Eligible Protected Action Ballot Agent Review

Matter name Review of IR Balloting Pty Ltd Trading as IRBLOTS

Matter number B2026/43

Subject 3-Yearly review of IR Balloting Pty Ltd's approval as an eligible protected action ballot agent IR Balloting Pty Ltd

1. There are no changes to our business structure, operations and ABN and/or ACN. Everything remains the same.

2. The number of protected action ballots completed in each year since the approval decision are:

    2024 – 0

    2025 – 0

    2026 – 0

3. IR Balloting Pty Ltd trading as IRBLOTS has not received any complaints to date.

4. Since the Commission decision approving IR Balloting Pty Ltd t/as IR BLOTS as an eligible protected action ballot agent, IRBLOTS has made the following changes to the senior personnel that conduct the ballots:

    a) **Anatha Anu** ceased employment with IR Balloting Pty Ltd in March 2024.

    b) **Rebecca Pezzutti** - Director or IR Balloting Pty Ltd and IRiQ Law Pty Ltd - Rebecca no longer has a day to day operational role in the conduct of ballots but remains the Director of IR Balloting Pty Ltd and oversees the work of the General Manager, and is the Privacy Officer for the purposes of the *Privacy Act 1988 (Cth)*.

    c) **Amanda Rixon** - General Manager of IR Balloting Pty Ltd – Amanda was appointed to the role of General Manager on 22 October 2025 and was trained by Rebecca Pezzutti in the operations and functions of the eligible protected ballot agent. Amanda now oversees the day-to-day operations of IR Balloting Pty Ltd and carries out the functions of the eligible protected ballot agent and is experienced in the conduct of enterprise agreement ballots.

    d) **Mary Rose Ilgan** – Balloting Officer of IR Balloting Pty Ltd – Mary Rose was appointed to the role of Balloting Officer in December 2024 and was trained by Anatha Anu and Rebecca Pezzutti in the operations and functions of the eligible protected ballot agent and now carries out the functions of the eligible protected ballot agent, and is experienced in the conduct of enterprise agreement ballots.

    e) **Alexnader Manlapaz** – Balloting Support Officer – Alexander was appointed to the role of Balloting Support Officer in February 2024 and was trained by Anatha Anu and Rebecca Pezzutti in the operations and functions of the eligible protected ballot agent. Alexander is responsible for supporting data collection,

management and entry into the IR BLOTS system and supporting the work of the General Manager and Balloting Officer.

f) **Connor Fraser-Grant** – Balloting Technology and Security Contractor – Conner undertakes routine and project-based technology and security management for IR Balloting Pty Ltd to ensure the highest standards of data protection and cyber security are maintained in the IRBLOTS system.

5. Supporting information:

a) IR Balloting Pty Ltd t/as IR BLOTS is a corporation and remains a fit and proper person to conduct protected action ballots, having regard to the following relevant considerations under section *468A(2)(a) Fair Work Act 2009 (Cth)*[1]:

    i) The qualifications and experience of the individuals who lead the organisation and those that are intended to conduct the ballots:

        I. See **Annexure A** for details of employees, their qualifications and experience, and submissions as to why each is a fit and proper person to conduct protected action ballots.

        II. Each of the employees of IRBLOTS are appropriately qualified and experienced to perform their role in the administration and management of ballots. Each employee is required to uphold the highest standards of honesty, accountability, independence and respect for the secrecy of the ballots, and the privacy of balloting information.

        III. The IRBLOTS team operates within a robust governance framework which includes data management protocols for the lawful collection, storage and use of data, including protocols for the provision of audit trails and data retention/deletion.

        IV. The IRBLOTs team undertakes continual improvement and professional development, with regular data handling and cyber risk training and performance reviews to ensure ongoing compliance, competence and adherence to best practice.

    ii) The experience with conducting ballots and the absence of issues (non-conformances) evident from that experience:

        I. IRBLOTS has conducted approximately 156 enterprise agreement ballots since 12 January 2024.

        II. The BLOTS system has been in operation for many years and previously used to conduct protected action ballots, such that it has demonstrated the capability to perform those ballots.

        III. No issues of non-conformance in the conduct of enterprise agreement ballots have arisen in the experience of IRBLOTS.

