



VICTORIA GOVERNMENT GAZETTE.

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No. 238]

FRIDAY, DECEMBER 4.

[1936

Factories and Shops Acts.

DETERMINATION OF THE PLATE GLASS BOARD.

Adjusted pursuant to Section 21 of the *Factories and Shops Act 1934* (No. 4275).

NOTE—This Determination applies to the whole of the State of Victoria.

WILLIAM DEMPSTER, in pursuance of the powers contained in the *Factories and Shops Acts* and in consequence of the provisions contained in a determination made on the 4th May, 1936, by the Plate Glass Board, and published in the *Government Gazette* on the 29th May, 1936, hereby issue an adjusted determination showing the adjusted wages rates to be paid as from the first pay period to commence in December, 1936, to any persons employed in the trade of—

- (a) designing, bevelling, cutting, embossing, glazing, painting, silvering, or otherwise working all kinds of plate, sheet, or stained glass, or glass lenses or prisms;
 (b) fixing in position all kinds of plate, sheet, or stained glass or glass lenses or prisms;
 (c) packing all kinds of plate, sheet, or stained glass, or glass, lenses or prisms;
 including any labouring work in connexion with any of such operations.

(1)

Apprentices.	Improvers.
WAGES PER WEEK OF 44 HOURS.	WAGES PER WEEK OF 44 HOURS.
<i>s. d.</i>	<i>s. d.</i>
1st year 11 0	1st year 11 0
2nd „ 16 6	2nd „ 16 6
3rd „ 22 3	3rd „ 27 9
4th „ 27 9	4th „ 33 3
5th „ 37 0	5th „ 37 0
and thereafter the minimum wage.	and thereafter the minimum wage.
PROPORTION (BY ANY EMPLOYER).	PROPORTION (BY ANY EMPLOYER).
One apprentice to every three or fraction of three workers receiving not less than the minimum wage.	One improver to every six or fraction of six workers receiving not less than the minimum wage, provided that at least three such workers must be employed before an improver can be employed.

(2)

OTHER EMPLOYEES.

	Wages per Week of 44 Hours.		
	Within 20 miles of G.P.O., Melbourne, and in the Mildura and Gippsland Districts.	Within 10 miles of G.P.O., Geelong, and at Warrnambool.	Elsewhere in Victoria.
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
Painter and designer on glass	97 0	98 0	94 0
Brilliant cutter			
Other cutters			
Glazier	88 0	89 0	85 0
Plate glass beveller			
Silverer			
Pencil hand embosser	90 0	91 0	87 0
Persons assisting in glazing			
Persons packing or unpacking glass	75 0	76 0	72 0
Persons assisting plate glass cutter			
Rubber-out embosser	72 0	73 0	69 0
Cementer	71 0	72 0	68 0
Persons turning out lead from mill for lead-light glazier			
All others	66 0	67 0	63 0

(3) **TERMS OF ENGAGEMENT.**—Except as herein in this Determination provided, all employees shall be employed by the week. Employees to become entitled to the weekly wage prescribed by this Determination must be available and ready and willing to perform such work as the employer shall from time to time require on the days and during the hours usually worked by the class of employee affected. Where the majority of the employees of any establishment or of any department of such establishment agree to work part time for any period or to close down for any period on days other than the prescribed holidays, the provisions of the weekly wage shall not apply to any employee of such establishment or department during such periods.

Employment for the first two weeks of service at any time shall be from hour to hour at the weekly rate fixed.

(4) **TEMPORARY WORK.**—(a) Temporary employees shall be paid at the hourly rate prescribed for the particular class of work, with the addition of 10 per cent.

(b) The hourly rate for any work for which a weekly rate is prescribed by this Determination is to be ascertained by dividing the weekly rate by the number of hours which constitute the employee's ordinary working week.

(5) **OVERTIME.**—All time worked before or after the usual times of beginning and ending work, or in excess of eight hours on week days and four hours on Saturdays, shall be paid for at the rate of time and one-half for the first four hours and double time thereafter provided that all time worked between the hours of 9 p.m. and 7 a.m. shall be paid for at double time.

All work done outside the times of beginning and ending work on any holiday specified in Clause 12 shall be paid for at the rate of double ordinary time.

No person under the age of seventeen years shall be permitted to work more than four hours' overtime in any week.

(6) **TERMINATING EMPLOYMENT.**—Employment to be terminated only by a week's notice on either side, and such notice may be given at any time during the week. This shall not affect the right of the employer to dismiss any employee without notice for malingering, inefficiency, neglect of duty, or misconduct, or to deduct payment for any time the employee cannot be usefully employed because of any strike, or through any breakdown of machinery, or any stoppage of work by any cause for which the employer cannot reasonably be held responsible.

