant to Section 449E of the Corporations Act 2001, takes the following format:

- 1. Tasks undertaken by the Administrators and remuneration claimed for the period 28 May 2012 to 31 December 2012
- 2. Administrators' anticipated tasks and estimated remuneration for the period 1 January 2013 to the date of the second meeting of creditors
- 3. Should the Company be placed into liquidation, the Liquidators' anticipated tasks and estimated remuneration for the period from the date of the second meeting of creditors to the finalisation of the liquidation
- 4. Summary of the Administrators' disbursements for the period 28 May 2012 to 31 December 2012
- 5. Summary of the Administrators' receipts and payments for the period 28 May 2012 to 31 December 2012

# 1. Summary of work undertaken by Ian Carson, David McEvoy, Craig Crosbie, their partners and staff during the Voluntary Administration process for the period 28 May 2012 to 31 December 2012

Task Area	General Description	Includes				
Administration	Correspondence	- Prepared letters to various government departments advising of the				
		appointment of Administrators				
148.10 hrs		- Prepared notifications to Directors, including request for completion of				
\$50,938.55		Report as to Affairs and questionnaire				
	Document maintenance / file	- Attended to filing				
	review / checklist	- Updated checklists				
	Insurance	- Identified potential issues requiring attention of insurance specialists				
		- Corresponded with Willis regarding initial and ongoing insurance				
		requirements				
		- Obtained and reviewed insurance policies				
		- Corresponded with pre-appointment brokers				
		- Discussed and corresponded with legal advisors regarding existence of				
	Double and a desirable to the	Directors and Officers insurance policy				
	Bank account administration	- Corresponded with financial institutions to establish new accounts and				
		freeze pre-appointment accounts				
		- Requested bank statements				
		- Prepared bank account reconciliations				
	ACIC Form FOE Form FOA and	- Corresponded with bank regarding specific transfers				
	ASIC Form 505, Form 524 and	- Prepared and lodged ASIC forms				
	other forms	Corresponded with ASIC regarding statutory lodgements     Notified the Australian Taxation Office and State Revenue Office of the				
	ATO & other statutory reporting					
		appointment of Administrators				
		- Prepared and lodged business activity statements with the ATO				
	Planning / Review	Considered ongoing financial and statutory reporting requirements     Various internal planning meetings				
	Planning / Review					
		- Discussed the status/strategy of the administration				
	Pooks and records / storage	- Allocation of tasks, review and completion     - Collected books and records				
	Books and records / storage	- Collected books and records - Prepared detailed listing of books and records				
		- Frepared detailed listing of books and records - Sent job files to storage				
	Processing receipts and	- Prepared and authorised receipt and payment vouchers				
	payments	- Entered receipts and payments into accounting system				
Assets	Plant and equipment	- Secured the Company's assets				
ASSEIS	I lant and equipment	- Engaged Grays Online to prepare fixed assets listing and conduct				
167.55 hrs		valuation of same				
\$75,108.53		- Reviewed valuation reports prepared by Grays Online to identify				
\$75,100.55		potentially leased assets				
		- Advised all known creditors of the Company of the proposed sale of plant				
		and equipment and sought details of any claims of ownership over plant				
		and equipment in the Company's possession				
		- Negotiated sale of plant and equipment, preparation of a contract of sale,				
		attendance at settlement, post settlement discussions				
		- Conducted review of potential ROT claims				
		Conductor of potential from Stanford				
	Stock	- Reviewed stock on hand				
		- Considered realisation and marketing strategies				
		- Liaised with interested parties				
		- Negotiated sale of stock				
		- Prepared, reviewed and executed sale agreement				
	Work in progress ('WIP')	- Assessed project contracts and WIP				
		- Engaged quantity surveyor to value WIP				
		- prepared and submitted payment claims for work undertaken by the				
		Company up to the date of the appointment of Administrators				
		- Converted WIP to debtors				
	Debtors	- Reviewed and Assessed debtors ledgers				
		- Reviewed debtor contracts and project agreements				
		- Considered strategy for collection of outstanding pre-appointment debtors				
		- Negotiating sale of debtors as package with plant and equipment				

