



# VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

[Registered at the General Post Office, Melbourne, for transmission by post as a newspaper.]

No. 156.]

THURSDAY, NOVEMBER 14.

[1918.]

Factories and Shops Acts.

## DETERMINATION OF THE PRINTERS BOARD.

NOTE.—This Determination, on the 25th November, 1918, applied to the Metropolitan District, as defined in the Factories and Shops Acts.

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 printing (including bookbinding)”, and granted extended powers on the 24th January, 1911, by Order in Council, so that it may fix rates for persons “employed in the process, trade, or business of—

- (a) stereotyping;
- (b) preparing printed matter for sale or distribution (including preparing wrappers or labels, folding, inseting, stapling, counting, wrapping, tying, labelling, carrying, or despatching,” has made the following Determination, namely:—

(1) That on the 25th November, 1918, the last previous Determination of this Board shall be revoked, and replaced by this Determination.

(2) APPRENTICES OR IMPROVERS.	Wages per Week of 48 hours.*			Wages per Week of 48 Hours.													
				Under 18 Years of Age.					18 and under 21 Years of Age.								
				1st 6 Months.	2nd 6 Months.	2nd Year.	3rd Year.	4th Year.		s. d.							
	Males.	Females.		s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.							
	Apprentices.	Improvers.		<p style="margin: 0;">Persons (other than apprentices, improvers, or females engaged in connexion with bookbinding) employed as operators of addressograph machines, feeders (not being persons in charge of cylinder machines), flyers employed on platen or cylinder machines, varnishers, machine bronzers, stone polishers, ink grinders, label punchers, binders, and gluers (by hand or machine) for quarter bound work cut flush, turned in paper sides, and all flush work not turned in, packers or persons preparing printed matter for sale or distribution, including preparing wrappers or labels, folding, inseting, stapling, counting, wrapping, tying, labelling, carrying or despatching—</p> <p style="margin: 0;">Males .. .. .</p> <p style="margin: 0;">Females .. .. .</p> <p style="margin: 0;">Attendants on line-casting machines, labourers, or roller boys .. .. .</p> <p style="margin: 0;">Tin-plate feeders, carriers, or cleaners-off—</p> <p style="margin: 0;">Males .. .. .</p> <p style="margin: 0;">Females .. .. .</p> <p style="margin: 0;">Copy-holders in daily newspaper offices—</p> <p style="margin: 0;">  Between 8 a.m. and 6 p.m. .. .. .</p> <p style="margin: 0;">  Between 6 p.m. and 8 a.m. .. .. .</p> <p style="margin: 0;">Persons employed on monotype casting machines .. .. .</p> <p style="margin: 0;">Female copy-holders .. .. .</p> <p style="margin: 0;">Message boys .. .. .</p> <p style="margin: 0;">Reader boys .. .. .</p> <p style="margin: 0;">Hand bronzer, when the work occupies in any week—</p> <p style="margin: 0;">  Less than four hours .. .. .</p> <p style="margin: 0;">  Four hours or more .. .. .</p>													
1st year	8 6	10 6									10 0	12 6	17 6	22 6	28 6	40 0	30 0
2nd "	10 6	12 6									15 0	14 0	18 0	22 6	28 6	40 0	30 0
3rd "	14 0	16 0									18 0	17 6	22 6	28 6	40 0	40 0	30 0
4th "	18 0	20 0									22 6	17 6	22 6	28 6	40 0	40 0	30 0
5th "	23 0	25 0									27 6	15 0	18 0	22 6	30 0	40 0	30 0
6th "	29 0	31 0									..	24 0	24 0	24 0	40 0	40 0	40 0
7th "	36 0	38 0									..	36 0	36 0	36 0	52 0	52 0	52 0
<b>PROPORTION.</b>				<b>Per Week of 42 Hours.</b>													
<i>Apprentices.</i>				15 0	20 0	25 0	30 0	40 0									
One male apprentice to every three or fraction of three male workers receiving not less than 57s. 6d. per week of 48 hours.																	
One female apprentice to every three or fraction of three female workers receiving not less than 32s. per week of 48 hours.																	
<i>Male Improvers.</i>																	
One male improver to every fifteen journeymen receiving not less than 76s. per week of 48 hours.																	
<i>Female Improvers.</i>																	
<b>BOOKBINDING.</b>																	
Two female improvers to every female worker receiving not less than 32s. per week of 48 hours.																	
<b>ANY OTHER BRANCH.</b>																	
One female improver to every 20 female workers receiving not less than 32s. per week of 48 hours.																	
An amended indenture of apprenticeship prescribed was approved on 2.3.16.																	
* While employed on hand bronzing, 4d. per hour extra.																	
Same as a male feeder 1s. per hour																	
<b>Per Week of 48 Hours.</b>																	
Under 16.				16 to 17.	17 to 18.	18 to 19.	19 to 21.										
s. d.				s. d.	s. d.	s. d.	s. d.										
10 0				14 0	18 0	22 0		28 6									
10 0				16 or over.		15 0											
10 0				15 0													
1st 6 Months.				2nd 6 Months.		Thereafter.											
s. d.				s. d.		s. d.											
8 0				9 0		15 0											

OTHER EMPLOYEES.