An employer shall not terminate the employment of an employee for the purpose of evading payment for the holidays prescribed by this Determination.

Where an employee is dismissed within seven days prior to any such holiday, the re-engagement of such employee within seven days after such holiday shall be prima facie evidence that the employment was terminated for the purpose of evading payment for such holiday.

Where the employer terminates the employment within one week of a day on which a holiday occurs, the employee shall be paid for such holiday or holidays prescribed by this Determination, provided that such employee has been employed by the employer for a period of at least one week prior to the termination of the employment.

Should an employee be dismissed during the course of a week any wages due to him shall be paid to him forthwith, or shall be posted to him within 24 hours.

(7) **PAY DAY.**—All employees shall be paid weekly on any other day than Saturday.

No employer shall hold more than two days' pay in hand.

Any employee kept waiting for his pay on pay day for more than a quarter of an hour after the usual time for ceasing work shall be paid overtime rates after that quarter of an hour and as for a quarter of an hour at least.

(8) **MIDDAY MEAL.**—An interval of not less than 30 minutes shall be allowed for the midday meal between the hours of 12 noon and 2 p.m.

(9) **TEA MONEY.**—All employees required to work beyond the usual time of ending work shall be allowed 2s. tea money in addition to overtime rates as prescribed for in this Determination when the usual time of ending work is exceeded by two hours.

(10) **PIECE-WORK.**—The Board determines under the provisions of the Factories and Shops Act that any employer may fix and pay piece-work prices to any person employed at any work for which the Board has fixed a minimum wage, provided that any such employer shall base such piece-work prices on the earnings of an average worker working under like conditions, and such piece-work prices shall be fixed so that an average worker can earn not less than 10 per centum in addition to the wages rates that are fixed by the Board for such work.

(11) **ALLOWANCES FOR TRAVELLING TIME AND BOARD.**—All time reasonably occupied by an employee in travelling to or from work outside the shop and outside ordinary hours and in travelling to and from work in a country district if engaged in the metropolitan district for employment in a country district, shall be treated as time off duty and paid for at ordinary rates up to a maximum of eight hours for the journey, except on Sundays when time and a half rates shall be paid up to a maximum of eight hours for the journey. Provided that, where an employee proceeds direct from his or her home to a job outside the factory, he or she shall be paid for all time reasonably occupied in travelling to the job in excess of the time usually taken to go from his or her home to the factory.

All fares and reasonable travelling expenses incurred by an employee in such travelling, including the cost (if any) incurred for meals—together with the reasonable cost of board and lodging if the employee has to be away from his home for a night—shall be paid to the employee.

The fares allowed shall be first class where the employee has to travel all night in connexion with his employer's business, and in other cases the fares shall be second class.

The foregoing travelling and accommodation allowances shall be paid additional to the usual rates for the time employees are working.

When it is more convenient for the employee to go direct to the job from his home he shall do so, and start and cease work at the usual times customary at the factory, provided that any extra expense incurred by him in travelling shall be borne by the employer.

(12) **HOLIDAYS.**—All weekly wage employees shall be granted the following holidays without deduction of pay:—The days observed as New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day, and Boxing Day.

All employees working on piece-work or task-work shall be granted the same holidays as are granted to weekly wage workers, and they shall, subject as hereinafter provided, be paid for such holidays the amount for each holiday based on the minimum weekly wage as set out in this Determination for the class of work performed.

If any of the above holidays occur on a Sunday or Saturday and are not observed on any other day, then employees shall not be paid for such Sunday, and shall be paid for such Saturday as for a half-day but not otherwise.

All other weekly employees shall be paid for the above holidays an amount for each holiday based on the actual weekly wages paid to them by the employer.

Any employee absenting himself or herself from work on any portion of the working day preceding a holiday provided for herein other than Boxing Day and New Year's Day without permission from the employer or without having reasonable cause for having absented himself or herself from work shall not be entitled to payment for such holiday.

(13) **SICKNESS, ACCIDENTS.**—Any employee not attending duty shall lose his or her pay for the actual time of non-attendance unless he or she produces or forwards within 24 hours of the beginning of his or her absence evidence satisfactory to the management that his or her non-attendance was due to personal accident arising out of or in the course of his or her employment or to personal ill-health sufficient to incapacitate him or her for his or her usual work.

An employee shall not be entitled to payment for non-attendance on the ground of accident or ill-health for more than six days in each year.

