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Factories and Shops Acts.

DETERMINATION OF THE WOOLLEN AND COTTON TRADE 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.

I, FRANCIS ANTHONY MARZORINI, 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 30th July, 1935, by the Woollen and Cotton Trade Board and published in the *Government Gazette* on 19th August, 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 June, 1937, to any person or persons or classes of persons employed in the trade of—

(*a*) manufacturing woollen, worsted or cotton woven material or wool tops;

(*b*) spinning textile yarns (but not spinning or preparing silk yarn)—

APPRENTICES AND IMPROVERS.

WAGES PER WEEK OF 44 HOURS.

MALES.

Experience.	Commencing Age. 15 years and under.	16	17	18	19	20
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
1st six months	14 6	16 0	18 6	22 6	27 6	32 0
2nd ,,	15 6	17 6	20 6	25 0	30 6	51 0
3rd ,,	16 6	19 0	23 0	28 0	33 6	..
4th ,,	18 6	21 6	26 0	32 0	51 6	..
5th ,,	20 0	24 0	28 6	36 0	..	..
6th ,,	23 0	28 0	34 0	53 0	..	..
7th ,,	25 6	32 0	40 0	..	..	..
8th ,,	31 0	38 0	55 0	..	..	..
9th ,,	36 0	43 6	..	..	..	..
10th ,,	42 0	57 0	..	..	..	..
11th ,,	48 0	..	..	..	..	..
12th ,,	54 0	..	..	..	..	..
7th year ..	60 0	..	..	..	..	..

FEMALES.

Experience.	Commencing Age. 15 years and under.	16	17	18	19	20
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
1st six months	13 0	13 6	14 6	16 0	17 6	19 0
2nd ,,	13 6	15 0	16 0	17 6	19 0	29 0
3rd ,,	15 6	17 0	18 6	20 0	21 6	..
4th ,,	17 0	18 6	20 0	21 6	29 6	..
5th ,,	18 6	20 0	21 6	23 6	..	..
6th ,,	20 0	21 6	23 6	30 6	..	..
7th ,,	21 6	23 6	25 6	..	..	.
8th ,,	23 6	25 6	32 6	..	..	..
9th ,,	25 0	27 6	..	..	..	..
10th ,,	27 0	33 0	..	..	..	..
11th ,,	30 0	..	..	..	..	..
12th ,,	31 0	..	..	..	..	..
7th year ..	32 6	..	..	..	..	..

Where the experience of a junior is gained over broken periods, the rate of wages payable shall be the rate fixed on experience, or that fixed for his new commencing age, whichever is the higher. The rates prescribed above for apprentices and improvers shall apply only to such employees as are under 21 years of age.

PROPORTION (in any factory).

Apprentices.

One apprentice to every three or fraction of three workers of the same sex receiving not less than the minimum adult wage. An indenture of apprenticeship has been prescribed.

Improvers.

Two improvers to each worker of the same sex receiving not less than the minimum adult wage.

Provided that the total number of apprentices and improvers in any factory shall not exceed two to each employee receiving the minimum wage.

In determining the proportion of apprentices and improvers in proportion to employees receiving the minimum wage, each shift shall, on and after the 1st day of December, 1935, be taken into account separately.

OTHER EMPLOYEES.

Wages per Week of 44 Hours.

Woollen and Worsted Sections.

ADULT MALES.	s.	d.
Assistant foreman or overlocker, when or where employed	87	6
Wool Sorting and Scouring Departments—		
Wool sorters—		
First year's experience	75	0
Second year's experience	85	0
Thereafter	91	0
Wool scourer or carbonizer (other than foreman) responsible for the mixing of liquor and the working of the bowls	78	0
All other machine operators or attendants	73	0
Dye House—		
Leading hand employed on dye machines or vats	78	0
Men on wet crabbers	76	0
All other machine operators or attendants	73	0
Willey House—		
Leading hand in willeying operations where more than four hands engaged	80	0
Leading hand in willeying operations where three or four hands are engaged	77	6
All other machine operators or attendants	73	0
Carding Department—		
Head fettler (leading hand in carding room)	79	0
Card fettlers	75	0
All other machine operators or attendants	73	0
Spinning Department—		
Man in charge of one pair of spinning mules	74	6
All other machine operators or attendants	73	0
Combing Department—		
Jobber in charge or comb mechanic in charge	85	0
Jobber or comb mechanic	75	0
All other machine operators or attendants	73	0
Pinsetter—		
First year's experience	75	0
Second year's experience	80	0
Thereafter	90	0
Roller coverer—		
First year's experience	74	0
Second year's experience	78	0
Thereafter	86	0
Gill Box Reducing, Intermediate, Roving and Spinning Departments—		
Man in charge of one pair of spinning mules	74	6
All machine operators or attendants	73	0
Winding, Warping, and Twisting Department—		
Warpers	75	0
Sizing machine hand	74	0
All other machine operators or attendants	73	0
Weaving Department—		
Twister-in	74	0
Warp drawers-in	74	0
Warp tiers	73	0
Box loom tuners—		
First year's experience	76	0
Second year's experience	82	0
Thereafter	90	0
Plain loom tuners—		
First year's experience	74	0
Second year's experience	80	0
Thereafter	85	0
Card or chain makers	75	0
Yarn storeman, i.e., man employed in the yarn store of any mill engaged in handling or receiving or distributing yarn other than man employed wheeling yarn from one store to another	73	0
Weavers	76	0
Perchers	73	0
Finishing Department—		
Man in charge of milling scouring, or washing machines (where milling and scouring foreman is not employed)	77	6
Sulphur house workers (for time employed as such)	80	0
Man piece carbonizing	76	0
Man examining finished cloth	78	0
All other machine operators or attendants	73	0
Warehouse—		
Leading hand in warehouse where warehouse foreman is not employed	77	6
All other adult males	70	0