Task Area	General Description	Includes					
	Leasing	- Conducted searches of the Personal Property Securities Register ('PPSR') and identified parties holding security interests over assets in the Company's possession					
		<ul> <li>Reviewed asset listings and depreciation schedules to identify assets subject to lease / hire arrangement</li> </ul>					
		<ul> <li>Corresponded with owners/lessors regarding various property leased by the Company and to notify of the appointment of Administrators</li> <li>Prepared and issued notices of Administrators intention not to exercise property rights in respect of leased property</li> </ul>					
		- Identified and arranged return of property subject to third party security interests					
		- Prepared multiple applications to Court to extend the period for the Administrators to deal with property under section 443B of the Act from 5 business days to 20 business days and then subsequently to 35 business days					
Creditors	Creditor enquiries	- Liaised with Link Market Services to establish telephone hotline and dedicated email address for creditor enquiries					
120.18 hrs \$45,039.71		<ul> <li>Prepared 'Questions and Answers' document for distribution to Link Market Services client team</li> </ul>					
		<ul> <li>Prepared regular updates to creditors as seen on the PPB Advisory website</li> </ul>					
	Retention of title claims	<ul> <li>Reviewed initial notifications from creditors advising of retention of title claims</li> </ul>					
		<ul> <li>Liaised with creditors regarding retention of title claims and requested additional information to substantiate claims</li> </ul>					
	0 11	- Adjudicated on retention of title claims and corresponded with creditors					
	Creditor reports	<ul> <li>Corresponded with legal advisors to prepare multiple applications to Court in relation to the notice and distribution of the first report to creditors and the distribution of the s439A report to creditors</li> </ul>					
		- Applied to Court to obtain directions in relation to the notice and distribution of the first report to creditors					
		- Prepared initial report to creditors advising of the appointment of Administrators and convening the first meeting of creditors					
		<ul> <li>Prepared, reviewed and distributed reports to the Committee of Creditors</li> <li>Prepared application to Court to obtain directions in relation to the distribution of the s439A report to creditors</li> </ul>					
	14 14 10 11	- Planned, prepared and reviewed s439A report to creditors					
	Meeting of Creditors	<ul> <li>Corresponded with legal advisors to prepare multiple applications to Court in relation to the extension of the convening periods for the first and second meetings of creditors</li> </ul>					
		- Applied to Court and obtained extension of the convening period for the first meeting of creditors					
		- Prepared meeting notices and advertisements					
		<ul> <li>Organised meeting venues and teleconferencing facilities</li> <li>Liaised with Link Market Services to establish interactive proof of debt and proxy forms and facilitate the signing in of creditors at the first meeting of creditors</li> </ul>					
		<ul> <li>Responded to enquiries in relation to the first meeting of creditors</li> <li>Prepared meeting file, including agenda, certificate of postage, reports to creditors, advertisement of meeting and draft minutes of meeting</li> </ul>					
		- Prepared presentation for first meeting of creditors - Attended and chaired first meeting of creditors - Responded to creditor enquiries immediately following the first meeting of creditors  - Responded to creditor enquiries immediately following the first meeting of creditors.					
		creditors - Prepared and lodged minutes of meetings with the ASIC - Applied to Court and obtained extension of the convening period for the					
		second meeting of creditors - Prepared for second meeting of creditors, including locating meeting					
		locations, preparing minutes, holding various discussions with Link Market Services regarding holding of second meeting of creditors					