For the purpose of this clause a year shall mean a period of twelve months commencing on the 17th day of August in each year.

(14) **SPECIAL RATES.**—Double time shall be the rate for all work done on Sundays, New Year's Day, Australia Day (26th January), Good Friday, Labour Day (21st April), Easter Monday, Anzac Day, King's Birthday, Boxing Day, 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.

Melbourne, 30th November, 1936.

W. DEMPSIER, Secretary for Labour.



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[1936

Factories and Shops Acts.

DETERMINATION OF THE DYERS AND CLOTHES CLEANERS BOARD.

Adjusted pursuant to Section 21 of the *Factories and Shops Act 1934* (No. 4275).

NOTE.—This Determination applies to the following parts of Victoria, namely:—The Metropolitan District as defined in the *Factories and Shops Act 1928* (No. 3677), the cities of Ballarat, Bendigo, Geelong, and Warrnambool, the towns of Ballarat East and Sandringham; and the boroughs of Eaglehawk, Geelong West, Newtown and Chilwell, and Sebastopol.

WILLIAM DEMPSTER, in pursuance of the powers contained in the *Factories and Shops Acts* and in consequence of the provisions contained in a determination made on the 6th June, 1935, by the Dyers and Clothes Cleaners Board and published in the *Government Gazette* on 26th June, 1935, hereby issue an adjusted determination showing the adjusted wages rates to be paid as from the beginning of the first pay period to commence in December, 1936, to any person or persons or classes of persons employed in the process, trade, or business of a dyer or clothes cleaner.

(1) (a) WEEKLY WAGES.

APPRENTICES OR IMPROVERS.

Experience.	Males.		Females.		Female Improvers commencing at the Trade between the ages of 13 and 21 years.	Male Juveniles. Definition Clause (4).			
	Weekly Wages.		Weekly Wages.		Weekly Wages.	Weekly Wages.			
	£	s. d.	£	s. d.	£	s. d.			
1st six months	0	11 6	0	8 0	1	1 6	16 years of age ..	0	17 0
2nd	0	14 0	0	11 0	1	7 0	17	1	3 0
3rd	0	17 0	0	13 6	1	12 6	18	1	14 0
4th	1	0 0	0	16 0	1	17 6	19	2	11 6
5th	1	3 0	1	1 6	20	3	3 0
6th	1	8 6	1	7 0			
7th	1	17 0	1	12 6			
8th	2	6 0	1	17 6			

And thereafter the minimum weekly wage or piece-work price.

(b) PROPORTION (IN ANY FACTORY OR PLACE).

APPRENTICES OR IMPROVERS.

Males.

One apprentice or improver to every two or fraction of two journeymen.

Females.

Three female apprentices or improvers to every journeywoman. Provided that where in respect of any class the same rate is fixed for a journeywoman as is fixed thereby for a journeyman not more than one female apprentice or improver shall be employed to every two journeywomen in such class.

All apprentices shall be indentured in accordance with the prescribed form of indenture, provided that a minor may serve an employer as a probationer for a period not exceeding three months. During the said three months he or she shall be paid at least the minimum rates prescribed by this Determination for the first six months of apprenticeship. If the probationer becomes indentured, his or her indentures shall be taken to have commenced from the commencement of the period of probation.

In the event of the employer to whom an apprentice is bound ceasing to carry on business, such apprentice may be bound to another employer for the remainder of the term to be served; provided that if such apprentice be over the age of eighteen years at the time of the original employer ceasing to carry on business, such person may complete the time to be served as an improver.

Notwithstanding anything contained in this Determination, any person who at the 3rd March, 1933, was employed in the industry and whose engagement or continued employment as an improver is by this Determination forbidden shall be entitled to be employed and shall be paid the scale of wages prescribed for an apprentice or improver of like experience.

Juveniles.

One male juvenile may be employed to every two or fraction of two adults.