Classes of Persons.	Between 8 a.m. and 6 p.m.	Between 6 p.m. and 8 a.m.
	Per Week of 48 Hours.	Per Week of 48 Hours.
IN DAILY NEWSPAPER OFFICES.		
	<i>s. d.</i>	<i>s. d.</i>
Compositors, sluggers, bulk hands, or makers-up .. .. .	98 0	108 0
Adults (other than apprentices or improvers) learning composition on slug-casting machines, during three months' probation .. .. .	98 0	108 0
Readers or revisers—		
First two years' experience as such .. .. .	92 6	77 6
Thereafter .. .. .	92 6	97 6
Male copy-holders—		
First year's experience as such .. .. .	60 0	62 6
Thereafter .. .. .	60 0	67 6

Classes of Persons.	Between 7 a.m. and 6 p.m.	Between 6 p.m. and 7 a.m.
	Per Week of 42 Hours.	Per Week of 42 Hours.
IN ANY OTHER PLACE.		
	<i>s. d.</i>	<i>s. d.</i>
Persons (other than apprentices or improvers) composing on slug-casting machines or on monotype keyboards (including cleaning or remedying defective working of the machine)—		
During first five months' experience .. .. .	63 0	74 0
Thereafter .. .. .	85 9	96 9
	<i>s. d.</i>	
Compositors, sluggers, bulk hands, makers up, stereotypers, electrotypers, letterpress men, letterpress machinists, or persons in charge of cylinder machines (including time occupied in feeding) .. .. .	78 0	per week of 48 hours.
Proof readers or revisers .. .. .	82 0	" " "
IN ANY PLACE.		
Persons in charge of four or more monotype casting machines .. .. .	66 0	per week of 42 hours.
Persons employed on monotype casting machines .. .. .	57 6	" " "
Attendants on—		
1 to 3 line-casting machines .. .. .	60 0	per week of 48 hours
4 to 8 line-casting machines .. .. .	66 0	" " "
9 or more line-casting machines .. .. .	75 0	" " "
Lithographers employed on rotary machines, quad-crown and over .. .. .	82 0	" " "
Lithographers employed on rotary machines, under quad-crown .. .. .	80 0	" " "
All other lithographers .. .. .	78 0	" " "
Tin printers .. .. .	82 0	" " "
Stone polishers .. .. .	61 0	" " "
Storemen or packers who work singly .. .. .	61 0	" " "
Storemen who supervise 1 to 3 persons .. .. .	66 0	" " "
Storemen who supervise 4 or more persons .. .. .	71 0	" " "
Printing ink grinders and publishing despatchers .. .. .	60 0	" " "
Bookbinders, vellum binders, letterpress binders for turned-in work, by hand or machine, including those who saw and roll books (excepting persons only employed on quarter bound work cut flush, turned in paper sides), marblers, finishers, paper rulers ( <i>i.e.</i> , a person who makes ready, sets pens or discs on the machine, mixes inks, rules proofs, or regulates the supply of ink to the machine), blockers (except for blind blocking), guillotine machine cutters, gilders, leather cutters, pocket-book makers, and hand indexers .. .. .	76 0	" " "
Bookbinding forewomen who supervise or are responsible for the work of—		
From 3 to 8 employees .. .. .	37 6	" " "
From 9 to 20 employees .. .. .	42 6	" " "
Over 20 employees .. .. .	45 0	" " "
Female sewers or takers-down of letterpress work .. .. .	34 6	" " "
Female tin plate feeders, carriers, or cleaners off .. .. .	33 6	" " "
All other adult males .. .. .	57 6	" " "
All other adult females .. .. .	32 0	" " "

CASUAL LABOUR.

(3) That casual workers (*i.e.*, persons engaged in feeding or publishing, in other than daily newspaper offices, during any week for not more than one-half the maximum number of hours fixed as a week's work) shall be paid 2d. an hour in addition to the rates fixed.

TIMES OF BEGINNING AND ENDING WORK.

(4) That the times of beginning and ending work (except in daily newspaper offices) for any person (other than those composing on slug-casting machines, or monotype keyboards) shall be:—

Time of Beginning.	Time of Ending.
8 a.m. .. .. .	12.30 p.m. on Saturdays, and 6 p.m. on the other working days of the week.

OVERTIME.

(5) That the following rates shall be paid for work done during the times specified hereunder, viz. :—

*In Daily Newspaper Offices.*

By any person (except those composing) in excess of the maximum number of hours fixed for a week's work .. .. . Time and one-third.

*In any other Place.*

Composing on slug-casting machines or monotype keyboards—  
In excess of 42 hours in any week .. .. . Time and one-third.

Any other work—  
Within the times of beginning and ending work as specified in Clause 6 in excess of the maximum number of hours fixed for a week's work .. .. . Time and one-third.  
Between 6 p.m. and 10 p.m. on any of the ordinary working days of the week .. .. .  
Later than 12.30 p.m. or earlier than 8 a.m. on Saturday .. .. . Time and a half.  
Later than 10 p.m. or earlier than 8 a.m. on any other working day .. .. .

(6) SPECIAL RATES.—Double time shall be the special rate of payment payable to any person (except those employed in daily newspaper offices) for all work done on—Sundays, Good Friday, Eight Hours Day (21st April), or Christmas Day; but if any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays, the special rate shall only be payable for work done on the day so substituted.

PIECE-WORK PRICES.

(7) That the lowest piece-work prices payable for the following kinds of work shall be :—

Work.	Where Performed.	Schedule to which Subject.	Between 8 a.m. and 6 p.m.	Between 6 p.m. and 8 a.m.
			Per 1,000 ens.	Per 1,000 ens.
Linotype or monoline work .. .. .	In daily newspaper offices .. .. .	Fourth .. .. .	3d.	3½d.
			Between 7 a.m. and 6 p.m.	Between 6 p.m. and 7 a.m.
			Per 1,000 ens.	Per 1,000 ens.
Linotype or monoline work .. .. .	In any other place .. .. .	Second .. .. .	3½d.	4d.
Linotype or monoline work, slugs over 10 point .. .. .	In any other place .. .. .	Second .. .. .	4d.	4½d.
Monotype composition .. .. .	In any other place .. .. .	Third .. .. .	3d.	3d.
For all kinds of English composition—				
From ruby to pica inclusive .. .. .	In any other place .. .. .	First .. .. .	1s. 2d. per 1,000 ens	
Above pica and below ruby .. .. .	In any other place .. .. .	First .. .. .	1s. 4d. per 1,000 ens	

SCHEDULES REFERRED TO.