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[1] *IR Balloting Pty Ltd t/as IR BLOTS [2023] FWC 3067 at [17]*

iii) The systems that are in place to ensure the ballots are conducted fairly, democratically and expeditiously by fit and proper individuals and which ensure the integrity and privacy of the information provided to them by the parties:

   I. This is addressed further below in part b) to d).

iv) General standing within the community including whether they have a record of non-compliance with workplace laws and the absence of criminal convictions:

   I. IRBLOTS is well regarded in the industrial relations community. As an organisation it has sponsored events held by the Industrial Relations Society of Queensland and the Australian Labour and Employment Relations Association to support and foster education, capability and community in industrial relations.

   II. There is no record or issue with respect to non-conformance with workplace laws.

   III. Before appointment, employees of IRBLOTS are subject to a suitability assessment, including a criminal reference check and credit history report to confirm no history of either a criminal record, bankruptcy or significant financial default.

v) Independence or robust systems to ensure proper separation from the interests and influence of those whose members are being balloted and their employers:

   I. IRBLOTS is an independent organisaiton, with no ties or affiliations to any employer or employee, or any employer organisaiton or employee representative such as a union.

   II. IRBLOTS has no direct or indirect interest in the outcome of any protected action ballot.

   III. Balloting is conducted by a dedicated balloting officer with complete independence from any relationship or interest (whether direct or indirect) of any party to the protected action ballot proceedings.

b) IRBLOTS can ensure the secrecy and security of votes cast in any protected action ballot:

i) IRBLOTs owns proprietary software that has been purpose built for conducting industrial relations ballots. The system is known as BLOTS.

ii) Since the approval decision in 2023:

   I. Approximately 156 enterprise agreement ballots have been conducted using BLOTS;

   II. BLOTS has been subject to annual cyber penetration testing, which mimics a real world cyber-attack using the same techniques as

malicious hackers. The most recent penetration testing identified no critical system vulnerabilities.

    III.   BLOTS has employed a dedicated resource to manage the routine system maintenance of BLOTS and undertake projects to continuously test, monitor and improve the system capabilities, performance and resilience.

iii)   BLOTS is hosted on Amazon Web Services, with all the data stored exclusively in Australia to maintain data sovereignty.

iv)   IRBLOTS is certified to the DSI SMB1001 Standard of Gold Level 3, and deploys Essential 8 cyber risk mitigation strategies.

v)   All voter data is uploaded to IRBLOTS systems through a secure portal using encrypted connections, with permissions restricted to authorised personnel. Data is encrypted at rest and during transmission using SSL certificates, TSL1.3 and AES256 encryption.

vi)   IRBLOTs network is protected by a stateful firewall (Ubiquiti UGS Pro) and actively monitored via intrusion detection systems.

vii)   The system is designed so that there is no visibility to employers or other parties of how an individual vote has been cast, ensuring complete anonymity and preventing the linking of voters to voting outcomes.

viii)   BLOTS allocates each eligible voter a unique voting ID which enables employees to vote via SMS, email or telephone, however, ensures that only one vote can be cast for each unique voting ID.

ix)   BLOTS produces a report with a tally of votes, but does not disclose the way any individual voted.

c)   IRBLOTS can ensure that any protected action ballot will be fair and democratic:

i)   We ensure that every ballot is conducted in a fair and democratic manner through strong governance, secure systems and transparent processes.

ii)   Voting is conducted by secret ballot, with controls in place to ensure that each eligible voter can cast only on vote, through SMS or online. The system is designed to be accessible and user friendly, and voters are provided with appropriate and clearly communicated instructions on how to vote, to allow reasonable opportunity for participation. This improves access to the vote and enables greater levels of voter participation.

iii)   SMS and telephone voting options remove technological barriers to participation in the ballot.

iv)   Prior to the ballot opening, data is rigorously tested and validated to ensure the accuracy and completeness so that any data errors (old phone numbers or email address) are detected and all eligible voters are included. Throughout the voting period, we have real time monitoring and a defined risk mitigation strategy to promptly identify and address any

issues. Our security framework is supported by continual training and regular reviews to ensure evolving best practice standards to ensure the ongoing integrity, fairness and democratic legitimacy of the ballot process.

d) IRBLOTS can conduct any protected action ballot expeditiously:

i) We conduct ballots in an expedient, efficient, and fully compliant manner using our purpose-built balloting system and our team's extensive experience in administering the voting process.

ii) Ballots can be configured and deployed quickly, enabling them to commence as soon as required while still meeting all regulatory and governance obligations.