(2) *Other Persons except Apprentices, Improvers, and Juvenile Workers.*

	Weekly Wages.	
	Males.	Females.
	£ s. d.	£ s. d.
Dyers, who are competent to mix dyes and who are employed mixing dyes and dyeing articles of all descriptions	5 0 0	5 0 0
Pressers, employed pressing off any part of articles of wearing apparel of all descriptions ..	4 2 0	..
Machine dry-cleaners, namely, the person in charge of or the principal person operating a dry-cleaning machine	4 2 0	..
Other dry cleaners	3 18 0	..
All other cleaners, finishers, or spotters	3 15 0	..
Hat blockers employed blocking hats	4 1 0	..
All others	3 12 0	..
<i>Journeywomen.</i>		
Machine pressers employed on a pressing machine, pressing-off any part of a male outer garment, or pressing-off any part of a female coat, overcoat, topcoat, or cloak, or any part of a woman's costume coat and mantle as is made of tweed, twill, worsted or similar material	4 2 0
Pressers, employed pressing-off any part of male outer garments	4 2 0
Pressers employed pressing any article using an iron exceeding 9-lb. in weight	4 2 0
Pressers employed pressing any article using an iron not exceeding 9-lb. in weight	2 6 0
Machine dry-cleaners employed operating a dry-cleaning machine or cleaning garments by machine	4 2 0
Other dry cleaners	2 3 0
Wet cleaners, spotters, glove-cleaners or steamers	2 3 0
Repairers, employed repairing articles of all descriptions	2 7 6
Receivers or despatchers	2 3 0
Feather dressers and hat trimmers	2 3 0
All others	2 0 0

(3) DEFINITIONS AND CLASSIFICATION OF EMPLOYEES.

A *journeyman* is a male person other than an apprentice or improver or juvenile worker. (i) Who has served the term of experience prescribed by this Determination; or

A *journeywoman* is a female person other than an apprentice or improver. (ii) Who has attained the age of 21 years; or (iii) Who is in receipt of at least the minimum weekly wage prescribed for the class of work on which such person is engaged whether on weekly wages or piece-work.

A *juvenile worker* is a male person under the age of 21 years, other than an apprentice or improver.

(4) HOURS OF EMPLOYMENT.

Forty-four hours shall constitute a week's work within the following hours:—Time of beginning, 8 a.m.; time of ending, 6 p.m.—on five days of the week. Time of beginning, 8 a.m.; time of ending, 1 p.m.—on the other day of the week on which the half-holiday is usually observed. Provided that receivers and despatchers may be required to work on Friday evenings in shops without payment of overtime, on condition that not more than 48 hours per week are worked. Provided further that if the majority of the employees desire to start at 7.30 a.m. the work may begin at 7.30 a.m.

(5) OVERTIME.

(a) Any employee who, in any day, has performed any work outside the working hours ordinarily observed in the factory in which he or she is employed, shall be paid overtime as follows:—

(1) Weekly workers shall be paid at the rate of time and one-half, and shall also be paid 1s. 6d. meal money when such overtime exceeds 40 minutes on week-days or three hours on the day of the week on which the half-holiday is usually observed.

(2) Piece-workers shall be paid (in addition to the ordinary piece-work prices for work done in the excess time) such sum per hour as is equivalent to the weekly wage divided by 88, and shall also be paid 1s. 6d. meal money when such overtime exceeds 40 minutes on week days or three hours on the day of the week on which the half-holiday is usually observed.

(b) No employee shall be employed overtime outside the hours fixed, except with his or her consent.

(c) No employee shall be dismissed, or in any way whatsoever be prejudiced in his or her employment, by reason of his or her refusal to work overtime outside the hours fixed.

(d) No employee under the age of sixteen years shall be employed overtime.

(6) MIDDAY MEAL.

(a) An interval of not less than three-quarters of an hour shall be allowed for the midday meal unless a majority of the employees in any place desire it to be otherwise. In no circumstances shall less than thirty minutes be fixed.

(b) No work shall be performed during such meal time.

(7) TASK SYSTEM.

No employer shall make a bonus or merit payment which fluctuates from period to period according to the amount of work performed by the employee concerned, and which is based upon a secret or task rate for measuring the output of such employee. No increase in wages granted to any employee, after the date of operation of this Determination, above the rates herein prescribed shall be deemed to be in contravention of this clause if the same be paid for a period of three months, or for the term of employment, whichever period is the shorter; provided, however, that such increased wages may, at the discretion of the employer, be adjusted according to the wages rates prescribed from time to time by this Determination.

In all factories and workshops where a minimum task is set for a minimum wage the following shall be observed:—

(a) Until after the termination of six months from the coming into operation of this Determination the minimum task in operation in any workshop or factory on the date on which this Determination becomes operative shall be the minimum task for the minimum wage after the date of operation of this Determination, and shall not during the said period of six months be increased or decreased because of any increase or decrease in wages, and shall not during the said period of six months be increased unless an altered or improved method of working is introduced.

