



VICTORIA GOVERNMENT GAZETTE.

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No. 231]

TUESDAY, SEPTEMBER 21.

[1937

Factories and Shops Acts.

DETERMINATION OF THE MEAT PRESERVERS BOARD.

NOTES.—(a) This Determination on the 7th October, 1937, applied to the following parts of Victoria, namely:—The Metropolitan District as defined in the *Factories and Shops Act 1928* (No. 3677) and the Order in Council made hereunder; such portions of the City of Sandringham as are not included in the said Metropolitan District; the cities of Ballarat, Bendigo, Geelong, Geelong West, and Warrnambool; the town of Newtown and Chilwell; and the boroughs of Eaglehawk and Sebastopol.

IN accordance with the provisions of the *Factories and Shops Acts*, the Wages Board which since the 11th November, 1913, has had the power to "determine the lowest prices or rates which may be paid to any person—

(a) Employed in the process, trade, or business of—

- (1) Preserving meat,
- (2) Preparing food products from animal fat,
- (3) Putting up preserved meat or food products prepared from animal fat;

(b) Employed as a storeman, packer, or sorter in connexion with the trade or business of—

- (1) Preserving meat,
- (2) Preparing food products from animal fat,"

has made the following Determination, namely:—

(1) That on the 7th October, 1937, the last previous Determination shall be revoked and replaced by this Determination.

(2)

WAGES.

Apprentices, Improvers, and Juvenile Workers.					Other Employees.				
					MEAT PRESERVING SECTION.				
					s. d.				
					Males.	Females.			
					s. d.	s. d.			
Under 16 years	26 0	24 0	Leading hand	..	97 0
16 years and under 17 years	30 3	26 9	Assistant preserver	..	97 0
17 18	36 9	29 9	Foreman packer	..	97 0
18 19	43 0	33 6	Females engaged—		
19 20	53 9	37 9	Stamping, or Branding;		
20 21	67 0	43 0	Labelling, keying, wiping tins, and carrying off from		
							filling table;		
							Weighing, filling, emptying, stacking, capping, sealing,		
							closing, opening, labelling, wrapping, packing, clean-		
							ing, or sterilizing tins, cartons, bottles, jars or		
							moulds;		
							Preparing for, placing in, taking away from machines		
							and placing in trays;		
							All others	..	91 0
							ALL OTHER SECTIONS.		
							Mixer	..	99 0
							Potman	..	99 0
							Females engaged—		
							Patting, wrapping, stamping, or branding;		
							Labelling, wiping tins, and carrying off from filling		
							tables;		
							Filling, cleaning, weighing, stacking, sealing, closing,		
							packing tins, jars, cartons or moulds;		
							Taking away from automatic machines;		
							Wrapping premier jus for oleo presses;		
							All others	..	92 0

Shift Workers.—Shift workers shall not commence work before 1 p.m. on any day from Monday to Friday or before 10.30 a.m. on Saturday. They shall be paid at the ordinary rate for the class of work performed for all work done up to the time of ending work fixed in clause (5). For any balance up to 8½ hours on days Monday to Friday and 3½ hours on Saturday time and a quarter shall be paid.

(3) *PRO RATA PAYMENT OF WAGES.*—An employee other than a "Temporary Worker" who is employed for less than the hours fixed for a full week's work shall be paid the ordinary wages rates calculated pro rata according to the number of hours worked.

(4) *ORDINARY WEEK'S WORK.*—The number of hours which shall constitute a week's work shall be as follows:—

Males	46 hours	Which shall be worked in periods of 8½ hours on each day from Monday to Friday and 3½ hours on Saturday, or in periods of 9 hours 12 minutes on each day from Monday to Friday.
Females	44 hours	Which shall be worked in periods of 8 hours 10 minutes on each day from Monday to Friday and 3 hours 10 minutes on Saturday, or in periods of 8 hours 48 minutes on each day from Monday to Friday.