iii) Our data intake process ensures all data is collected in an efficient and smooth manner via secure electronic means. Depending on the size of the voting cohort and provided voter data is supplied in electronic format, typically a ballot can be set up and ready to open within a few hours.

iv) Our trained team members are assigned to work in pairs on each ballot, to ensure accuracy, continuity, oversight and timely management throughout the process.

v) Our system provides real-time information and monitoring during the voting period, allowing us to respond promptly to any issues. Once the ballot closes, results are generated instantly, and a ballot outcome report is provided without delay, ensuring prompt communication of outcomes while maintaining accuracy, integrity and compliance.

vi) A certified ballot report can be produced within minutes of the ballot closing.

6. Additional Information:

6.1. For the purpose of *Fair Work Regulation 3.11 (6) and (7)* the Fair Work Commission can be satisfied that:

a) IRBLOTS and each employee is bound to comply with the *Privacy Act 1988 (Cth)* in respect to the handling of information relating to the protected action ballot, and has published a Privacy Statement to its website at Privacy Policy - IR Balloting Pty Ltd; and

b) For the reasons set out in **Annexure A**, each individual who will carry out the functions of the protected action ballot agent is a fit and proper person, and the requirements in sub regulation 3.11(2)-(6) are met with respect to each individual.

6.2. IRBLOTS current Cyber Security Insurance and Professional Indemnity Insurance, each with a sum insured of $2M each and $4M in the aggregate for all claims.
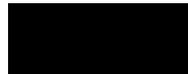
6.3. Although IRBLOTS has not conducted any Protection Action Ballots since the approval decision, the following matters are relevant to our desire to continue to be approved as an eligible projected action ballot agent:

a) Since the approval decision IRBLOTS has been invited to quote for a number of protection action ballots and been provided with positive feedback that the pricing and product offering by IRBLOTS is competitive in the market;

b) IRBLOTS has invested in a team of capable people to perform enterprise agreement ballots and those people are also capable of performing its obligations as an eligible protected action ballot agent;

c) IRBLOTS offers a competitive alternative to established providers, improving access to capability for conducting protected action ballots; and

d) The recent appointment of a General Manager enables IRBLOTS key personnel to invest in developing relationships with organisations requiring our services, which represents a growth area for IRBLOTS.

Declaration: There are no adverse findings made by a court or tribunal against the agent or any key people in volved in the agent's operation.

Rebecca Pezzutti, Director IR Balloting Pty
Ltd t/as IRBLOTS
Date: 16/03/2026

Amanda Rixon, General Manager IR Balloting
Pty Ltd t/as IRBLOTS
Date: 16/03/2026

Annexure A

Name	Qualifications/Experience	Enterprise Agreement Ballots conducted (approx)
Rebecca Pezzutti	Rebecca is a fit and proper person to complete ballots due to her experience, expertise, and professional integrity. She is a recognised leader in workplace and industrial relations law with over 19 years of legal practice and a professional career spanning almost three decades. Holding a Bachelor of Laws (First Class Honours) and a Master of Labour Law and Relations, she possesses a strong academic and professional foundation in areas directly relevant to ballot processes and compliance. In addition, she has significant practical experience managing and operating the BLOTS balloting system, demonstrating the technical knowledge, diligence, and reliability required to conduct ballots accurately and impartially.	Over 200
Amanda Rixon	Mandy is a fit and proper person to complete ballots due to her extensive professional experience, integrity, and demonstrated responsibility in sensitive roles. With over 20 years of experience as a Practice Manager, she has supported small businesses to improve efficiency and operational compliance. Her work has required a high level of accuracy, discretion, and accountability. In addition, Mandy has previously worked in both state and federal government roles that required security clearances, and she holds a current police check. These factors collectively demonstrate her reliability, trustworthiness, and suitability to undertake ballot responsibilities.	0
Mary Rose Ilgan/ Alexander Manlapaz	Mary Rose and Alex are both fit and proper persons to run ballots. Since their appointment, they have conducted approximately 156 ballots, and can each independently carry out the functions of the eligible protected ballot agents. Both received extensive training in the operations and functions of the BLOTS system and have substantial experience in conducting enterprise agreement ballots. They understand the importance of maintaining strict privacy and confidentiality requirements in the balloting process. In addition, they contribute to the review and updating of policies and processes relating to the ballot system to ensure its integrity and effectiveness.	156