

Notification of a vote for the BMA Enterprise Agreement 2022

Commencing 16 February 2021, BMA issued notices of representational rights to Employees of BHP Coal covered by BMA Enterprise Agreement 2018 in relation to the BMA Enterprise Agreement 2022 (**EA**).

Since then, BMA has met with the bargaining representatives for employees to discuss the Agreement and finalise its terms. All parties have agreed to put a proposed agreement to a ballot. We are now commencing the Access Period to put the Agreement to ballot of our EA employees.

The access period commences on Wednesday 7th December and concludes on Saturday 17th December 2022.

Accessing the Agreement

Copies are in your ballot pack email.

Other explanatory material will also be included in your ballot pack email.

Access is also through the Corpvote ballot site. Access via email at support@corpvote.com.au or call 1300 710 950. Copies can be obtained from your Superintendent. If you would like a copy by email please email bmaea2021@bhp.com.

Accessing related documents

There are several documents which are referred to or incorporated in the proposed Agreement. These include:

- Black Coal Mining Industry Award 2020
- Fair Work Act 2009 (Cth) – National Employment Standards
- Fair Work Regulations 2009 (Cth)
- Coal Mining Safety and Health Regulation 2017 (Qld)
- Coal Mining Safety and Health Act 1999 (Qld)
- Further Education and Training Act 2014 (Qld)
- Coal Mining Industry (Long Service Leave) Administration Act 1992 (Cth)
- Superannuation Guarantee (Administration) Act 1992 (Cth)
- Workers' Compensation and Rehabilitation Act 2003 (Qld)
- Holidays Act 1983 (Qld)
- Accommodation Agreements for each of the mines

Access to these and all other relevant documents is available through:

- the Corpvote website in the **attached** voting details document
- the BMA EA website: <https://www.bhp.com/bma-ea>
- the pre-start rooms
- your Superintendent
- email - via email at bmaea2021@bhp.com.

We will also take steps to explain the terms of the Agreement to you in the next 10 days.

If you have any questions you may ask them by contacting your Superintendent or via email bmaea2021@bhp.com].

Voting process

The vote will be conducted by an electronic ballot, and details of the ballot are **attached**.

The vote will be open on Sunday 18th December 2022 at 6:00am and voting will close at midday AEST on Thursday 22nd December 2022.

Application to the Fair Work Commission for approval

If a majority (50% + 1 of employees who return a valid vote) approve the Agreement, BMA will file an application for approval by the Fair Work Commission within 14 days.

BMA Enterprise Agreement 2022

CorpVote Pty Ltd is independently conducting this ballot process to protect your privacy and ensure a fair and equitable ballot result. All votes are anonymous and the method by which you cast your vote is secure.

Please find below relevant documents referred to in the BMA Enterprise Agreement 2022 and instructions on how to participate in the BMA Enterprise Agreement 2022 ballot.

VOTING MATERIALS

| Name of document | Link to website |
|--|---|
| BMA Enterprise Agreement 2022 | https://www.bhp.com/bma-ea |
| Black Coal Mining Industry Award 2020 | https://www.fwc.gov.au/documents/documents/modern_awards/award/ma000001/default.htm |
| <i>Fair Work Act 2009 (Cth) National Employment Standards</i> | https://www.legislation.gov.au/Details/C2021C00421 |
| <i>Fair Work Regulations 2009 (Cth)</i> | https://www.legislation.gov.au/Details/F2021C01029 |
| <i>Coal Mining Safety & Health Regulation 2017 (Qld)</i> | https://www.legislation.qld.gov.au/view/html/inforce/2021-01-01/sl-2017-0165 |
| <i>Coal Mining Safety and Health Act 1999 (Qld)</i> | https://www.legislation.qld.gov.au/view/html/inforce/current/act-1999-039 |
| <i>Further Education and Training Act 2014 (QLD)</i> | https://www.legislation.qld.gov.au/view/html/inforce/current/act-2014-025 |
| <i>Coal Mining Industry (Long Service Leave) Administration Act 1992 (Cth)</i> | https://www.legislation.gov.au/Details/C2021C00373 |
| <i>Superannuation Guarantee (Administration) Act 1992 (Cth)</i> | https://www.legislation.gov.au/Details/C2022C00095 |
| <i>Workers' Compensation and Rehabilitation Act 2003 (Qld)</i> | https://www.legislation.qld.gov.au/view/html/inforce/current/act-2003-027 |
| <i>Holidays Act 1983 (Qld)</i> | https://www.legislation.qld.gov.au/view/whole/html/inforce/current/act-1983-018 |

VOTING PERIOD

- Voting Opens at 6:00AM AEST Sunday, 18th December 2022
- Voting Closes at 12:00PM (noon) AEST Thursday, 22nd December 2022

VOTING INSTRUCTIONS

To lodge your vote you will require your **Employee Number** and your **Date of Birth**. Refer to your payslip for your Employee Number.



TO VOTE ONLINE

To lodge your vote online, please follow these steps:

1. Go to: www.netvote.com.au/529
2. Input your **Employee Number** and your **Date of Birth** were indicated and press the 'Enter' button.
3. Follow the on screen instructions to make your preference and submit your vote.



TO VOTE BY TELEPHONE

To lodge your vote by telephone, please follow these steps:

1. To prepare to lodge your vote by telephone, ensure you have:
 - a. Your **Employee Number** and your **Date of Birth** and a piece of paper and a pen to record your receipt number.
2. Dial **1300 146 388** (International +61 3 9900 4982) and follow the audio prompts.

Only votes successfully lodged before 12:00pm (noon) AEST on Thursday, 22nd December 2022 will be counted. You are only able to vote once and all votes are registered anonymously.

HELP & SUPPORT INFORMATION

- For support contact: support@corpvote.com.au OR call 1300 710 950 to speak to an operator.
- To verify your vote has been recorded, enter your receipt number at www.netvote.com.au/vote/verify-receipt
- For information about the Agreement please contact your Superintendent.

The Returning officer for this process is Tim Jones of CorpVote Pty Ltd.