Task Area	General Description	Includes					
	Banking Syndicate reporting	- Prepared, reviewed and distributed reports to the Banking Syndicate and					
		their representatives					
		- Attended to various discussions and meetings with the Banking Syndicate					
		and their representatives					
		- Responded to enquiries from the Banking Syndicate and their					
		representatives via telephone, facsimile and email					
Employees	Employee enquiries	- Initiated discussions with employees and trade unions to advise of the					
		appointment of Administrators					
28.65 hrs		- Received and followed up employee enquiries via telephone, facsimile					
\$10,822.50		and email					
		- Reviewed and prepared correspondence to employees via facsimile,					
		email and post					
		- Liaised with Link Market Services regarding employee queries received					
		through the telephone hotline and dedicated creditor email address					
	Calculation of entitlements	- Calculated employee entitlements					
		- Reviewed employee files and the Company's books and records					
		- Reviewed employee agreements and awards					
	Workers compensation claims	- Reviewed insurance policies					
		- Corresponded with Willis to provide initial notification of appointment and					
		obtain appropriate insurance coverage					
		- Corresponded with pre-appointment insurance brokers					
	Other employee issues	- Prepared and issued employee PAYG payment summaries					
		- Liaised with the Child Support Agency					
Investigation	Conducting investigation	- Prepared investigation strategy					
		- Reviewed and prepared details of company nature and history					
58.00 hrs		- Conducted and summarised statutory searches					
\$18,206.20		- Prepared a summary of security interests registered against the company					
		- Prepared comparative financial statements and review of financial					
		performance and status					
		- Conducted insolvent trading review					
		- Investigated reasons for the Company's failure					
		- Prepared investigations file					
Trade On/Wind	Close down of sites	- Liaised with management and staff					
Down		- Attended each Company site and resolved site issues					
		- Liaised with suppliers					
46.84 hrs		- Corresponded with utility providers					
\$22,507.96							
	Accounting for Indemnity	- Prepared and assessed estimated outcome statement					
	Agreement	- Internal reporting of financial position under the terms of the Indemnity					

#### Airducter Pty Limited ACN 130 035 380 (Administrators Appointed)

Professional fees for work undertaken by Ian Carson, David McEvoy, Craig Crosbie, their partners and staff during the Voluntary Administration process for the period 28 May 2012 to 31 December 2012.

Desition	Hourly	TO	OTAL	Admini	istration	As	sets	Cre	ditors	Divid	end	Empl	oyees	Invest	igation	Trac	le On
Position	Rate	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$
<u>Appointees</u>																	
Craig Crosbie	675	10.54	7,115.76	1.60	1,081.23	4.96	3,349.15	1.87	1,261.84	-	-	0.40	270.00	0.54	363.66	1.17	789.87
lan Carson	675	1.08	732.21	1.08	732.21	-	-	-	-	-	-	-	-	-	-	-	-
David McEvoy	675	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Staff																	
Partner	675	21.84	14,739.45	10.00	6,748.11	0.43	292.88	1.99	1,342.39	-	-	-	-	1.76	1,186.18	7.66	5,169.89
Director / Principal	585	26.96	15,772.26	4.88	2,854.10	15.99	9,351.56	1.98	1,159.83	-	-	-	-	1.09	637.29	3.02	1,769.49
Senior Manager	510	134.78	68,740.23	15.74	8,027.48	79.42	40,502.13	21.78	11,105.46	-	-	10.30	5,253.00	0.16	79.30	7.40	3,772.87
Manager	465	28.69	13,341.94	8.94	4,155.75	10.26	4,769.92	1.71	795.81	-	-	0.50	232.50	1.01	468.79	6.28	2,919.17
Supervisor	445	57.65	25,653.40	10.82	4,815.44	17.53	7,799.43	11.65	5,183.68	-	-	2.10	934.50	2.03	903.18	13.52	6,017.16
Senior Analyst 1	395	51.16	20,207.26	13.03	5,145.95	0.12	46.64	18.06	7,132.37	-	-	0.40	158.00	19.51	7,707.16	0.04	17.14
Senior Analyst 2	380	36.94	14,038.30	5.47	2,076.74	4.24	1,611.25	26.13	9,928.95	-	-	-	-	0.34	129.16	0.77	292.19
Analyst 1	310	15.83	4,905.93	3.19	989.44	0.77	239.80	0.16	50.44	-	-	8.50	2,635.00	0.20	62.00	3.00	929.24
Analyst 2	250	7.68	1,920.08	3.12	780.60	1.12	280.06	0.30	74.13	-	-	0.25	62.50	2.51	627.89	0.38	94.92
Graduate	210	145.31	30,515.63	46.18	9,698.76	32.62	6,849.71	29.46	6,186.84	-	-	5.70	1,197.00	28.50	5,985.00	2.85	598.32
Undergraduate	190	2.34	443.89	1.51	286.85	-	-	0.10	19.00	-	-	-	-	0.13	24.05	0.60	114.00
Senior Bookkeeper	190	2.80	532.00	2.80	532.00	-	-	-	-	-	-	-	-	-	-	-	-
Bookkeeper	180	3.90	734.00	3.90	734.00	-	-	-	-	-	-	-	-	-	-	-	-
Executive Assistant	160	15.33	2,452.41	9.48	1,516.38	0.10	16.00	4.99	798.96	-	-	0.50	80.00	0.11	17.36	0.15	23.72
Administration	120	6.49	778.71	6.36	763.53	-	-	-	-	-	-	-	-	0.13	15.19	-	-
Total GST		569.32	222,623.46	148.10	50,938.55	167.55	75,108.53	120.18	45,039.71	-	-	28.65	10,822.50	58.00	18,206.20	46.84	22,507.96