- (b) The task rate in respect of all garments or parts of garments or other articles or parts of articles shall be determined in the manner following :—
- (i) Where there are fewer than twenty employees involved in the work to be performed, the employer or his representative, in conference with one employee chosen by and from such employees, shall fix the rates.
 - (ii) Where there are twenty or more employees involved in the work to be performed, the employer or his representative, in conference with two employees so chosen, shall fix the rates.
- (c) The task rates shall be fixed so as to enable the average worker to earn the minimum wage prescribed by this Determination for the class of work to be performed ; and any number of garments or parts of garments or other articles or parts of articles made in excess of the minimum weekly task fixed by the task rates for the minimum weekly wage shall be paid for at *pro rata* plus 10 per cent.
- (d) When any employee is employed for less than a week on the task rates, then the task of the said employee shall be fixed at per day at the weekly rate provided for.
- (e) Any excess number of garments or parts of garments or other articles or parts of articles made in any day by the employee shall be subject to the same *pro rata* payment as would apply if the employee were engaged for the whole week.
- (f) A copy of all task rate schedules shall, within twenty-four hours of their being fixed, be displayed by the employer in a conspicuous place in each and every room of the workshop or factory where such tasks respectively are being performed.
- (g) A combination or team shall mean two or more persons working together on the same class of work, employed on weekly wages where a task has been imposed. Where employees work in a combination or team, the additional amount of wages shall be distributed amongst the employees on a percentage basis, according to the amount of their ordinary weekly wages.

(8)

HOLIDAYS.

- (a) All weekly wage employees, whether in a city or elsewhere, shall be granted the following holidays without deduction of pay :—The days observed as New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day, and Boxing Day.
- (b) All employees working on piece-work or task-work shall be granted the same holidays as are granted to weekly wage workers, and, subject as hereinafter provided, they shall be paid for such holidays the amount for each holiday based on the minimum weekly wage prescribed by this Determination for the class of work performed.
- (c) If any of the above holidays occurs on a Sunday or Saturday and is not observed on any other day, then employees shall not be paid for such Sunday, and shall be paid for such Saturday as for a half day, but not otherwise.
- (d) All other weekly employees, whether in a city or elsewhere, shall be paid for the above holidays an amount for each holiday based on the actual weekly wage paid to them by the employer.
- (e) Any employee absenting himself or herself from work on any portion of the working day preceding or any portion of the working day succeeding a holiday provided for herein, other than Boxing Day and New Year's Day, without permission from the employer or without having reasonable cause for having absented himself or herself from work, shall not be entitled to payment for such holiday.
- (f) Any weekly employee who is employed on a Sunday or any holiday provided for herein shall be paid for that day at the rate of time and a half in addition to his or her weekly wage.
- (g) Any piece-worker employed on a Sunday or any holiday prescribed by this Determination shall be paid, in addition to the prescribed piece-work prices, at the rate of time and a half calculated on the minimum wage prescribed for the class of work performed.

(9)

TERMS OF ENGAGEMENT.

