



## SUPPLEMENT

TO THE

# VICTORIA GOVERNMENT GAZETTE

OF WEDNESDAY, AUGUST 21, 1901.

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WEDNESDAY, AUGUST 21.

[1901.

## LEGISLATIVE COUNCIL.

MELBOURNE.  
SOUTH YARRA.  
NORTH-WESTERN.  
NORTHERN.  
WELLINGTON.  
GIPPSLAND.

THE Honorable the President has this day issued a Writ for the Election of a Member to serve in the Legislative Council of Victoria for each of the several Provinces named in the margin hereof; and the following arrangements have been made for the Election:—

Day before which Nomination is to be made	...	31st August, 1901.
Polling	... ..	12th September, 1901.
Writ to be returned on or before the	... ..	23rd September, 1901.

GEORGE H. JENKINS,  
Clerk of the Legislative Council.

Legislative Council Chambers,  
Melbourne, 21st August, 1901.

*Factories and Shops Acts.*

## DETERMINATION OF THE PASTRYCOOKS BOARD.

IN accordance with the provisions of the Factories and Shops Acts, the special Board appointed to determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the process, trade, or business of a pastrycook, has made the following Determination, namely:—

## MALES.

## Wages.

1. That the lowest prices or rates payable to the following classes of persons employed in the process, trade, or business of a pastrycook shall be—

Foremen, 1s. 1d. per hour, or £2 16s. 4d. per week of 52 hours.

Single hands, 1s. per hour, or £2 12s. per week of 52 hours.

Pastrycooks, other than foremen or single hands, 10d. per hour, or £2, 3s. 4d. per week of 52 hours.

## MALE APPRENTICES OR IMPROVERS.

*Proportion.*

2. That the number of male apprentices or improvers who may be employed within any factory or work-room or shop or place shall be—

1 such apprentice or improver to 1 adult male	}	Employed in the process, trade, or business of a pastrycook, and receiving not less than 10d. per hour, or £2 3s. 4d. per week of 52 hours.
2 such apprentices or improvers to 2 adult males		
2       "               "               3       "		
3       "               "               4       "		
3       "               "               5       "		
4       "               "               6       "		
and thence 1 such apprentice or improver to every additional 2 adult males		

*Wages.*

3. That the lowest prices or rates payable to male apprentices or improvers employed in the process, trade, or business of a pastrycook shall be as follows :—

*Under 16 years of age.*

For the 1st year's experience	...	...	5s. per week of 48 hours.
" 2nd "	...	...	10s. " "
" 3rd "	...	...	12s. 6d. " "
" 4th "	...	...	17s. 6d. " "
" 5th "	...	...	22s. 6d. " "
" 6th "	...	...	30s. " "
and thereafter the minimum wage determined by the Board.			

*Over 16 years of age.*

For the 1st year's experience	...	...	5s. per week of 52 hours.
" 2nd "	...	...	10s. " "
" 3rd "	...	...	12s. 6d. " "
" 4th "	...	...	17s. 6d. " "
" 5th "	...	...	22s. 6d. " "
" 6th "	...	...	30s. " "
and thereafter the minimum wage determined by the Board.			

## FEMALES.

*Wages.*

4. That the lowest prices or rates payable per week of 48 hours to the following classes of females over 21 years of age employed in the process, trade, or business of a pastrycook shall be—

Forewomen pastrycooks, forewomen ornamenters, or forewomen ornamental workers, 8d. per hour, or 32s. per week.  
Single hand pastrycooks, single hand ornamenters, or single hand ornamental workers, 7d. per hour, or 28s. per week.  
Female pastrycooks, ornamenters, or ornamental workers, 5d. per hour, or 20s. per week.

## FEMALE APPRENTICES OR IMPROVERS.

*Proportion.*

5. That the number of female apprentices or improvers who may be employed within any factory or work-room or shop or place shall be—

1 such apprentice or improver to 1 adult female	}	Employed in the process, trade, or business of a pastrycook, and receiving not less than 5d. per hour.
2 such apprentices or improvers to 2 adult females		
2       "               "               3       "		
3       "               "               4       "		
3       "               "               5       "		
4       "               "               6       "		
and thence 1 such apprentice or improver to every additional 2 adult females		

*Wages.*

6. That the lowest prices or rates payable to female apprentices or improvers employed in the process, trade, or business of a pastrycook shall be as follows :—

For the 1st year's experience	...	...	5s. per week of 48 hours.
" 2nd "	...	...	7s. 6d. " "
" 3rd "	...	...	10s. " "
" 4th "	...	...	12s. 6d. " "
" 5th "	...	...	15s. " "
" 6th "	...	...	20s. " "
and thereafter the minimum wage determined by the Board for female pastrycooks, ornamenters, or ornamental workers.			

