

BALLOT RULES
SURF LIFE SAVING QUEENSLAND – ENTERPRISE AGREEMENT 2018

These rules constitute the rules for the conduct of ballot for the approval of the Surf Life Saving Queensland – Enterprise Agreement 2018.

Definitions:

“Agreement” means the Surf Life Saving Queensland – Enterprise Agreement 2018.

“Employees” means an employee employed by Surf Life Saving Queensland (ACN 360 485 381).

“Employer” means Surf Life Saving Queensland (ACN 360 485 381).

1. RETURNING OFFICERS INSTRUCTIONS

- 1.1 The Returning Officer will be Ms. Christine Price Assistant Finance Manager. Ms. Price’s role will be to ensure that the ballot is conducted in accordance with these rules
- 1.2 This ballot will be conducted by email on 26 June 2018 provided that an employee may opt for a paper postal vote by contacting Ms. Price by no later than midday on 18 June 2018 (cprice@lifesaving.com.au or 07 3846 8000).
- 1.3 It will be the Returning Officers’ duty to make sure that all eligible employees are provided a ballot.
- 1.4 The Returning Officer will have access to a list of the Employees covered by the Agreement.
- 1.5 The Returning Officer will have available a copy of the Agreement for all Employees to access on request.
- 1.6 The Returning Officer will forward all ballot papers and the original declaration of ballot to David D’Arcy, PO Box 567, Mullumbimby NSW 2482 within 7 days of conduct of the ballot.

2. BALLOT PAPERS AND ABSENTEE VOTES

- 2.1 All Employees whether casual, part-time, or full-time at the date of the ballot will be entitled to one vote by email or attendance ballot at the designated ballot time.
- 2.2 Employees unable to return an email ballot or cast an attendance ballot on the ballot date will be able to make an absentee vote by notifying prior to the ballot date both the Returning Officer of their inability cast a ballot on the ballot date. It will be up to the Returning Officer’s discretion as to how this absentee vote will be secured (i.e. fax, email or mail etc), provided they must keep a record of all such votes accepted.
- 2.3 Each Employee will be issued with an electronic ballot or a paper ballot at the Sunshine Coast.

2.4 An Employee will mark the return email either the “**YES**” or “**NO**” in the subject line of the email or on the ballot paper.

2.5 Ballots or ballot papers containing markings other than those specified in these rules will not be counted as a valid vote by the Returning Officer.

3. BALLOT

3.1 The ballot for the approval of the proposed Agreement will be an email ballot, the ballot will open at 12.01 am and will close midnight on 26th June 2018.

3.2 At the close of the ballot the Returning Officer count both email ballots and paper ballots conduct a count of all ballots.

4. THE COUNT

4.1 The Returning Officer will declare the Agreement approved after counting 50% plus one of the ballots cast marked “YES”. If less than 50% of the valid votes approves the Agreement, the Returning Officer will declare the Agreement rejected.

4.2 If the vote is tied the Returning Officer will request a recount of the ballot papers.

4.3 If after a recount of votes is completed by the Returning Officer and the vote is still tied then the Returning Officer will declare the ballot a “no result”.

5. SCRUTINEERS

6.1 Representatives of the Employer and the Employees may act as scrutineers of the ballot and the ballot count, but they cannot interfere with the Returning Officer’s right to conduct the ballot in accordance with these rules.

6.2 Both the Employer and the Employees must notify the Returning Officer in writing that they have appointed as their representative to act as a scrutineer for the ballot.

6. DISPUTES AS TO CONDUCT OR RESULT OF BALLOT

The Returning Officer, the Employer, or the Employees may refer any dispute involving the ballot to the Fair Work Commission for conciliation firstly and arbitration if the Commission or the parties agree to that arbitration.