- (a) The week shall terminate on a day other than Monday or Saturday, and all employees shall be paid all moneys due to them in full during the ordinary working hours not later than two working days following the termination of the week. In order to terminate employment of a weekly employee, two days' notice shall be given on any day, with payment to date of termination, or in lieu thereof two days' pay shall be paid or deducted. When employment is terminated by an employer, the employer shall, upon the date of such termination, pay to the employee (weekly employee or piece-worker) all moneys due to him or her, and, when employment is terminated by an employee in accordance with the terms of this Determination, the employer shall pay to the employee (weekly employee or piece-worker) all moneys due to him or her.
- (b) All weekly wages shall be paid to the employees in full, with the following exceptions :—
- (1) *Turns to be Observed.*—In slack times the employer shall observe turns of employment for weekly workers and piece-workers (including outside workers) in the respective class or classes of work at which they are engaged, provided always that journeymen and journeywomen having apprentices under their control shall be allowed in their turn extra work equivalent to the wages of the apprentice during the time the turn system is in operation. The employer shall keep in the workshop a true record of every turn, which shall be open to the inspection of the employees.
 - (2) *Standing Off Employees in Turn.*—Should any employer during slackness of trade desire to stand off his employees in turn, then the employer on any day during any week shall inform every person whom it is proposed to stand off of any day or days in the following week (other than a Saturday or holiday) upon which his or her services will not be required ; but an employee shall not, except under the conditions provided in sub-clause (3) of this clause, be stood off for part of a day without being paid for a whole day.
 - (3) *Employees Working Shortened Hours.*—If it is desired to work a week of shorter hours in slack times, instead of standing the employees off in turn, the employer may make an arrangement to work his employees for shortened hours, but such arrangement shall be made only where, on the vote of the employees being taken, a majority of the whole of the employees vote in favour of such arrangement.
Where such an arrangement is made, the employees shall be informed on the day ending each week of the shortened hours to be worked in the following week.
Where an arrangement is made in compliance with this provision the employer shall pay each employee for the actual hours worked on each day on the basis of his or her weekly wage.
 - (4) *Vacation Periods.*—Nothing contained in this sub-clause shall apply in the case of the usual vacation period at Christmas or Easter.
- (c) *Classes of Employees.*—For the purpose of this clause (but subject to the provisions of sub-clause (b) hereof), in operating the turn system the various classes of employees shall be taken separately, and "classes of employees" shall mean each class of employee in respect of which a classification of work has been provided under this Determination, but in all cases, male improvers and journeymen, or female improvers and journeywomen doing the same class of work, shall be deemed to be one class of employee.
- (d) *Stoppage of Work re Breakdown of Machinery.*—In the event of the work of a factory being stopped by a breakdown of machinery or a stoppage of supply of power, or for any cause for which the employer cannot reasonably be held responsible, all weekly hands who present themselves for work shall be found work for that day, or paid one day's wages in lieu thereof, but when such breakdown or stoppage occurs the employer may give notice to an employee that his or her services will not be required on the following day or days, and the employee shall not be entitled to any further payment in respect of any further days that he or she is out of employment by reason of such breakdown or stoppage.
- (e) *Terminating Employment in Relation to a Holiday.*—Where the employer terminates the employment of an employee within one week of a day on which a holiday occurs, the employee shall be paid for such holiday or holidays prescribed by the Determination, provided that such employee has been employed by the employer for a period of at least one week prior to the termination of employment.
- (f) *Employees Absenting Themselves.*—No employee shall, without just cause, be absent from his or her place of employment during the prescribed hours whilst there is work ready to be done by such employee, and where weekly wages are fixed the employee to be entitled to the sums so fixed must be available and ready and willing to do the work on the days and during the hours fixed by this Determination.

(10)

OUTSIDE WORKERS.

(a) No person who is or is deemed to be the occupier of a factory within the meaning of section twenty-three of the *Factories and Shops Act 1928* (No. 3877) shall issue or give out or authorize or permit to be issued or given out any material whatsoever for the purpose of being wholly or partly prepared or manufactured outside a factory as articles of clothing or wearing apparel for trade or sale, except to a person who has been licensed by the Chief Inspector of Factories as an outside worker. Provided that no such outside worker shall employ any other person or persons whatsoever in wholly or partly preparing or manufacturing such articles of clothing or wearing apparel save and except members of such worker's own family.

(b) In factories where a task rate is fixed in respect to the same class of work as that given to outside workers, then, in every such case, the rate so fixed shall be the piecework price to be paid to such outside workers. In factories where no such task rate is fixed for the class of work performed by outside workers, then such outside workers shall be paid such piecework price as will enable an outside worker to earn at least 1s. 5d. per hour in the case of a female and 2s. 1d. per hour in the case of a male.

(c) Every outside worker shall be provided, free of charge, with cotton, silk thread and all other sewings and trimmings used in the manufacture of garments.

(d) In the case of an employer delivering or collecting the work of such outside worker, the same shall be done without charge to such outside worker.

(e) Every employer who has work done elsewhere than in his factory or workshop shall keep a record book, which shall contain a correct account written in ink as follows:—

- (i) The name and full address of the outside worker.
- (ii) The number of articles and description of work given out.
- (iii) The price paid for such work.
- (iv) The record book shall be signed each week by each outside worker, verifying the accuracy of the amount of wages received.

(f) The record book mentioned in the preceding sub-clause shall be open for inspection at any time by any authorized officer of the Department of Labour.

MISCELLANEOUS PROVISIONS

(11)

(a) *Record of Time Worked and Wages Paid.*—(1) The employer shall provide in each factory, or place where there are fewer than 30 employees, and where work is carried on for him, a time and wages book. Such time and wages book:—

- (a) shall be in the English language and shall contain a correct account of the hours worked each day, and the wages received each week, by each employee;
- (b) shall be kept correctly entered up in ink; and
- (c) shall record clearly the actual date of each day, of each week, and also the date of the day on which the week ends.

(2) The employer shall provide in each factory, or place where there are not fewer than 30 employees, and where work is carried on for him, a time-book, or sheet, or record. Such time-book, or sheet, or record shall be in the English language and shall contain a correct account of the hours worked each day and the wages received each week by each employee. Such time-book, or sheet, or record shall be kept correctly and entered up in ink.

(b) *Chairs to have Backs.*—(1) Where it is necessary for employees to sit at their work, seats shall be provided for the employees by the employer. Such seats shall be reasonably comfortable seats.