FIRST SCHEDULE.

*Hand Composition Scale.*

- All kinds of composition entirely in a foreign language shall be done on time, unless composers are employed of the same nationality as the language in which the work is composed.
- All kinds of music composition, Greek, Hebrew, or dead languages, shall be done only on time.
- Alterations from copy to be done by the "house," or charged for every line passing through the stick, and all marks in revises not appearing in the first proof to be corrected by the "house."
- All kinds of composition in the English language shall be cast up at the standard rate per 1,000 en quads; where the 26 lower-case letters are less than the 26 en quads the cast up shall be by the lower-case letters; a thick space to be considered as an en quad in width. Em and en quads, or whatever may be used at the beginning or end of lines, to be reckoned in the width. Bastard founts to be cast up to the width of the smaller body of the founts to which they belong.
- All persons employed on column or tabular matter, with or without headings or rules :—Two columns—two justifications or arrangements to constitute half-measure—1s. 6½d. per 1,000 ens. Three columns—three justifications or arrangements—1s. 9d. per 1,000 ens. Four columns—four or more justifications or arrangements—2s. 4d. per 1,000 ens. In all cases where braces are to be pieced each brace shall constitute a column.
- Tabular or column matter with headings in smaller type than the body is to be cast up at the relative value of the two bodies.
- Introductory lines or footnotes attached to table matter not exceeding six lines each to be charged as part of the table.
- Matter consisting of subscribers' names with the sums of money run out to the end of the line; names of horses with st. and lb. run out; and measurements of land with acres, roods, and perches run out take no extra charge; but where there are two columns of such figures brought into the same width, 1s. 6½d. per 1,000 ens; three columns, 1s. 9d. per 1,000 ens; four or more columns, 2s. 4d. per 1,000 ens. In all matter which requires casting-off to ascertain proper widths for the purpose of ranging (whether such matter consists of words or figures) each width or ranging shall be considered a column—with or without rules or headings.
- Run-on matter, such as is shown in Appendix B, and other matter of a similar character causing extra delay and trouble to the compositor, 1s. 6½d. per 1,000 ens.
- Takings composed with ancient spelling, or dialect, 1s. 9d. per 1,000 ens.
- All matter with a border round, whether formed of rules, letters, or otherwise, 2s. 4d. per 1,000 ens.
- Algebraical workings to be charged 2s. 4d. per 1,000 ens; matter interspersed with algebraical signs, 1s. 9d. per 1,000 ens.
- Narrow measures (other than tabular) :—Ten ems pica and over, at 1s. 2d. per 1,000 ens; 8 ems and under 10, 1s. 5½d. per 1,000 ens; 4 ems and under 8, 1s. 9d. per 1,000 ens; under 4 ems, 2s. 4d. per 1,000 ens.
- All lines composed away from the frame, 2s. 4d. per 1,000 ens.

[NOTE.—1s. 5½d. = 1½; 1s. 6½d. = 1½; 1s. 9d. = 1½; 2s. 4d. = double.]

SECOND SCHEDULE.

*Linotype and Monoline Work.*

- All kinds of composition in the English language shall be cast up at the standard rate per 1,000 en quads; a thick space over to be considered as an en quad in width. Em and en quads, or whatever may be used at the beginning or end of lines, to be reckoned in the width. Bastard founts to be cast up to the width of the smaller body of the founts to which they belong, provided that multipliers shall not be less than in Appendix D.
- All persons employed on column or tabular matter cast on one bar :—Two columns—two justifications or arrangements to constitute half measure—4½d. per 1,000 ens. Three columns—three justifications or arrangements—5½d. per 1,000 ens. Four columns—four or more justifications or arrangements—7d. per 1,000 ens. (The above charges are to be made whether the matter is with or without headings or rules.)
- Matter requiring two bars to complete one measure (not being tabular matter), 4½d. per 1,000 ens; three 5½d. per 1,000 ens; four or more, 7d. per 1,000 ens.