 GST
 22,262.35

 Total (incl GST)
 \$ 244,885.81

 Average Hourly Rate
 391.03

# 2. Summary of anticipated work to be undertaken by Ian Carson, David McEvoy, Craig Crosbie, their partners and staff during the Voluntary Administration process for the period 1 January 2013 to the date of the second meeting of creditors

Task Area	General Description	Includes
Administration	Document maintenance / file	- Attending to filing
	review / checklist	- Updating checklists for statutory duties
7.50 hrs \$3,000.00	Insurance	- Corresponding with Willis regarding ongoing insurance requirements
	Bank account administration	- Requesting bank statements
		- Preparing bank account reconciliations
		- Corresponding with bank regarding specific transfers
	ATO & other statutory reporting	
		- Considering ongoing financial and statutory reporting requirements
	Processing receipts and	- Preparing and authorising receipt and payment vouchers
	payments	- Entering receipts and payments into accounting system
	Planning / Review	- Various internal planning meetings
		- Attending to media enquiries
	5.1.	- Discussing the status/strategy of the administration
Assets	Debtors	- Reviewing and assessing debtors ledgers
0.001		- Reviewing debtor contracts and project agreements
3.00 hrs		- Considering strategies for collection of outstanding pre-appointment
\$1,200.00		debtors
Ougalitana	Cuaditar anavivias	- Responding to disputes and negotiating commercial settlements
Creditors	Creditor enquiries	- Liaising with Link Market Services regarding creditor enquiries received
17 00 has		through the telephone hotline and dedicated creditor email address relating
17.00 hrs		to the second meeting of creditors - Preparing and updating 'Questions and Answers' document for
\$6,800.00		distribution to Link Market Services client team
		- Providing regular updates to creditors to be published on the PPB
		Advisory website
		- Receiving and following up creditor enquiries via telephone, facsimile and
		email
		- Assisting creditors via telephone to complete proof of debt and proxy
		forms for the second meeting of creditors
	Dealing with proofs of debt	- Receipting and filing proof of debt forms relating to the second meeting of
	Dealing With proofs of debt	creditors
	Creditor reports	- Finalising the s439A report to creditors
	Meeting of Creditors	- Internal planning meetings in preparation for the second meeting of
		creditors
		- Responding to enquiries in relation to the second meeting of creditors
		- Preparing meeting file, including agenda, certificate of postage, reports to
		creditors, advertisement of meeting and draft minutes of meeting
		- Preparing presentation for the second meeting of creditors
		- Attending and chairing the second meeting of creditors
	Banking Syndicate reporting	- Preparing reports to the Banking Syndicate and their representatives
		- Attending to enquiries from the Banking Syndicate and their
		representatives
<b>Employees</b>	Employee enquiries	- Receiving and following up employee enquiries via telephone, facsimile
		and email
1.50 hrs		
\$600.00		
Investigation	Conducting investigation	- Completing preliminary investigations and finalising investigations file
4-0.		
1.50 hrs		
\$600.00		
Tuesda O : /	Accounting for Indo	Internal reporting of financial manifolds and the desire of the land.
Trade On /	Accounting for Indemnity	- Internal reporting of financial position under the terms of the Indemnity
Wind Down	Agreement	- Updating estimated outcome statement
4 50 5		
1.50 hrs		
\$600.00		