ADULT FEMALES.	s.	d.
Combing Department—		
All machine operators or attendants	39	3
Gill Box, Reducing, Intermediate Roving and Spinning Departments—		
All machine operators or attendants	39	3
Winding, Warping, and Twisting Department—		
Warpers	41	3
All machine operators or attendants	39	3
Weaving Department—		
Weavers	42	3
Mending and Darning Department—		
First six months' experience	39	3
Thereafter	45	3
Examiners or passers of pieces after mending	42	3
Other examiners and passers	40	3
Whipping machinists	39	3
Other adult females	36	3

OTHER EMPLOYEES—*continued.*

WAGES PER WEEK OF 44 HOURS.

Cotton Section.

ADULT MALES.

	s.	d.
Assistant foreman or overlocker when or where employed	87	6
Dye House and Bleach Craft—		
Leading hand employed on dye or bleaching machines or vats	78	0
All other machine operators or attendants	73	0
Waste Department—		
Leading hand in Waste Department where more than four hands engaged	80	0
Leading hand in Waste Department where three or four hands are engaged	77	6
All other machine operators or attendants	73	0
Blowing Room—		
Blow room major	80	0
Scutching machine hand	75	0
All other machine operators or attendants	73	0
Carding Department—		
Head stripper and grinder (leading hand in carding room)	79	0
Stripper and grinder	75	0
All other machine operators or attendants	73	0
Combing Department—		
Jobber in charge or comb mechanic in charge	77	6
Jobber or comb mechanic	75	0
All other machine operators or attendants	73	0
Pin Setting Department—		
Pin setter—		
First year's experience	75	0
Second year's experience	80	0
Thereafter	90	0
Roller coverer—		
First year's experience	74	0
Second year's experience	78	0
Thereafter	86	0
Drawing, Slubbing, Intermediate, Roving and Spinning Departments—		
All machine operators or attendants	73	0
Mule Spinning Department—		
Man in charge of one pair of spinning mules	74	6
All other machine operators or attendants	73	0
Twisting, Winding, Reeling and Warping Departments—		
Warpers	75	0
Slasher sizer hand	74	0
All other machine operators or attendants	73	0
Weaving Department—		
Twisters-in	74	0
Warp drawers-in	74	0
Warp tiers	74	0
Box loom tuners—		
First year's experience	76	0
Second year's experience	82	0
Thereafter	90	0
Plain loom tuners—		
First year's experience	74	0
Second year's experience	80	0
Thereafter	85	0
Card or chain makers	75	0
Yarn storeman, i.e., man employed in the yarn store of any mill engaged in handling or receiving or distributing yarn other than man employed wheeling yarn from one store to another	73	0
Weavers	76	0
Perchers	73	0
Finishing Department—		
Man in charge of finishing machines	77	6
Man examining finished cloth	78	0
All other machine operators or attendants	73	0
Warehouse—		
Leading hand in warehouse where warehouse foreman is not employed	77	6
All other adult males	70	0

ADULT FEMALES.

	s.	d.
Combing, Drawing, Slubbing, Intermediate, Roving and Spinning Departments—		
All machine operators or attendants	39	3
Twisting, Winding, Reeling and Warping Departments—		
Warpers	41	3
All machine operators or attendants	39	3
Weaving Department—		
Weavers	42	3
Mending and Darning Departments—		
Menders and darners—		
First six months' experience	38	3
Thereafter	41	3
Examiners or passers of pieces after mending	42	3
Other examiners and passers	40	3
All other adult females	36	3

(2) DEFINITIONS.—(*a*) Leading hand means an employee in charge of any operation where no foreman or assistant foreman is employed, or an employee who is empowered by the management to discharge such duties as would devolve upon such foreman or assistant, if employed.