## SECOND SCHEDULE—continued.

4. All lines cast by the machine shall be charged as full lines except when the vice jaw is reduced, when the full measure will be charged only for the first twenty lines.
5. Run-on figure matter (such as timber and wool sales and similar matter), 4½d. per 1,000 ens. (See Appendix B for sample.)
6. All matter with a border round, whether formed of rules, letters, or otherwise, 7d. per 1,000 ens.
7. Matter of and above four lines composed in other than ordinary English (*e.g.*, dialects), 5½d. per 1,000 ens; and foreign languages, 7d. per 1,000 ens.
8. One line extra shall be charged for each word of small caps, italic, clarendon, fed in by hand, but where such words are set on the keyboard one line extra shall be charged for each line containing such words, excepting small caps, which shall be charged one line extra for each word. When double letter matrices are used, matter set on the upper tier amounting to over twenty-five continuous lines shall be charged 5½d. per 1,000 ens, and matter comprising twenty-five lines or under shall be charged 7d. per 1,000 ens.
9. Matter having to be transposed by the operator (*i.e.*, which is not set up in the order in which it appears in copy), 4½d. per 1,000 ens. Illegible or indistinct copy, 4½d. per 1,000 ens.
10. All first-proof and revise corrections (marks left undone in the first proof) to be done by the operator. "House" marks to be charged 7d. per 1,000 ens, if done by the operator. All "slugging" to be done by the "house."
11. All types above 10 point in size shall be charged ¼d. per 1,000 ens extra, and 14-point type shall be charged by the 10-point multiple in addition.
12. All matter set from books or copy that will not go on the copy-tray, 4½d. per 1,000 ens.
13. Alterations from copy in the first proof to be charged at the rate of 7d. per 1,000 ens for every line affected by such alterations. Authors' proofs to be charged at the same rate, but not less than twelve lines to be charged for any author's proof. The "house" shall be entitled to correct all revises or authors' marks on time.
14. Twelve lines of 16 ems pica or less, or their equivalent in wider measure, shall constitute a machine "take" of copy.
15. Matrices coming down wrong channel, transposition of matrices, repeated missing of matrices, matrices repeating of their own accord, space bands transposing, and sunken letters shall constitute machine errors, and shall be charged as "house" marks, provided that the attention of the engineer shall have been called to such defect, and he shall have failed to remedy the matter.
16. Changing or altering mould in linotype machine, 4d.; changing magazine, 4d.; emptying and refilling magazine, 1s. Mergenthaler models Nos. 8 and 9 to be excepted in so far as changing magazine on the machine only is concerned.
17. Changing or altering mould in monoline machine, 5d.; changing magazine, 3d.; emptying and refilling magazine, 1s.
18. Slugs of 26 ems pica and over set in 6 point or smaller to be charged ¼d. per 1,000 ens extra; measures of 27 ems pica and over set in type larger than 6 point to be charged ¼d. per 1,000 ens extra.
19. Balance-sheets to be charged not less than one-third extra.

[NOTE.—4½d. = 1½; 5½d. = 1½; 7d. = double.]

## THIRD SCHEDULE.

*Monotype Work.*

1. All kinds of composition in the English language shall be cast up at the standard rate per 1,000 en quads; a thick space over to be considered as an en quad in width. Em and en quads, or whatever may be used at the beginning or end of lines, to be reckoned in the width. Bastard founts to be cast up to the width of the smaller body of the founts to which they belong, provided that the multipliers shall not be less than in Appendix D.
2. All persons employed on column or tabular matter—Two columns—two justifications or arrangements to constitute half measure—4d. per 1,000 ens. Three columns—three justifications or arrangements—4½d. per 1,000 ens. Four columns—four or more justifications or arrangements—6d. per 1,000 ens. (The above charges are to be made whether the matter is with or without headings or rules.)
3. All lines cast by the machine shall be charged as full lines.
4. Matter in all types up to brevier inclusive set to measure under 12 ems pica, 4d. per 1,000 ens; under 9 ems pica, 4½ per 1,000 ens. All types above brevier set to less than 13 ems pica to be charged by brevier multiple.
5. Run-on figure matter (such as timber and wool sales and similar matter), 4d. per 1,000 ens. (See Appendix B for sample.)
6. All matter with a border round, whether formed of rules, letters, or otherwise, 6d. per 1,000 ens.
7. Matter of and above four lines composed in other than ordinary English (*e.g.*, dialects), 4½d. per 1,000 ens; and foreign languages, 6d. per 1,000 ens.
8. Matter having to be transposed by the operator (*i.e.*, which is not set up in the order in which it appears in copy), 4d. per 1,000 ens. Illegible or indistinct copy, 4d. per 1,000 ens.
9. All first-proof and revise corrections (marks left undone in the first proof) to be done by the operator. "House" marks to be charged 6d. per 1,000 ens, if done by the operator.
10. All matter set from books or copy that will not go on the copy-tray, 4d. per 1,000 ens.
11. Alterations from copy in the first proof and authors' proofs shall be done on time.
12. Twenty lines of 16 ems pica or less, or their equivalent in wider measure, shall constitute a machine "take" of copy.

[NOTE.—4d. = 1½; 4½d. = 1½; 6d. = double.]

## FOURTH SCHEDULE.

*Linotype or Monoline Work in the Offices of Daily (Morning or Evening) Newspapers, and Weekly or other Newspapers connected therewith.*

1. All kinds of composition in the English language shall be cast up at the standard rate per 1,000 en quads. Where the twenty-six lower-case letters are less than the twenty-six en quads the cast-up shall be by the lower-case letters; a thick space to be considered as an en quad in the width. Em and en quads or whatever may be used at the beginning or end of lines to be reckoned in the width. Bastard founts to be cast up to the width of the smaller body of the founts to which they belong.
2. Matter consisting of subscribers' names with the sums of money run out to the end of the line; names of horses with st. and lb. run out; measurements of land with acres, roods, and perches run out, and matter of a similar nature (see Appendix A), take no extra charge; but where there are two columns of such figures brought into the same width one-third extra to be charged; three columns, one-half; four or more columns, double. Other matter which requires casting off for the purposes of ascertaining proper widths for the purposes of ranging, whether such matter consists of words or figures, each width or ranging to be considered a column, whether with or without rules or headings.
3. Run-on figure matter, that is to say, matter corresponding with specimens (see Appendix B), shall take a charge of one-third extra.
4. The following contractions shall be made in small advt.s., with the proviso that if a contraction is not made operator shall not be held responsible, and if altered by reader shall be "house" marked:—Accommodate, accommodation (accom.), board and residence (bd. and res.), conveniences (conv.), comforts or comfortable (comf.), electric light (E.L.), furnished (furn.), immediate or immediately (immed.), moderate (mod.), married couple (M.C.), rooms (r.), recommend or recommended (rec.), suburb or suburban (sub.).
5. All matters with a border round, whether formed of rules, letters, or otherwise, to be charged double if set on the machine.
6. Piece hands kept waiting for copy shall charge at the ordinary time rate. Up to 4 minutes at any time not charged; four minutes or over to be cumulative during the shift; time thus accumulated to be charged as follows:—Eight minutes, quarter of an hour; twenty-five minutes, half-an-hour; thirty-five minutes, three-quarters of an hour; fifty minutes, one hour.
7. Illegible or indistinct copy is to be charged one-third extra, subject to the approval of the Printer. Instructions as to type leads, &c., to be written on the first slip of copy.
8. All advertisements set in type larger than the standard shall be charged by depth according to the standard type of the advertisement columns.
9. Tabular or column matter, with headings in smaller type than the body, is to be cast up according to the relative value of the two bodies.
10. Introductory lines or footnotes attached to tabular matter not exceeding six lines each, to be charged as part of the table.
11. All leads, other than those used in making up, to be charged by the compositor or operator, but if matter composed solid shall be afterwards leaded by the "house," the value of the leads shall be the property of the piece companionship.