(5) *TIMES OF BEGINNING AND ENDING WORK.*—The times of beginning and ending work each day for persons other than potman or potman's assistant and shift workers shall be as follows:—

(a) In places where work is done on Saturday—

	Time of Beginning.	Time of Ending.
Mondays to Fridays	7.15 a.m.	5 p.m.
Saturdays	7.15 a.m.	11 a.m.

(b) In places where work is not done on Saturday—

	Time of Beginning.	Time of Ending.
Mondays to Fridays	7.15 a.m.	5.30 p.m.

(6) *OVERTIME.*—The following overtime rates shall be paid for overtime:—

- | | | |
|---|--|-------------------|
| (a) Potman or potman's assistant (not being a shift worker) | For work done in excess of 46 hours in any week .. | } Time and a half |
| (b) Others (not being shift workers) | (1) Outside the hours fixed in clause (5)
(Except after 12 noon on Saturday, when the rate shall be double time.) | |
| | (2) Within the hours fixed in clause (5) in excess of the hours fixed in clause (4) | } Time and a half |
| (c) Shift workers | (1) For work done in excess of 8½ hours on any day from Monday to Friday or in excess of 3½ hours on Saturday before 2.15 p.m. | |
| | (2) After 2.15 p.m. on Saturday | Double time |

(7) *MINIMUM OF OVERTIME.*—Employees called upon to work after meal time as provided in clause (8) after ordinary ceasing time shall be provided with a minimum of two hours' work, or shall be entitled to two hours' payment; but such payment shall not exceed three times the ordinary week-day rate payable to permanent employees.

(8) *MEAL HOURS.*—

(a) *Breakfast.*—A period of one hour at a time of the day to be arranged between employer and employees shall be allowed for breakfast to any person who commences work before 7.15 a.m.

Dinner.—A period of one hour between 12 noon and 1.30 p.m. shall be allowed for dinner.

Tea.—A period of one hour between 5 p.m. and 6 p.m. (when work is to continue after 6 p.m.) shall be allowed for tea.

(b) Employees working at night shall not work continuously for more than four hours without an interval of one hour for a meal, except where a person other than a shift worker has had the ordinary tea hour and is finishing before midnight.

(c) Meal hour if worked shall be paid for at double time on prevailing rates; same to continue until such time as the employee has a full hour of leisure for a meal.

(9) *SUNDAYS AND HOLIDAYS.*—

(a) Double time shall be paid for work done between 8 a.m. and 5 p.m. on Sundays and on the following holidays, viz.:—Christmas Day, Boxing Day, New Year's Day, Australia Day, Labour Day, Good Friday, Easter Monday, King's Birthday, Union Picnic Day and Melbourne Cup Day; but if any other day be by Act of Parliament or Proclamation substituted for the above-mentioned holidays, the special rate shall be payable for work done only on the day so substituted. Overtime at the rate of time and a half, calculated on the special rate mentioned in this clause, shall be paid for work done before 8 a.m. or after 5 p.m. on Sundays and holidays.

(b) Employees called upon to work on Sundays shall be provided with four hours' work, or shall be paid for four hours' work; but such payment shall not exceed three times the ordinary week-day rate payable to permanent employees.

(c) Employees (other than temporary workers) not called to work on a holiday shall be paid for such holiday at ordinary rates provided that any portion of the working week is or has been worked by them.

(10) *SMOKE-ON.*—A "smoke-on" period of fifteen minutes shall be allowed employees each morning and each afternoon during ordinary working hours without deduction of pay.

(11) *TEMPORARY WORKERS.*—Temporary workers shall be paid at the rate of time and a quarter, but the rates payable to such employees for overtime shall be based on the rates payable to an ordinary worker.

(12) *LIMITATION OF PENALTY RATES.*—Where under any provision in this Determination (other than the provision contained in clause 8(c)), cumulative penalty rates would entitle an employee to a sum in excess of three times the ordinary week-day rate per hour of a permanent worker performing like work, the rate payable to such employee, whilst he is employed at work for which penalty rates are provided, shall not exceed three times the ordinary week-day rate referred to; excepting where an employee is called upon to work through a meal time on a Sunday or a holiday.