(*b*) Machine operator or attendant means an employee who in the course of his duty is called upon to operate a machine, and does not include an employee whose sole duty is carrying material to and from a machine.

(*c*) Continuous process means either the working of three shifts per day from Mondays to Saturdays inclusive, or in the manufacture of wool tops for export, the working of three shifts per day from Mondays to Sundays inclusive.

(3) ADULT LEARNERS.—Where a person 21 years of age or over, who has not had previous experience in the industry, is employed to learn weaving, he or she shall be paid two-thirds of the minimum wage until taking over a loom.

(4) SHIFTS.—(a) A "day shift" shall be a shift worked between the hours of 7 a.m. and 7 p.m. on Monday to Friday inclusive, and between the hours of 7 a.m. and 12 noon on Saturday.

(b) A "night shift" shall be a shift worked between the hours of 7 p.m. and 7 a.m. Monday to Saturday inclusive.

(c) Workers employed on night shift shall be paid 5s. per week in addition to the rate fixed for the day shift unless engaged in a continuous process. If adult employees in a continuous process work three alternating shifts they shall be paid 5 per cent. extra, if alternating afternoon and night shift 7½ per cent. extra. Male juniors employed on afternoon or night shifts shall be paid 1s. per shift extra, with a maximum payment of 5s. per week.

(d) Workers employed on a shift extending after 7 p.m. shall be paid at night shift rates for the time worked after 7 p.m. provided that workers employed on a shift commencing after 5 p.m. shall be paid at night shift rates throughout, and provided further that by mutual arrangement between an employer and his employees, and for the purpose of providing extra employment, a short shift may be worked with the consent of the Chairman of the Wages Board without payment of night shift rates.

(e) By mutual arrangement between the employer and his employees the hours of duty prescribed herein for workers on night shift may be worked in four shifts without payment for overtime. Under any such arrangement arrived at after the 5th day of July, 1935, all hours of duty beyond ten hours, even if they come within the starting and finishing times of a shift, shall be paid for at overtime rates.

(f) The employment of females before 7 a.m. or of males under 18 years of age after 9 p.m. is prohibited.

(g) As far as practicable employees shall work shifts in rotation.

(5) OVERTIME.—(a) For work done by an employee before the usual starting time or after the usual finishing time of his shift or after an employee has completed the ordinary daily hours of work, overtime shall be paid at the rate of time and a half for the first four hours on any one day and double time thereafter.

(b) The usual starting or finishing time in any factory or part thereof shall not be altered except on seven days' notice to the employees, and such starting and finishing times shall be posted on the notice board. (See clause 8.)

(c) Employees called upon to work overtime for more than one hour and not notified the day immediately before shall either be supplied by the employer with a meal or be paid 1s. 6d. tea money. If the notice is given and overtime not worked (except as a result of a breakdown of machinery or plant) the tea money prescribed herein shall be paid.

(d) Juniors for each period of overtime worked shall be paid 6d. up to two hours, and 3d. for each additional hour or part of an hour in addition to their overtime earnings and any tea money to which they may be entitled.

(e) Youths under 18 years of age and females required to work overtime shall be paid overtime at the rate of time and a half to a maximum of four hours in one day and ten hours in one week and double time thereafter.

(6) TERMS OF EMPLOYMENT.—(a) Employment shall be on an hourly basis, except notice equivalent to 44 working hours shall be given on either side to terminate employment; such notice may be given at any time. This shall not affect the right of the employer to dismiss any employee without notice for malingering, inefficiency, neglect of duty, or misconduct (in which case wages shall be paid up to time of dismissal only), or to deduct payment for any day the employee cannot be usefully employed because of any strike, or through any breakdown of machinery, or any stoppage of work, or any cause for which the employer cannot be reasonably held responsible.

(b) In lieu of such 44 working hours' notice, except under circumstances referred to above, the employer may pay 44 hours wages; and vice versa the employee leaving his or her employment without notice shall forfeit 44 hours' wages, which may be deducted from any wages due.

(c) Provided that any notice determining the employment solely for the purpose of evading payment for prescribed holidays, and not to determine finally the engagement, shall not deprive the employees of payment for any prescribed holidays occurring or observed between such notice to terminate and the re-engagement, if any.

(d) Where the rationing of work takes place employees shall be guaranteed one week's work in every three weeks.

(7) MEAL HOURS.—(a) A meal interval of not less than 45 minutes and not more than one hour shall be allowed each day, provided that by mutual arrangement between the employees and the employer a shorter meal time may be fixed, in which case it shall not be less than 30 minutes.

(b) Time and a half rates shall be paid to any employee required to work during his meal hour. No employee shall be compelled to work for more than five hours without a break for a meal. Provided, however, that where three shifts are worked in a continuous process and it is mutually arranged, there shall be no break for meals, but employees may take their meals in the employer's time as opportunity offers.