FOURTH SCHEDULE—continued.

12. All appearing lines to be charged.
13. Compositors or operators called on time for any description of "house" work to charge not less than one hour, beyond that the fractional parts of an hour to be charged at the ordinary time rate.
14. Men employed on morning papers brought in to produce extra issues on Saturdays or on Sundays before the usual hour for taking up copy shall be paid double rates for a minimum shift of four hours. When brought in for extra issues before the time fixed for taking up copy at other times, a minimum of four hours at ordinary rates shall be paid. Men employed on evening papers brought in to produce extra issues on Saturday nights or on Sundays shall be paid double rates for a minimum shift of four hours. When brought in on other nights for extra issues, a minimum of four hours at ordinary rates shall be paid. Men brought in for extra issues shall not be required to set stop copy, but will be required to do any work necessary for the production of the issue.
15. All stoppages of five minutes and upwards on morning, evening, and weekly papers connected therewith, to be cumulative, and are to be charged at the ordinary time rate of the office, provided the machine stoppage is not caused by the fault of the operator.
16. The following are the extra charges to be made for column or tabular matter cast on one bar:—Two columns—two justifications or arrangements to constitute half measure—one-third extra. Three columns—three justifications or arrangements—to take the charge of one-half extra. Four columns—four or more justifications or arrangements—to be charged double. (The above charges are to be made whether the matter is with or without headings or rules.) For specimens of the above, see Appendix C.
17. All lines cast on the machine shall be charged as full lines.
18. Matter requiring two bars of the ordinary measure of the papers to complete one measure (not being tabular matter) to be charged one-third extra; three, one-half extra; four or more, double.
19. One line extra shall be charged for each word of small caps, italics, clarendon, &c., fed in by hand; but where such words are set on the keyboard one line extra shall be charged for each line containing such words, excepting small caps, which shall be charged one line extra for each word.
20. Where advertisement dividing rules do not appear, one line shall be allowed for every advertisement that might carry the rule.
21. Matter having to be transposed by the operator, i.e., which is not set in the order in which it appears in the copy, shall be charged one-third extra.
22. All first-proof and revise corrections (marks left undone in the first proof) to be done by the operator. "House" marks to be charged double if done by the operator. All "slugging" to be done by the "house." The "house" shall be entitled to correct all revises or authors' proofs on time.
23. All matter set from books or copy that will not go on the copy-tray to be charged one-third extra.
24. Twelve lines of 13 ems pica or less, or their equivalent in wider measure, to constitute a machine "take" of copy. Copy given out at one time, whether referring to different articles or not, shall constitute one "take."
25. That matrices coming down wrong channel, repeated transposition of matrices, repeated missing of matrices, matrices repeating of their own accord, space bands transposing, and sunken letters shall constitute machine errors, and shall be charged as "house" marks provided they are not caused by fault of operator. The attention of the engineer shall immediately be called to such defect.
26. All displayed advertisements to be charged at movable piece rate. The "house" shall have the option of composing same on time, the matter afterwards to be charged by the piece-companionship at machine rates.
27. Operators shall complete all "takes" as far as possible on machine, but where such "take" requires type heading, leads, rules, rules to advertisements, whiting, cutting, fitting, or extension of any kind, all such work required to complete "take" shall be done by the "house," the completed "take" as appearing to be charged by the operator. Leads cast on the bar shall be charged by the operator.
28. No charge for standing time shall be made for the first change of magazine during the night or day's work, but for any subsequent change standing time shall be charged.
29. If a machine is changed by order to a different type, the operator shall not be required to change it again to make corrections which shall be done by the operator on a vacant machine.
30. Any machine hand required to go upon time to be paid at the ordinary time rate. The same rate of payment to apply to any case hand sent temporarily to machine, and to any machine hand sent temporarily to case.
31. Operators on morning papers required to take up copy before the time fixed for commencing the night's work shall be entitled to charge 1s. per hour in addition to the value of the matter set; not less than one hour to be charged. If employed at such times correcting, the same charge shall be made, in addition to the ordinary time rate.
32. Matter of and above four lines composed in other than ordinary English (e.g., dialects) to be charged one-half extra, and foreign languages double, for each line.
33. All block headings, let-in or other blocks in news or advertisements, shall be charged by the operator. In permanently illustrated papers the "house" shall be entitled to all blocks, illustrations, &c., except in advertisements, blocks in which shall be charged by the operator.
34. Alterations from copy in the first proof to be charged at the rate of two lines for every line affected by such alterations. Authors' proofs to be charged at the same rate, but not less than twelve lines to be charged for any number of authors' proofs or copy given out at one time. The "house" shall be entitled to correct all revises or authors' marks on time.
35. Standing advertisements are the property of the employer until they are given out for distribution. Alterations in standing advertisements must be charged at the rate of two lines for each line "set." Where such alterations affect more than half the length of the advertisement, if twelve inches or under, or three-fourths if above twelve inches, the whole to be given out as ordinary copy. All extensions to standing advertisements, whether by "leading" or "whiting out," to be charged in lines by the operators.
36. If any difficult matter should in the opinion of the Printer take an extra charge, the same shall be granted by the "house," and the charge settled by the specimens mutually agreed to.
37. All newspapers composed on the piece system, shall be given out to the piece hands in their entirety. No undue advantage shall be permitted to one hand over another, and all advantageous matter shall be equitably divided in such manner as the piece hands may decide.