(13) *DEFINITIONS.*—

(a) A temporary worker shall mean any person who is employed for less than three full consecutive working days. Saturdays, Sundays, and holidays are not to be counted as working days, i.e., Friday, Monday, and Tuesday would be three consecutive working days whether Saturday or Sunday is worked or not.

(b) Juvenile worker shall mean a person under 21 years of age, other than an apprentice or an improver, who may be employed at—

- Patting, wrapping, stamping, or branding;
- Labelling, keying, wiping tins, and carrying off from filling table;
- Filling or cleaning tins, jars, or moulds;
- Weighing, filling, emptying, stacking, capping, sealing, opening, packing, cleaning or sterilizing tins, cartons, or bottles;
- Taking away from machines;
- Wrapping premier jus for oleo presses, washing margarine boxes, and assisting potman cleaning up; weighing and closing tins.

GENERAL.

(14) MEAL MONEY.—When an employee has provided himself with the customary meal because of receipt of notice of intention to work overtime, he shall be entitled to payment of 1s. 6d. for each meal so provided, in the event of the overtime work not being done or ceasing before respective meal time.

(15) FIRST-AID CHEST.—A first-aid chest, with all necessaries for same, shall be provided.

(16) MIXED FUNCTIONS.—Any person engaged on two or more classes of work in any day shall be paid at the highest rates prevailing for that day.

(17) DINING AND DRESSING ROOMS.—Proper dining and dressing rooms shall be provided, and shall be kept in a sanitary condition by the employer.

(18) WASHING DOWN.—For the purpose of washing down, hoses and water-taps must be provided at convenient places.

(19) PAYMENT OF WAGES.—All employees to be paid weekly, and in the time of the employer.

(20) MINIMUM OF WORK.—All persons who are engaged for work shall be paid for eight hours' work at least on week days and three and a half hours' work at least on Saturday, even if they are not required to work.

(21) WAITING TIME.—When an employee has been notified to start work at a certain hour, but is not put on at such hour, the time that the employee is kept waiting shall be treated as time of duty.

(22) WASHING FACILITIES.—A proper place shall be provided for the purpose of washing clothes.

(23) The Secretary or Assistant Secretary of the Federated Cold Storage and Meat Preserving Employees' Union of Australasia shall be allowed to inspect all time and wages books at the place at which the time book or other record is kept between the hours of 10 a.m. and 2 p.m. on any working day excepting pay day or on the day immediately preceding pay day.

D. BERRIMAN, Chairman.

W. L. HARRINGTON, Secretary.

Melbourne, 2nd September, 1937.



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No. 232]

TUESDAY, SEPTEMBER 21.

[1937

Factories and Shops Acts.

DETERMINATION OF THE HOSPITAL AND BENEVOLENT ASYLUM ATTENDANTS BOARD.

NOTE.—This Determination on the 27th September, 1937, applied to the whole of the State.

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which now has power to determine the lowest prices or rates which may be paid to any person or persons or classes of persons (not including professional employees and not including nurses subject to the Hospital Nurses Board) employed in or about—

- (a) a hospital or benevolent asylum doing any kind of work connected with the carrying on of a hospital or benevolent asylum;
- (b) a sanatorium for the treatment of persons suffering from any form of tuberculosis;
- (c) a hospital or home for the treatment of the mentally afflicted doing any kind of work connected with the carrying on of such a hospital or home;

has made the following Determination, namely:—

(1) That on the 27th September, 1937, 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 WITHOUT BOARD AND LODGING.*				PROPORTION (IN ANY PLACE).	
	Male Apprentices or Improvers.	Female Apprentices or Improvers.		Apprentices.	
		Employed in the Metropolitan District; Cities of Ballarat, Bendigo or Geelong; Town of Mildura; or Mooroopna Riding of Shire of Rodney.	Employed in any other part of Victoria.	MALES.	FEMALES.
				One male apprentice to every three or fraction of three male workers receiving not less than 84s. 6d. per week of 48 hours.	One female apprentice to every three or fraction of three female workers receiving not less than 45s. 9d. per week of 48 hours.
				Improvers.	
				MALES.	FEMALES.
				One male improver to every ten or fraction of ten male workers receiving not less than 84s. 6d. per week of 48 hours.	One female improver to every eight or fraction of eight female workers receiving not less than 45s. 9d. per week of 48 hours.
Under 16 years of age ..	s. d. 32 6	40 3	39 3		
16 years of age ..	37 6				
17 " ..	44 0				
18 " ..	46 6				
19 " ..	54 6				
20 " ..	67 0				