3. Summary of anticipated work to be undertaken by lan Carson, David McEvoy, Craig Crosbie, their partners and staff during the Liquidation process for the period from the date of the second meeting of creditors to the completion of the liquidation

Task Area  General Description  Document maintenance / file review / checklist  37.50 hrs \$15,000.00  Bank account administration    Corresponding with Willis regarding insurance policies - Arranging the finalisation of insurance policies - Preparing correspondence to close bank accounts - Requesting bank statements					
review / checklist - Updating checklists for statutory duties  1 Insurance - Corresponding with Willis regarding insurance policies  1 Arranging the finalisation of insurance policies  2 Bank account administration - Preparing correspondence to close bank accounts					
37.50 hrs \$15,000.00  Insurance - Corresponding with Willis regarding insurance policies - Arranging the finalisation of insurance policies - Preparing correspondence to close bank accounts					
Bank account administration - Preparing correspondence to close bank accounts					
Bank account administration - Preparing correspondence to close bank accounts					
, and the second					
- Preparing bank account reconciliations					
- Correspondence with bank regarding specific transfers					
ASIC Form 524 and other - Preparing and lodging forms with the ASIC					
forms - Correspondence with the ASIC regarding statutory forms	;				
ATO & other statutory reporting - Lodging business activity statements with the ATO	<u>'</u>				
- Considering ongoing financial and statutory reporting rec	nuirements				
Finalisation - Notifying ATO of finalisation	anomonto				
- Cancelling ABN / GST / PAYG registration					
- Completing finalisation checklists					
Planning / review - Various internal planning meetings					
- Attending to media enquiries					
Processing receipts and - Preparing and authorising receipt and payment vouchers	}				
payments - Entering receipts and payments into accounting system					
Books and records / storage - Dealing with records in storage					
- Sending job files to storage					
Creditors Creditor enquiries - Preparing regular updates to creditors to be published or	n the PPB				
Advisory website					
37.50 hrs - Receiving and following up creditor enquiries via telepho	ne, facsimile and				
\$15,000.00 email	,				
- Reviewing and preparing correspondence to creditors at	nd their				
representatives via facsimile, email and post					
Creditor reports - Preparing general reports to creditors					
- Preparing reports to the members of the Committee of In	spection (CoI).				
should one be appointed	(,,				
Dealing with informal proofs of - Receipting and filing proofs of debt when not related to a	dividend				
debt					
Banking Syndicate - Preparing reports to the Banking Syndicate and their rep	resentatives				
- Responding to enquiries from the Banking Syndicate and					
representatives					
- Attending meetings with the Banking Syndicate and their	representatives				
- Preparing and distributing dividend to Banking Syndicate					
Meetings of creditors - Preparing notices relating to general meetings of creditor					
- Responding to creditor enquiries related to general meet					
- Preparing meeting file, including agenda, attendance reg					
creditors, reports to creditors and draft minutes of meeting	J				
- Attending and chairing creditors meetings					
- If a Col is appointed:					
o Preparing notices relating to meetings of the Col					
o Preparing meeting file, including agenda,					
attendance register, list of Col members,					
reports to the CoI and draft minutes of meeting					
o Attending and chairing CoI meetings					
- Preparing and lodging minutes of meetings with the Aust	ralian Securities				
and Investments Commission (ASIC)					
Dividend Processing proofs of debt - Corresponding with creditors inviting lodgement of proofs	s of debt				
- Receipting proofs of debt and maintaining proof of debt r					
12.50 hrs - Adjudicating proofs of debt	<b>J</b>				
	of claim				
\$5,000.00 - Preparing correspondence to creditors advising outcome					