APPENDIX A.

Common and Cut-in Matter.

Mrs. Jones, N. Melbourne	..	..	..	..	..	..	£	10	5	0
Mr. Hammond, Richmond	..	..	..	..	..	..	..	5	5	0
Miss Hemingway, Carlton	..	..	..	..	..	..	..	0	2	6
								£15	12	6
Benevolent Asylum:—										
General Expenses	..	..	..	..	..	..	£2,377	2	9	
Interest on moneys borrowed	..	..	..	..	..	..	306	4	1	
Principal repaid	..	..	..	..	..	..	800	0	0	
								£3,573	6	10
Alfred Hospital:—										
Current expenses	..	..	..	..	..	..	£25	5	0	
Medicines	..	..	..	..	..	..	90	11	6	
Spirits, &c.	..	..	..	..	..	..	40	15	8	
								£156	12	2
Less various deductions	..	..	..	..	..	..	10	4	6	
								£146	7	8

[The first portion of the preceding specimen is plain matter, but the cut-in matter in the second portion takes a charge of one-third extra, and that in the third portion of one-half extra.]

APPENDIX B.

**MINE MANAGERS' REPORTS, WHERE FIGURES AND CONTRACTIONS PREDOMINATE.**—Ajax N., Daylesford, 15th.—500ft. level—W. xout to 26ft., in slate country. N. at No. 6 over intermediate stoping 7ft., 5ft. of 7dwt. stone. Stope N. of No. 7 rise 8ft. wide, value 5dwt. Stopes under No. 7 S. of shaft, stone 4ft., value 4dwt. No. 8 S. to 113ft., full face, low-grade stone. No. 9 N. to 437ft., very hard sandstone, with quartz leaders; expect out W. reef in about two weeks. Rise from 9ft. to 44ft., reef 2½ft., low grade.

**MINING QUOTATIONS.**—Tuesday's sales and quotations:—War Loan Bonds, £100 12/6, £10 Bonds, £10 1/. Melbourne Electric, 30/4½. New wheat scrip, 7d. S.A. Brewing, 11/7½. Hampden, 25/4½, b. 25/6, s. 25/6. Mt. Lyell, b. 28/3, s. 29/3. Wallaroo, b. 55/6, s. 55/3. Block 10, b. 24/3, s. 25/6. Block 14, ord., 9/6.

**COMMERCIAL TELEGRAMS.**—SYDNEY.—Tuesday's quotations:—Eggs, hen, new laid, 1/; few, 1/1. Lucerne: Hunter River, small bales, £4; large, prime green, £3; other grades, from £1 a ton. Broom millet, prime long, £43 to £45. Oats: Tasmanian Giant, 4/; Algerian feed, 3/4 to 3/6; milling, 3/6 to 3/8 a bushel.

**TIMBER AND WOOL SALES.**—Timber.—Retail prices for kauri pine are as follow:—Flooring and lining, at per 100 feet lineal:—Finished Size: 4 x ½, T. and G. (V.J. or Bd.), 14/9, 11/9, and 9/6; 4 x ¾, do., 14/9, 12/6, and 10/6; 4 x 1, 17/6, 15/, and 12/3; 4 x 1½, 17/9, 15/, and 12/6; 4 x 1¾, 21/3, 18/.

**PAWNBROKERS' SALES.**—S.S. Key, Watch, 4/2/17; ½-h. dia. and saph. r., 4/2/17; 15-c. g. bangle, 5/2/17; 15-c. g. Walt. watch, 6/2/17; E.P. cruet and stand, 7/2/17; 18-c. dia. and turq. r., 8/2/17.

**COUNTRY SHOWS.**—Draught Stock.—Imported or colonial stallion, any age: O. J. Syme, Macedon, 1 and ch.; T. McKay, Malmesbury, 2. Yearling colt: T. McKay. Grand draught sires' produce prizes, 1916, one-year-old colts: O. J. Syme. Brood mare: W. M. Rowan. Dry Mare: J. O'Sullivan. Three-year-old filly: A. McKnight and Son. Two-year-old filly: C. Sampson. One-year-old filly: O. J. Syme. Grand draught sires' produce prizes, 1916, one-year-old fillies: O.

**MARKETS.**—Quotations on Saturday were as follow:—Peas, 12 to 20/ per 100 lb.; carrots, 1/8 to 1/9 doz. bunches; garlic, 2d. to 4d. per lb.; marjoram, 6d. to 8d. doz. bunches; onions, green, 6d. to 8d. doz. Live Stock.—Dalgety and Co. Ltd. sold—Wethers: 324 crossbred, trustees late Peter M'Intyre, Murdeduke, Winchelsea, to £1 17/, averaging £1 15/; 319 merino, P. and S. Lang, Titanga Estate, Lismore, to £1 12/6, averaging £1 10/6, making the highest price.