(c) An employee engaged in the maintenance of plant shall, when breakdowns occur, work meal hours at the ordinary rates herein prescribed whenever instructed so to do.

(d) Meal intervals having been fixed shall not be altered except on seven days' notice posted in the factory.

(8) NOTICE BOARD.—The employer shall permit a notice board to be erected in his establishment for the purpose of posting any notices thereon in connexion with meetings or other business the employees may require, such notice board to be in a prominent position. All such notices shall be submitted to and approved by the employer before being posted.

(9) TOOLS OF TRADE.—All materials and appliances required for the cleaning of machinery shall be supplied by the employer free of charge.

(10) LIMITATIONS.—(a) Any female employed on woollen or worsted carding machines, back washing machines, or self-acting spinning mules shall be paid the rate fixed for an adult male.

(b) To each pair of mules in the spinning department one adult shall be employed as in charge thereof.

(c) No male employee under 18 years of age shall be permitted to operate the rotary hydros and milling machines in the finishing department.

(d) Work on wet crabbing in the dye house shall be confined to adult employees.

(11) PAYMENT OF WAGES.—(a) Wages shall be paid weekly, not later than Friday, except by mutual agreement between employer and his employees.

(b) Any employee kept waiting for his or her wages on pay day for more than ten minutes after the usual time for ceasing work shall be paid at overtime rates for the time so kept waiting.

(c) Where the services of an employee are dispensed with, all wages due shall be paid to him on dismissal or forwarded to him by post on the day following.

(d) Not more than two days' pay of each employee shall be kept in hand by an employer.

(12) TIME AND WAGES BOOK.—Each employer shall keep a time and wages book or record showing the name of each employee and his or her occupation, the hours worked each day or each week, and the wages or allowance paid each week.

The time occupied by an employee in filling in any time books or in the making of records shall be treated as time of duty, but this does not apply to checking in or out at the beginning or end of duty.

(13) SUNDAYS AND HOLIDAYS.—(a) All work done on Sundays (other than work done by employees on continuous shift work in the manufacture of wool tops for export) and on the following holidays shall be paid for at the rate of ordinary time in addition to the ordinary rate:—

New Year's Day, Australia Day, Good Friday, Easter Monday, Anzac Day, King's Birthday, Eight Hours Day, Christmas Day, and Boxing Day.

Provided that Melbourne Cup Day shall be observed as a holiday in the Metropolitan District instead of King's Birthday.

(b) If any other day be by Act of Parliament or proclamation substituted for any of the above-mentioned holidays, the special rate shall only be payable for work done on the day so substituted. All employees on time work off duty on any of the above-mentioned holidays, other than Sunday, shall be paid for such days at the ordinary rates. The piece-workers shall be paid for such days at the ordinary rates payable to employees on time work doing the same class of work.

(c) Where an employee is absent from his or her employment on the working day before or the working day after a holiday without reasonable excuse or without the consent of the employer, the employee shall not be entitled to payment for such holiday.

(14) EMPLOYEES' REPRESENTATIVE.—(a) A person authorized by the employees shall not be prevented by an employer from visiting and conversing with the employees at meal time or before or after the hours of work.

(b) If any person so authorized makes himself objectionable during any such visit, whether to the employer or any manager or any foreman or any employe his right to visit shall be determined by the employer affected and another person substituted in his place by the employees.

(15) PIECE-WORK.—(a) Any employer may fix piece-work rates for any process, provided such rates enable adult employees of average capacity to earn at least the minimum weekly rate prescribed for their respective classes, with the addition of 15 per cent.

(b) Piece-work rates now paid shall not be altered except by mutual agreement between the employer and piece-workers concerned.

(c) Where an employee has worked part of the week on piece-work he or she shall be entitled to his or her earnings in full for the actual time worked on piece-work if the earnings are higher than the minimum rate for such time.

(d) Adults and juniors doing the same operations shall be paid the same piece-work rates.

(e) As far as practicable, different grades of work shall be equitably divided between piece-workers.

(f) A piece-worker who also instructs learners shall receive 10s. per week in addition to piece-work earnings for the first week, 7s. 6d. for the second week, and 5s. for the third week, but at the end of the third week shall not be called upon to continue instructing a learner unless paid 5s. per week in addition to the piece-work earnings.

(g) Male piece-workers called upon to perform work before the usual starting time or after the usual finishing time shall be paid 10d. per hour extra on the normal piece-work rates, and female piece-workers 6d. per hour on the normal piece-work rates.

(h) Weavers on commencing a warp, shall be provided with a ticket, on which shall be entered the particulars of the work, i.e. :—

Class of work.
Number of picks per inch.
Length of cut.
Speed of loom.
Price per cut.

F. A. MARZORINI,
Secretary for Labour.

31st May, 1937.

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