



CONFIDENTIAL & INDEPENDENT
VOTING & SURVEYS

Online

SMS

Phone

How To Vote

Who is CiVS

CiVS provides you with an independent and confidential voting service.

Some clients who have engaged us to collect & count the votes of their employees or members include:



Australian Government
Attorney-General's Department



Australian Government
Australian Building and
Construction Commission



FEDERAL COURT
OF AUSTRALIA



Australian Government
Department of Agriculture
and Water Resources



Australian Government
Department of the Environment and Energy



CDPP

Australia's Federal Prosecution Service



Voting Information

- ✓ Votes are confidential.
- ✓ The Declaration of Result shows only totals of Yes and No votes.
- ✓ You are only eligible and able to vote once.

CiVS will provide directly to you the voting information via email and SMS

1. How you can lodge your vote
2. 6-digit Username
3. 4-digit PIN

If you misplace this information, please call for support on 1300 856 187.

Instructions by Email

Once in the site,
enter your
Username and
PIN to enter the
vote.

Dear Test,

You are invited to vote on the Costa (Berry Category) Enterprise Agreement 2023-2027.

CIVS is an independent voting service, who have been engaged to manage your enterprise agreement vote.

CIVS have been appointed by Costa Group to **protect your privacy** and ensure a fair and equitable vote result. All votes submitted will be **confidential** and **anonymous**.

The information within this email will assist you to lodge your vote.

Your unique login details are:

Username: 1049862


PIN: 8734

Voting Period

Voting Opens: Tuesday 17 October 2023 at 05:00 AEDT

Voting Closes: Thursday 19 October 2023 at 16:00 AEDT


To lodge your vote Online

 1. Using an Internet Browser (e.g., Google Chrome, Apple Safari etc), enter the web address: <https://costagroup.civsvote.com>

2. Enter your Username and PIN supplied by CIVS in this email.

3. Follow the on-screen instructions to register your vote.

To lodge your vote via SMS


 1. When the vote opens and if CIVS has your mobile number, you will receive a text asking if you vote in favour of the agreement.

2. Reply to the text with a 'Yes' or 'No'.

3. You will receive a receipt via reply text. If you do not, please call the support line.

Important: please ensure your employer has your current mobile phone number.

To lodge your vote via Phone

 1. Phone 1300 943 599 and follow the voice prompts.

2. Using your telephone keypad, enter your Username and PIN supplied by CIVS in this email.

Only votes lodged within the above voting period can be counted. You can only vote once and after you have submitted a vote it cannot be changed.

Help and support information:

Voting support is available for the duration of vote from 09:00 - 20:00 AEDT on 1300 856 187.

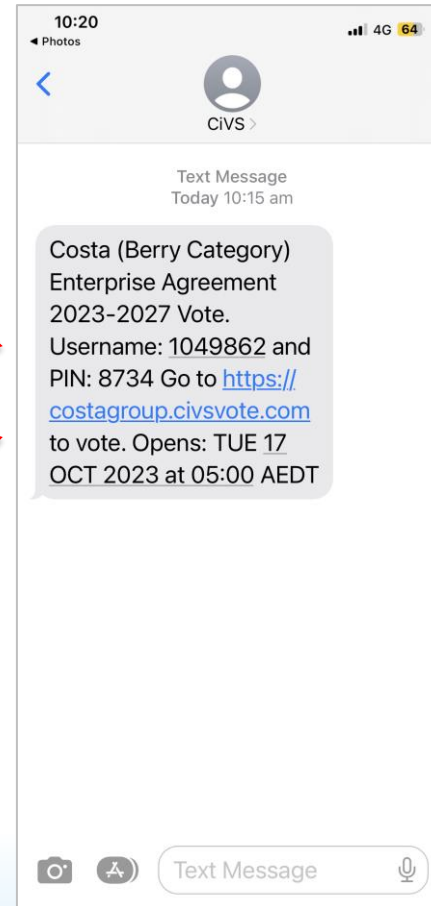
For information regarding the content of the agreement please contact your supervisor or HR representative.