**SPORTING.—ENTRIES, WEIGHTS AND RESULTS.**—Maiden Plate, £10, five furlongs.—Pomra, Ocean Lassie, Toompang, Royira, Safety Brake, King Aurate, A.G., Languist, Oundel, Milkido, Glenalma, Tony Campbell, King Vanor. Flying Handicap, five furlongs.—St. Ibez, 8.13; Bonegilla, 8.9; Guerino, Torchy, 8.5; Dhuldul, Lodgebolt, 8.3; Mr. Sim, 7.11; Wallwong, Dream Man, 7.7; Petain, 7.3; Lord Tom, 7.0; Combat Jack, 6.11; Coranderk, Breans, Aboyne, 6.7. Maiden Plate, five furlongs.—B. Hoysted's b m Safety Brake (Brakpan—Safety), 5y., 8.12 (P. Hoysted), 1; H. Lawson's Loch Doon, 5y., 8.12 (Glennon), 2; W. White's Milkido, 4y. (H C. Lane), 3. Gnarong also started. Betting: 3 to 1 on Safety Brake, 3 to 1 against Milkido, 10 to 1 others. Won easily.

**RUN-ON CRICKET (SENIOR).**—NORTH MELBOURNE.—First Innings.—W. Carlton, c Leonard, b Anderson, 0; Bracher, lbw, b St. John, 0; Rohsburn, b Lockyer, 16; Hardy, c Woodbury, b Lockyer, 14; Johnson, not out, 24; S. O'Brien, not out, 29. Sundries, 6. Four wickets for 89.

**LAWN TENNIS.**—Schools Combined Doubles.—R. C. Tuck (Wesley) and Miss Boyd (P.L.C.) beat J. R. Aitken (S.C.) and Miss N. Grant (Clyde), 5-6, 6-5; C. Fitts (C.E.G.S.) and Miss S. Shuter (Toorak Col.) beat G. Whitmore (S.C.) and Miss Wright (P.L.C.).

**YACHTING.**—The course was six miles. Results:—Native (W. Peel), 17 min., 1; Wanderer (C. Mathews), 1 min. 50 sec., 2; Solutis (A. Ogden), sc., 3. Winner's net time, 1 hr. 41 min.

**FOOT RACING RESULTS.**—Sheffield Handicap, 100 yards.—First Heat: H. Robinson, 9½ yds., 1; C. Meyers, 7½ yds., 2. Time, 10 1-5th sec. Second Heat: T. Hartigan, 11 yds., 1; A. J. Davies, 9½ yds., 2. Time, 10 1-5th sec. Third Heat: P. Sheehan, 10 yds., 1; J. Dooley, 9½ yds., 2. Time, 10 sec.

**MILITARY MEDALS.**—2020, Pto. J. A. Amesbury, Inf.; 4378, Bomdr. W. C. H. Anderson, F.A.; 256, Pto. (Lance-Corp.) N. Andrew, Inf.; 2123, Fitr. J. Bailey, F.A.; 815, Gnr. H. R. Buntton, Art.; 2441 Spr. T. F. Burke, Engrs.; 2442, Spr. J. Coad, Engrs.

**SUBSCRIPTION LIST.**—Acknowledged, £201 7/6; Mr. Thomas Robertson, £5; Mr. S. Cleve, £5; Boort Red Cross, £5; Mrs. S. H. Palmer, £2 2/6; Mr. George Buchanan, £2 2/; Interested, £1 1/; Joske, Best and Co., £1 1/; Dr. E. R. Sawrey, £1 1/; Mrs. C. Griffiths, £1 1/; Lady Miller, £1 1/.

**UNIVERSITY EXAMINATIONS.**—Surveying, Part I.—Honor Candidates.—Obtained Honors: No. 1249, 1254, 1258. The following candidates have passed:—No. 1244, 1245, 1246, 1247, 1250, 1257. Pass Candidates.—Passed: No. 1248, 1253, 1256, 1260.

**EGG LAYING COMPETITION.**—Section "B."—Individual Birds.—Class 2 (Leghorns, Dry Mash).—Izard and Tierney (White Leghorns), 168; A. Chung (White Leghorns), 165; T. A. Pettigrove (White Leghorns), 163.

**RUN-ON CRICKET (JUNIOR), RIFLE SHOOTING AND WEATHER.**—PARS. OF 12 LINES AND OVER, ONE-THIRD EXTRA.—North Suburban Association.—Flemington and Kensington 92 (Stewart 19, Kennedy 10, Anderson 10, Carter one for 23, White four for 26, Westcott two for 12, Louis two for 14) v. Clifton. Weather Records.—Angledool, 20 points; Brewarrina, 200; Byrock, 145; Louth, 100; Tilpa, 15; Wannaring, 150; Milparinka, 112; Bourke, 117; White Cliffs, 26; Broken Hill, 8; Cobar, 7; Mossiel, 12; Pooncarie, 11. Rifle Shooting.—Spoon: J. Giles, 50 (16); T. Dickens, 50 (12). Brunswick—Waxman Trophy: E. Kelly, 50 (2); A. D. Brown, 47 (2). Government Printers—War Stamps: E. Sholl, 50 (9); Roper, 50 (9); Commonwealth Works—Monro Trophy: Rayson, 49 (5). Port Melbourne—Bartlett Trophy: J. Gibbons, 50.

**DOUBLE CHARGE.—CANDIDATES.**—Passes: Nos. 20, 25, 34, 92, 120, 138, 170, 172, 178, 209, 214, 226, 228, 235, 265, 292, 307, 345, 359, 361, 443, 447, 451, 467, 480, 497, 515, 517, 526, 539, 642, 752, 760, 793.

APPENDIX C.

Two Columns—One-third Extra.