* The minimum wage where the employer boards and lodges the employee shall in the case of an adult male employee be 16s. per week less, and in the case of an adult female employee or an apprentice or improver 15s. per week less than the rate fixed without board and lodging.

OTHER EMPLOYEES.

(a) Employed in the Metropolitan District; the Cities of Ballarat, Bendigo, or Geelong; the Town of Mildura, or the Mooroopna Riding of Shire of Rodney.

Males.				Females.			
WAGES WITHOUT BOARD AND LODGING.*				WAGES WITHOUT BOARD AND LODGING.*			
		Per week of 48 hours.				Per week of 48 hours.	
		s.	d.			s.	d.
Clerks		87	6	Clerks		55	3
Cooks—First		92	0	Cooks in charge of—			
Other cooks		87	0	One to three kitchen employees		60	3
Dresser, head, where five or more dressers are employed		113	6	Four to seven kitchen employees		67	9
Dressers doing venereal diseases work		107	6	Eight or more kitchen employees		77	9
Other dressers—				Second cooks		57	9
1st year's experience as such		87	6	Other cooks		55	3
2nd year's experience as such		92	6	Head housemaids		50	3
Thereafter		97	6	Housekeepers		65	3
Foreman in charge of—				Head laundresses in charge of—			
One to nine employees		90	0	One to three persons		57	9
Ten or more employees		97	6	Four or more persons		62	9
Assistant foreman		87	6	Second laundresses		52	9
Gardeners in charge of one or more gardeners or where				Laundresses where only one employed		52	9
there is only one employed		87	0	Sorters		52	9
Other gardeners		84	6	Washing machine hands		60	9
Incinerator attendants		84	6	Storekeeper in charge of one or more store hands or			
Kitchenmen or scullerymen		84	6	where there is only one employed		55	3
Laboratory assistants		93	0	Storekeeper's assistants—			
Laundrymen		84	6	1st year's experience as such		45	9
Mortuary-men employed solely on post-mortem work		102	6	2nd year's experience as such		46	9
Other mortuary-men		87	6	Thereafter		47	9
And 10s. extra for each post-mortem				Stenographers and typists		60	3
Motor or motor ambulance drivers or assistants		87	0	Telephone attendants		62	9
Operating theatre attendants		87	6	Waitresses—			
Porters—				1st year's experience as such		45	9
Casualty—engaged on preparations and theatre work		87	6	2nd year's experience as such		46	9
Dispensary		87	6	Thereafter		47	9
Night		87	0	Wardmaids—			
Relieving		87	0	1st year's experience as such		45	9
X-ray		84	6	2nd year's experience as such		46	9
Recording attendants		87	6	Thereafter		47	9
Splint makers		97	6				
Splint makers' assistants		85	0				
Storemen in charge of one or more storemen or where							
there is only one employed		90	0				
Other storemen		84	6				
Telephone attendants		87	6				
Ward cleaners handling sputum mugs		87	6				
Other ward cleaners		84	6				
X-ray attendants		92	6				
X-ray technicians—							
1st year's experience as such		85	0				
2nd year's experience as such		100	0				
Thereafter		110	0				
All others		84	6				

(b) Employed in any other part of Victoria.