## GENERAL WORK.

7. That the lowest prices or rates payable to persons employed at "General Work" in the process, trade, or business of a pastrycook shall be—

Males over 21 years of age	...	...	...	30s. per week of 60 hours.
Males (other than apprentices or improvers) 13 years or over, but under 16 years of age	...	...	...	7s. 6d. " 48 "
Males (other than apprentices or improvers), 16 years or over, but under 18 years of age	...	...	...	12s. 6d. " 60 "
Males (other than apprentices or improvers), 18 years or over, but under 20 years of age	...	...	...	17s. 6d. " 60 "
Males (other than apprentices or improvers), 20 years or over, but under 21 years of age	...	...	...	20s. " 60 "
Females over 21 years of age	...	...	...	17s. 6d. " 48 "
Females (other than apprentices or improvers) 13 years or over, but under 15 years of age	...	...	...	5s. " 48 "
Females (other than apprentices or improvers), 15 years or over, but under 17 years of age	...	...	...	8s. " 48 "
Females (other than apprentices or improvers), 17 years or over, but under 19 years of age	...	...	...	11s. " 48 "
Females (other than apprentices or improvers), 19 years or over, but under 21 years of age	...	...	...	15s. " 48 "

## DEFINITIONS.

8. (a) That, wherever occurring in this Determination, the expression "General Work" shall include—

Bringing in raw material.  
 Papering hoops.  
 Cleaning pans, tins, tools, or other utensils.  
 Washing of machines.  
 Buttering tins.  
 Bringing fuel to oven.  
 Cleaning bake-house.  
 Turning hand machines.  
 Labelling tins or boxes.  
 Wrapping cakes or flour.  
 Packing wedding cakes or other cakes.  
 Emptying tins or trays.  
 Cracking eggs, not including the separating.  
 Cleaning fruit and cutting peel.

(b) If male pastrycooks are employed preserving eggs or preserving peel they shall be paid not less than the minimum wage—10d. per hour—provided for male pastrycooks.

(c) "Foreman" or "Forewoman" shall mean a man or woman who is in charge of the bakehouse or bakehouses in adjacent buildings under one employer, and who plans out the work.

(d) "Single hand" shall mean a person who takes charge of the bakehouse or workroom with no pastrycook, ornamentor, or ornamental worker under his or her charge.

## OVERTIME.

9. That any male employé over the age of 16 years employed in the process, trade or business of pastrycook who works for any time in excess of the maximum number of hours per week fixed by this Determination shall be paid for such extra hours at the rate of time and a quarter.

10. That the above Determination shall come into force from and after the 2nd day of September, 1901.

Dated at Melbourne 12th day of August, 1901.

J. SADLEIR,  
 Chairman.

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that proper record-keeping is essential for transparency and accountability, particularly in financial matters. The text outlines various methods for organizing and storing data, including digital databases and physical filing systems. It also mentions the need for regular audits and reviews to ensure the integrity of the information.

2. The second section focuses on the role of communication in achieving organizational goals. It highlights the importance of clear and concise communication, both internally and externally. The text provides examples of effective communication strategies, such as regular team meetings, open-door policies, and the use of various communication channels like email, phone, and face-to-face interactions. It also discusses the importance of active listening and feedback loops to foster a collaborative work environment.

3. The third part of the document addresses the challenges of managing time and resources efficiently. It offers practical advice on prioritizing tasks, delegating responsibilities, and avoiding procrastination. The text suggests using time management tools like calendars, to-do lists, and project management software to stay organized. It also emphasizes the importance of taking breaks and maintaining a healthy work-life balance to prevent burnout and maintain productivity.

4. The final section discusses the importance of continuous learning and professional development. It encourages individuals to stay updated with the latest industry trends and technologies through various means such as attending conferences, taking courses, and participating in workshops. The text also mentions the value of mentorship and networking in gaining new insights and opportunities for growth. It concludes by stating that a commitment to learning is essential for long-term success in any field.