London (Euston Station),	Newcastle,	£8 10 0	£5 5 0
Durham .. .. .	.. .. .	.. .. .	.. .. .
Edinburgh, Glasgow, Hull, Bristol, Carlisle,	.. .. .	6 6 0	5 5 0
Darlington, Scarborough .. .. .	.. .. .	.. .. .	.. .. .
Worcester, Cheltenham, Gloucester, Ox-	ford .. .. .	5 15 0	4 15 0
Birmingham, Rugby, Leamington,	Coventry .. .. .	5 5 6	4 5 6

Contents for June:

- I. Birds of Prey. A Novel. By the Author of "Lady Audley's Secret," &c. Illustrated by M. Ellen Edwards.
- II. The Dinner at Richmond. Illustrated by Alfred Thomson.
- III. Bric-a-Brac Hunting. By Major Byng Hall.

THEATRICAL.

NELLIE STEWART. THIRD WEEK  
 of  
 NELLIE STEWART.  
 NELLIE STEWART. Overflowing. Intelligent.  
 NELLIE STEWART. Laughing. Screaming.

APPENDIX C—continued.

Three Columns—One-half Extra.

INTEREST ALLOWED ON DEPOSITS.

7 per cent. per annum for 3 years					
7	"	"	12 months		
6	"	"	6 months		
5	"	"	shorter terms		

  

Bronze Lamps, full size	..	..	..	..	..	s. d.	s. d.
Porcelain, plain and ornamented	..	..	..	..	..	10 0	to 20 0
Crystal, richly cut	..	..	..	..	..	16 0	to 25 0
Bronze Pillar Lamps, full size	..	..	..	..	..	25 0	to 45 0
	..	..	..	..	..	12 6	to 21 0

				£	s.	d.	Date.
Acadia Catherine	..	..	..	0	0	5	Nov. 16
Broken Hill	..	..	..	1	0	0	Nov. 24

  

				1902.	1903.
				Carcases.	Carcases.
Australia	..	..	..	111,745	95,051
New Zealand	..	..	..	412,349	492,269

To-day's quotations, ex granary, are as follow :—

				Per 496 lb.
Australian Wheat	..	..	..	35/ to 35/6
New Zealand, long-berried, fine	..	..	..	34/ to 34/8
" " medium	..	..	..	33/6 to 34/6
" " inferior	..	..	..	— " —
" short-berried, fine	..	..	..	33/ to 34/

TWO LONDON SUCCESSES.

THE MERRY WIDOW and CATCH OF THE SEASON  
 THE MERRY WIDOW and CATCH OF THE SEASON  
 THE MERRY WIDOW and CATCH OF THE SEASON

Washed combing merino	..	..	2d.	to	2½d.	per lb.
do. clothing	do.	..	2½d.	to	3d.	"
Scoured combing	do.	..	2½d.	to	3½d.	"
do. clothing	do.	..	2d.	to	2½d.	"

  

		Age.	st. lb.
Mouser	..	3	5 12
Kidnapped	..	3	5 12
Shakespeare	..	3	5 12

Order of Merit.		Marks.
21. Knox, J. M.	..	1595
22. Craig, R. M.	..	1565
23. McRobin, A. A.	..	1665

No.		Votes.
1. Bentley, Edwin Thomas	..	217
19. Wills, Thos. Wm.	..	192

Four Columns or More—Double.

For Length of Ear.

		Length.	Width.	Age.
				m. d.
Mr. Beere's blue and white doe	..	20½ in.	5½ in.	7 6
Mr. Beere's black doe	..	1½ ft.	5½ in.	7 6

  

Despatch Boxes, fitted, complete	..	18s. 6d.	28s. 6d.	14s. 9d.
Writing Cases, portable, leather	..	4s. 6d.	7s. 6d.	19s. 6d.

	No.	Amount.	Premiums Received.	Income.
		£ s. d.	£ s. d.	£ s. d.
Proposals received	.. 37	11,169 6 10	—	—
Proposals completed and policies issued	.. 27	7,536 12 10	151 5 5	351 14 5

  

Mr. Barnett	..	4 7 7 7 0 7 9 9 4 4 9 9 4 4 9—13
Mr. Pope	..	7 7 8 8 8 9 7 6 4 4 4 4 4 4 4—26

Names.		Birds.	Total.
Captain Geo. Cozens	..	1 0 0 1 0 1 1 0	ret.—4
Marquis of Belmont	..	1 1 0 0 0 1 0 1 1	—5

Bonds—Nos. Forfeited.

12,578	3,786	2,876	1,284
3,669	5,941	341	3,796

Benevolent

		Fund.	Foundation.	Annual.
		£ s. d.	£ s. d.	£ s. d.
J. Smith.	..	10 7 6	16 0 0	5 0 0
H. Thompson	..	100 0 0	—	10 10 6
Sir J. Harriott	..	—	20 3 6	2 2 0
The Stationers' Coy.	..	10 6 0	20 0 0	—

## APPENDIX D.

## LINO TYPE MULTIPLES.

Measure. 12 ems and under	Nonp. or 6 pt.	Brev. or 8 pt.	L.P. or 10 pt.	S. Pica or 11 pt.	Pica or 12 pt.	English or 14 pt.
13	52	40	40	—	—	40
14	56	43	40	—	—	40
15	60	47	40	—	—	40
16	64	50	42	40	42	42
17	68	53	45	40	—	45
18	72	56	48	41	42	48
19	76	59	50	43	—	50
20	80	62	53	47	42	53
21	84	65	55	49	42	55
22	88	68	58	51	44	58
23	92	71	60	53	—	60
24	96	74	64	55	48	64
25	—	77	66	58	—	66
26	—	80	69	60	52	69
27	—	83	71	63	—	71
28	—	86	74	65	56	74
29	—	89	77	67	—	77
30	—	92	80	70	60	80

L. F. S. ROBINSON,  
Chairman.

Melbourne, 4th November, 1918.