(2) A seat provided for any female employee shall have a back to it, unless the work of such employee cannot be conveniently done in such a seat, or unless the employee requests to be allowed to use a seat without a back to it.

(c) *Collecting Logs.*—Where piece-work is in operation, the employer shall make arrangements for collecting the logs, and the employees need not leave their places.

(d) *Rest Period.*—When any spell of duty is for more than four hours, an interval of ten minutes, to be selected by the employer, shall be allowed in the third hour to females and apprentices for refreshment. The interval shall be as part of the time of duty, without deduction of time-work pay. During such rest period, the employees may leave their seats, but not the premises.

(12)

PIECE-WORK.

(a) Subject to the conditions hereinafter set out, the employer, in conjunction with his employees, may fix his own piece-work prices, provided such prices enable a journeyman or journeywoman of average capacity working under like conditions to earn at least 10 per centum more than the minimum weekly wage in their respective classes. The same piece-work prices shall be paid to all piece-workers doing the same operation in the factory or workshop whether they be improvers, apprentices, or juveniles on piece-work or otherwise.

(b) All piece-workers who are available and ready and willing to work during the ordinary working hours, shall be paid in each week:—In the case of journeymen and journeywomen who at the piece-work prices so fixed are unable to earn the rate for "All others," not less than such rate; and in the case of apprentices or improvers, not less than the amount prescribed by this Determination for an apprentice or improver of like experience.

(c) The piece-work price in respect of all garments or parts of garments or other articles or parts of articles shall be determined in the following manner:—

- (i) Where there are fewer than twenty employees involved in the work to be performed the employer, or his representative, in conference with one employee chosen by and from such employees, shall fix the prices.
- (ii) Where there are twenty or more employees involved in the work to be performed the employer, or his representative, in conference with two employees so chosen, shall fix the prices.

(d) A copy of all piece-work schedules shall, within 24 hours of their being fixed, be displayed by the employer in a conspicuous place in each and every room of the factory where such piece-work is being performed.

W. DEMPSTER, Secretary for Labour.

Melbourne, 23rd November, 1936.



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SATURDAY, DECEMBER 5.

[1936

Factories and Shops Acts.

DETERMINATION OF THE UNDERTAKERS BOARD.

NOTE.—This Determination applies to the whole of the State of Victoria.

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which, since the 17th February, 1932, has had the power to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons whosoever employed in the business or occupation of an undertaker, or maker of coffins," has made the following Determination, viz. :—

(1) That on the 4th December, 1936, the last previous Determination of this Board shall be revoked and replaced by this Determination.

(2)		Improvers.		Other Employees.		Within the Metropolitan District.	Outside the Metropolitan District wherever this Determination applies.	Per Week of—
Apprentices.		WAGES.	Per week of 48 hours.	WAGES.	Per week of 48 hours.	s. d.	s. d.	Hours.
1st year's experience	19s.	Under 18 years of age	28s. 6d.	Workers engaged in making coffins of wrought timber for either polishing or varnishing		100 6	96 0	48
2nd year's experience	25s.	18-19 years of age	37s.	Workers engaged in making other coffins, trimming or polishing coffins, or conducting funerals		95 0	91 0	48
3rd year's experience	31s. 6d.	19-20 years of age	43s. 6d.	First chauffeur who makes adjustments and attends to running repairs to two or more motor hearses, coaches, or wagons		96 0	92 6	48
4th year's experience	37s. 6d.	20-21 years of age	54s. 6d.	Other chauffeurs		90 6	87 0	48
5th year's experience	43s. 6d.			Workers engaged in driving or grooming horses, washing vehicles, cleaning harness, doing general stable work, or placing remains of deceased persons in coffins		90 6	87 0	50*
PROPORTION (within any factory or place).		PROPORTION (within any factory or place).		Provided that workers who live and work at either principal or branch establishments shall receive			20s. per week extra.	
One apprentice to every two or fraction of two workers receiving not less than 87s. per week of 50 hours.		One improver to every seven or fraction of seven employees receiving not less than 87s. per week of 50 hours.						
An amended indenture of apprenticeship prescribed by the Board was approved on 9th November, 1915.								

* The hours fixed above for the week's work are to be taken as including time occupied in attending to horses on Sundays (not exceeding two hours).

(3) TIME OF BEGINNING AND ENDING WORK.—

(a) For workers engaged in conducting funerals, making, trimming, or polishing coffins—
Time of Beginning. 7.30 a.m. ... 5.30 p.m. on six days in the week.
Time of Ending.