Males.				Females.			
WAGES WITHOUT BOARD AND LODGING.*				WAGES WITHOUT BOARD AND LODGING.*			
		Per week of 48 hours.				Per week of 48 hours.	
		s.	d.			s.	d.
Adults		84	6	Clerks		50	9
				Cooks—			
				First—where there is only one employed		60	3
				Second		55	3
				Head laundress		52	9
				Other laundresses		47	9
				Stenographers and typists		55	9
				Telephone attendants		50	9
				All others—			
				1st year's experience		45	9
				2nd year's experience		46	9
				3rd year's experience		47	9

* The minimum wage where the employer boards and lodges the employee shall in the case of an adult male employee be 16s. per week less, and in the case of an adult female employee or an apprentice or improver 15s. per week less than the rate fixed without board and lodging.

(3) ALLOWANCES.—Persons (other than dressers) employed within a radius of 20 miles from the General Post Office, Melbourne, who handle or dress patients suffering from venereal diseases or patients qualified for admission to infectious diseases hospitals, or handle clothes (not previously disinfected) that are used on or worn by such patients, or handle microscopic slides in connexion with cases of an infectious nature, shall be paid 7s. 6d. per week in addition to the rates provided in Clause 2.

(4) OVERTIME.—For work done in excess of the maximum number of hours fixed as a week's work—Time and a half, calculated on the rates fixed without board and lodging.

(5) HOLIDAY RATES.—Time and a half calculated on the rates fixed without board and lodging shall be the rate for all work done within a radius of 20 miles from the General Post Office, Melbourne, on the following holidays:—New Year's Day, Australia Day (26th January), Good Friday, Easter Monday, Labour Day (21st April), Anzac Day, Christmas Day, and Boxing Day; but if any other day be by Act of Parliament or Proclamation substituted for any of these holidays the special rate shall only be payable for work done on the day so substituted.

(6) ANNUAL LEAVE.—Any employee who has been in the service of an employer for a period of not less than twelve months shall be granted by such employer the following leave at least in each year on full pay, without any deduction for board and lodging—

(a) If employed within a radius of 20 miles from the General Post Office, Melbourne, seven days.

(b) If employed outside a radius of 20 miles from the General Post Office, Melbourne, fourteen days.

Provided that any employee outside the radius mentioned who prior to this Determination coming into force and in his present employment received more than one week's leave per year shall be entitled to fourteen days' leave plus the number of days in excess of one week which he formerly received.

(7) **SICK LEAVE.**—Any employee who furnishes to the Board of Management of the institution or the proprietor of the hospital where he or she is employed satisfactory evidence that he or she is unable to perform his or her duties on account of illness contracted in the discharge of such duties shall, while incapacitated, be entitled to sick leave on full pay for a period not exceeding four weeks.

(8) **A FULL WEEK'S WAGES TO BE PAID.**—Any employee (other than a casual worker) willing to work who is employed by a public institution and who works for less than the full working week, viz., 44 hours in the case of seamstresses and 48 hours in all other cases, shall be entitled to the payment of a full week's wage.

(9) **DRESSING ROOMS, ETC.**—Dressing rooms, and lunch rooms, shall be provided for non-resident employees and suitable healthy accommodation for resident employees.

(10) **UNIFORMS, ETC.**—Uniforms, overalls, caps, and aprons, shall be provided and laundered free of cost for employees required to wear same.

(11) **RUBBER GLOVES, ETC.**—Rubber gloves and all necessary safety appliances shall be provided free of cost for the use of employees and an adequate supply of same shall be maintained.

(12) **TERMINATION OF EMPLOYMENT.**—Except where the conduct of an employee justifies instant dismissal, seven days' notice of termination of employment shall be given by either employer or employee, and any employee failing to give such notice shall be liable to forfeit one week's pay in lieu thereof.

(13) **UNION INTERVIEWS.**—During working hours employees of any Public institution subject to this Determination may, with the consent of the Secretary or Superintendent of such institution (which consent shall not be unreasonably withheld) be interviewed by the Secretary of the Hospital, Dispensary, and Asylum Employees and Allied Government Officers' Federation of Australia, No. 1 Victorian Branch, or have their union contributions collected by the steward of the said organization.

D. BERRIMAN, Chairman.

L. M. BRADY, Secretary.

Melbourne, 10th September, 1937.