Task Area	General Description	Includes
	Dividend procedures	- Preparing correspondence to creditors advising of intention to declare
		dividend
		- Advertising intention to declare dividend
		- Obtaining clearance from the ATO to allow distribution of the Company's
		assets
		- Calculating dividend rate
		- Corresponding with creditors announcing declaration of dividend
		- Advertising announcement of dividend
		- Preparing distribution and dividend file
		- Processing payment vouchers to pay dividend
		- Corresponding with creditors enclosing payment of dividend
Employees	Employee enquiries	- Receiving and following up employee enquiries via telephone, facsimile
40 =0 1		and email
12.50 hrs		- Reviewing and preparing correspondence to employees and their
\$5,000.00	Employee dividend	representatives via facsimile, email and post - Corresponding with employees and the Department of Education,
	Employee dividend	Employment and Workplace Relations (DEEWR) regarding intention to
		declare priority dividend
		- Liaising with Australian Taxation Office (ATO) regarding proof of debt
		related to superannuation guarantee charge
		- Advertising dividend notice
		- Receipting and adjudicating proofs of debt
		- Calculating dividend rate and preparing dividend file
		- Preparing payment vouchers to pay dividend
		- Preparing correspondence to employees and DEEWR enclosing payment
		of dividend
		- Ensuring PAYG is remitted to the ATO
	Other employee issues	- Preparing and issuing employee PAYG payment summaries
		- Liaising with the Child Support Agency
Investigation	Conducting investigation	- Investigations regarding insolvent trading and voidable transactions
		- Reviewing financial statements and trading history
12.50 hrs		- Obtaining and reviewing Company's books and records
\$5,000.00		- Preparing investigations file
	ASIC reporting	- Lodgement of s533 investigation report with the Australian Securities and
		Investments Commission (ASIC)
		- Preparing and lodging supplementary s533 report with the ASIC (if
		required)
Trade On /	Accounting for Indemnity	Liaising with the ASIC     Internal reporting of financial position under the terms of the Indemnity
Wind Down	Agreement	- Updating and finalising estimated outcome statement
wing bown	Agreement	- opuating and imalising estimated outcome statement
10 F0 has		
12.50 hrs \$5,000.00		
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# 4. Summary of the Administrators' disbursements for the period 28 May 2012 to 31 December 2012

Disbursements incurred by the Administrators during the Voluntary Administration process for the period 28 May 2012 to 31 December 2012.

Disbursement Category	\$
A B1 B2	- 10,132.28 5,551.67
Total	15,683.95
GST	1,568.40
Total (incl GST)	\$ 17,252.35

# 5. Summary of the Administrators' receipts and payments for the period 28 May 2012 to 31 December 2012

Administrators' receipts and payments during the Voluntary Administration process for the period 28 May 2012 to 31 December 2012.

	\$
RECEIPTS	
Asset Realisations	316,956.69
Debtor Monies Collected	697,271.38
GEERS Funds	104,990.66
GST Received	451.00
Insurance Premimum Refund	660.00
Interest Income	6,746.87
Third Party Monies Received	38,665.00
Total Receipts	1,165,741.60
PAYMENTS	
Administrators Costs	(16,657.54)
Advertising	(585.25)
Asset Realisation Costs	(825.00)
Bank Charges	(58.00)
Debt Collection Fees	(24,772.16)
Distribution to Banking Syndicate	(167,257.81)
GEERS Employee Payments	(80,692.66)
GST Paid	(158.00)
Insurance	(2,262.83)
Labour Hire	(148.50)
Legal Fees	(61,605.19)
Media Consulting Expense	(5,455.29)
PAYG Paid	(25,600.00)
PAYG Withheld	1,302.00
Security Locks / Guards	(1,810.60)
Third Party Monies Paid	(38,665.00)
Third Party Service Providers	(5,624.03)
Venue Hire and Incidentals	(230.00)
Wages & Salaries	(7,434.03)
Total Payments	(438,539.89)
Net Receipts / (Payments)	727,201.71