To access the
online portal
click on the
link.

Instructions by SMS

In the site, enter your
Username and PIN to vote

To access the site,
click on the link



Online Voting Process

Costa (Berry Category) Enterprise Agreement 2023-2027

Costa
well grown

Login to Vote
Please use your personal security codes supplied by CIVS.

Username

PIN

Login to Vote

Costa (Berry Category) Enterprise Agreement 2023-2027

When you complete your vote it cannot be changed.

Do you vote in favour of the Costa (Berry Category) Enterprise Agreement 2023-2027?

Yes
 No

Continue

Finished: Costa (Berry Category) Enterprise Agreement 2023-2027

Your vote for the Costa (Berry Category) Enterprise Agreement 2023-2027 has been lodged.

Your CIVS voting receipt is **2C85-D5CA-F076-D386**.

Check Your Vote **Finish & Logout**

Enter your Username and PIN and follow the prompts

SMS Voting Process

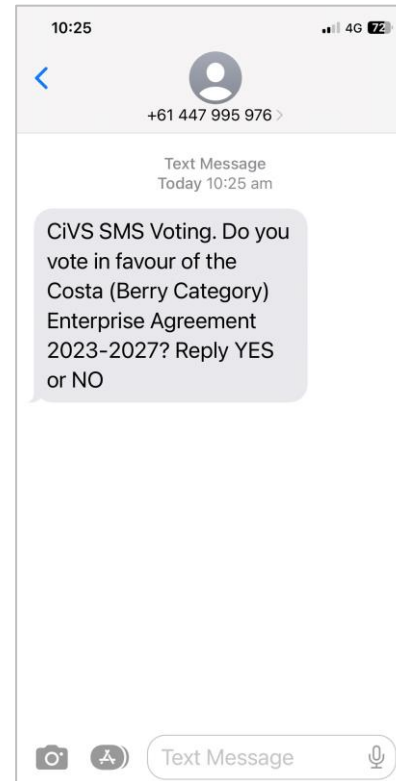
If CiVS has your mobile number, a SMS will be sent to your mobile.

To vote in **favour** of the agreement reply '**YES**'

To vote **against** the agreement reply '**NO**'

You will receive a receipt via reply text. If you do not, please call the support line.

Please ensure your employer has your current mobile phone number.



Phone Voting Process

1. Phone 1300 943 599 and follow the voice prompts.
2. Enter your Username.
You do not need to press #
3. Enter your PIN number.
You do not need to press #
4. To vote '**YES**' in favour of the agreement: Press **1** when instructed
5. To vote '**NO**' against the agreement: Press **2** when instructed
6. Once your vote has been lodged hang up.

Check Your Vote

You can check your vote by:

Clicking the 'Check Your Vote' button immediately after you vote



Finished: Costa (Berry Category) Enterprise Agreement 2023-2027

Your vote for the Costa (Berry Category) Enterprise Agreement 2023-2027 has been lodged.

Your CIVS voting receipt is **2C85-D5CA-F076-D386**.

Check Your Vote

Finish & Logout

Or

Clicking on the access link in your vote receipt email



Thank you **Test** .

Your vote for the Costa (Berry Category) Enterprise Agreement 2023-2027 has been lodged.

Your CIVS voting receipt is **2C85-D5CA-F076-D386**.

To check your vote, click here: <https://costagroup.civsvote.com/login>

Thank you for your participation.

Check Your Vote

You can then compare your vote receipt with the numbers on the vote validation screen

Costa (Berry Category) Enterprise Agreement 2023-2027

Compare your receipt with the numbers below:

Question: Do you vote in favour of the Costa (Berry Category) Enterprise Agreement 2023-2027?

If you voted **Yes** your Receipt is **2C85-D5CA-F076-D386**.

If you voted **No** your Receipt is **3ED6-D30E-40E0-2A25**.

[Finish & Logout](#)

Result Process

CIVS will deliver the Declaration of Result directly to your HR team.

The Declaration of Result only shows totals of Yes and No votes.

CiVS provides you an independent and confidential voting services.



DON'T FORGET TO VOTE