(b) For all other workers—
7 a.m. ... 6 p.m. on six days in the week.

(4) OVERTIME.—

Outside the hours fixed as the times of beginning and ending work Time and a half.
Within the hours so fixed in excess of the number of hours as fixed for a week's work Time and a quarter.

(5) **CASUAL LABOUR.**—Casual employees, i.e., persons who are employed during any week for not more than one-half the maximum number of hours fixed in this Determination as a week's work, shall be paid at the rate of time and a quarter, with a minimum of 12s. 6d. per day.

(6) **ANNUAL HOLIDAY.**—Any employee who has been in the service of an employer for a period of not less than twelve months shall be granted one week's holiday in each year on full pay.

(7) **PAYMENT FOR HOLIDAYS.**—All employees shall be entitled to the following holidays without deduction of pay:—New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Christmas Day, and Boxing Day.

(8) **PICNIC DAY.**—Double time shall be paid for all work done on the day observed in the trade for the annual picnic, provided that this clause shall apply to the Metropolitan District only.

(9) **EXTENDED JOURNEY.**—A motor driver shall not be required to travel unaccompanied on any journey extending over 110 miles from the employer's headquarters.

(10) **TERMINATION OF EMPLOYMENT.**—Except in a case where an employee has been guilty of a misdemeanour, seven days' notice of termination of employment shall be given by either employer or worker.

(11) **SPECIAL RATES.**—Double time shall be paid for all work done on Sundays, New Year's Day, 26th January (Australia Day), Good Friday, Easter Monday, Labour Day, Christmas Day, and Boxing 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. Provided that persons employed at cleaning out stables, feeding, grooming, and bedding-down horses shall be paid for the first two hours' work at the ordinary rate.

PIECE-WORK.

(12) That the lowest piece-work prices to be paid to persons for doing work of the kinds specified in the following Schedule shall be:—

SCHEDULE.

All inside Measurements (head to heel).	If made throughout by hand—			If made with the aid of machinery driven by steam, gas, oil, water, or electric power—		
	Not exceeding 20 inches wide.	Over 20 inches, but not exceeding 22 inches wide.	Exceeding 22 inches wide.	Not exceeding 20 inches wide.	Over 20 inches, but not exceeding 22 inches wide.	Exceeding 22 inches wide.
	each. s. d.	each. s. d.	each. s. d.	each. s. d.	each. s. d.	each. s. d.
Best oak, maple, myrtle, or other wrought hardwood coffins, over 4 ft. 9 in. long	31 3	33 3	34 11	27 6	29 6	31 8
Plain oak, maple, myrtle, or other wrought hardwood coffins, over 4 ft. 9 in. long (with or without a plinth)	27 10	29 10	31 8	24 4	26 3	28 4
Kauri, cedar, white pine, or other wrought soft-wood coffins, best, over 4 ft. 9 in. long	23 3	24 2	26 2	20 6	21 10	22 10
Kauri, cedar, white pine, or other wrought soft-wood coffins, plain, with or without a plinth, over 4 ft. 9 in. long	18 7	20 0	21 9	16 6	17 9	18 7
Common coffins, over 4 ft. 9 in. long	3 9	4 4	4 11	3 1	3 8	4 4
Common coffins, over 4 ft. 9 in. long, over 1 inch in thickness	4 4	4 11	5 7	3 8	4 4	4 11
		<i>s. d.</i>			<i>s. d.</i>	
Oak, maple, myrtle, or other wrought hardwood coffins, up to 4 ft. 9 in. long		17 2 each			14 5 each	
Kauri, cedar, white pine, or other wrought soft-wood coffins, up to 4 ft. 9 in. long		14 0 "			11 2 "	
Common coffins, up to 2 feet long		18 8 per dozen			14 2 per dozen	
Common coffins, over 2 feet and up to 3 feet long		25 3 " "			20 1 " "	
Common coffins, over 3 feet and up to 4 ft. 9 in. long		34 6 " "			26 11 " "	
Inside shells for lead coffins		12 3 each "			8 0 each "	
Cover lids, up to 2 feet wide		17 3 per dozen			11 7 per dozen	
Cover lids, over 2 feet wide		26 0 " "			18 8 " "	
Extra for common coffins or coverlids if glued					9d. each.	
Extra for lids made with two or three decks					7s. 6d. each	

DEFINITION.

"Best" coffin means a coffin which bears any ornamentation other than a plinth.

H. J. RICHARDSON, J.P., Chairman.

W. L. HARRINGTON, Secretary.

Melbourne, 18th November, 1936.