



VICTORIA GOVERNMENT GAZETTE.

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[1938

Factories and Shops Acts.

DETERMINATION OF THE SHOPS BOARD No. 18 (MISCELLANEOUS SHOPS).

NOTE.—(a) This Determination on the 22nd February, 1938, applied to the following parts of Victoria, namely:—The Metropolitan District, as defined in the Factories and Shops Acts and the Order in Council thereunder, and such portions of the city of Sandringham as are not included within the said district; the cities of Ballarat, Bendigo, Geelong, Geelong West, and Warrnambool; the town of Newtown and Chilwell; and the boroughs of Eaglehawk and Sebastopol.

(b) On 13th May, 1932, this Board was given power to determine the lowest prices or rates which may be paid to any persons employed in flower shops.

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board, which now has the power to determine the lowest prices or rates which may be paid to any person employed in any shop other than shops of the following classes, that is to say:—

(a) a butcher's shop, a bookseller's and news agent's shop, a confectionery and pastry shop, a cooked meat dealer's shop, a fish and oyster shop, a fruit and vegetable shop, a hairdresser's shop, a tobacconist's shop;

(b) a boot dealer's shop, a boot repairer's shop, a chemist's shop, a dairy produce dealer's shop, a draper's shop, a dyer's and clothes cleaner's shop, a fuel and fodder dealer's shop, a furniture dealer's shop, a grocer's shop, a haberdasher's shop, a hardware shop, a hatter's shop, a men's clothing shop, a mercer's shop, a milliner's shop, an underclothing shop;

(c) a Bread shop;

(d) shops for the sale of petrol, benzine, or other motor spirit, motor oils, or motor car or motor cycle accessories;

(e) shops for the sale of electrical goods, wireless (radio) sets, parts, or accessories—

has made the following Determination, namely:—

(1) That, on the 22nd February, 1938, the last previous Determination of this Board shall be revoked and replaced by this Determination.

(2)

APPRENTICES OR IMPROVERS.

Wages Per Week of 47 Hours.

Experience.	Commencing Age.						Experience.	Commencing Age.					
	15 years or under.	16 years.	17 years.	18 years.	19 years.	20 years.		15 years or under.	16 years.	17 years.	18 years.	19 years.	20 years.
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.		s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
Males—							Females—						
1st year ..	17 0	17 0	20 0	21 0	21 0	37 0	1st year ..	15 0	15 6	20 0	21 0	22 0	23 6
2nd " ..	21 0	21 0	26 0	34 0	40 0	49 6	2nd " ..	17 0	20 6	23 6	24 6	25 0	31 6
3rd " ..	24 6	28 6	34 6	48 0	57 6	64 6	3rd " ..	21 6	23 6	26 0	26 0	26 0	36 0
4th " ..	32 0	37 6	48 0	4th " ..	23 6	26 0	31 6
5th " ..	39 6	48 0	5th " ..	26 0	31 6
6th " ..	48 0	6th " ..	31 6

PROPORTION (IN ANY SHOP).

Apprentices.

One apprentice to every three or fraction of three persons receiving not less than the minimum wage.

Improvers (Males).

One improver to every worker receiving not less than the minimum wage.

Improvers (Females).

Two improvers to every worker receiving not less than the minimum wage.

OTHER EMPLOYEES.

	WAGES Per Week of 47 Hours.	
	Males.	Females.
<i>Employed in the business of a curio dealer, a feather dealer, a furrier, a jeweller, a pawnbroker, a seller of optical goods, photographic materials, sports materials, typewriters, business systems, surgical instruments, pianos, organs, piano-players, push cycles, motor cycles and motor cars, and accessories for push cycles:—</i>		
Branch manager (i.e., a person entrusted with the control or superintendence of a branch shop, notwithstanding he or she may be under the orders of a superior who does not devote his or her whole time to the management of the said branch shop)	s. d. 110 0	s. d. 110 0
Departmental manager or manageress (i.e., a person in control of three or more persons 21 years of age or over, notwithstanding he or she may be under the orders of a superior who does not devote his whole time to the management of such department)—		
Male	102 6	..
Female—		
Where one or more adult males are under her control	102 6
In other cases	55 0
Persons over 21 years of age (not being apprentices or improvers) without previous experience at the trade—		
1st six months' experience	58 0	32 6
2nd six months' experience	68 0	37 6
Other employees—		
21 years of age	72 0	39 6
22 years of age	81 6	44 6
23 years of age or over	96 6	49 6
<i>Employed in the business of a bird or dog dealer, a stamp dealer, a herbalist, a saddler, a ship chandler, a seller of cork goods, crockery, fancy goods, toys, grindery, leather goods, music, musical instruments (other than pianos, organs, or piano-players), pictures, picture frames, perambulators, paper patterns, rubber goods which are not motor cycle or motor car accessories, florists' goods, seeds, seedlings, tennis, flags, umbrellas or wicker goods, paints, colours, wall-papers, or employed in any business, other than those specially mentioned, to which this Determination applies:—</i>		
Branch manager (i.e., a person entrusted with the control or superintendence of a branch shop, notwithstanding he or she may be under the orders of a superior who does not devote his or her whole time to the management of the said branch shop)	105 0	105 0
Departmental manager or manageress (i.e., a person in control of three or more persons 21 years of age or over, notwithstanding he or she may be under the orders of a superior who does not devote his whole time to the management of such department)—		
Male	98 6	..
Female—		
Where one or more adult males are under her control	98 6
In other cases	52 6
Persons over 21 years of age (not being apprentices or improvers) without previous experience at the trade—		
1st six months' experience	55 0	30 6
2nd six months' experience	63 0	35 0
Other employees—		
21 years of age	67 6	37 6
22 years of age	75 0	42 6
23 years of age or over	90 0	47 6

(3) TIMES OF BEGINNING AND ENDING WORK.—

	Time of Beginning.	Time of Ending.
On the usual half holiday	8.50 a.m.	12.45 p.m.
On the usual late trading night, or the night previous to a Public Holiday	8.50 a.m.	9 p.m.
On all the other working days of the week	8.50 a.m.	6 p.m.

(4) OVERTIME.—

Within the times fixed for beginning and ending work in excess of 47 hours	} Time and a half.
Outside the times of beginning and ending work	

(5) DAY'S WORK TO BE CONTINUOUS.—No employee, except in a case where he has been guilty of a misdemeanour, having commenced work, shall be required to take any time off (exclusive of intervals for meals) until he has completed the full number of hours for that day's work.

(6) TIME RATE.—Any person employed on time wages for less than the number of hours fixed for an ordinary week's work shall for each hour worked up to 23½ hours, be paid—

(a) In any week in which two or more Public Holidays occur	At the ordinary wages rate with an addition of fifty per centum.
(b) In any other week	At the ordinary wages rate with an addition of thirty-three and one-third per centum.

and for each hour worked beyond the 23½ hours aforesaid shall be paid the ordinary wages rate up to but not exceeding ordinary wages rates for an ordinary week's work.

(7) SPECIAL RATES.—Double time shall be the special rate payable for all work done on Sunday, 26th January (Australia Day), Good Friday, Easter Monday, 21st April (Labour Day), King's Birthday, Christmas Day, Boxing Day, New Year's Day, or after 12.30 p.m. on Show Day (in localities mentioned in the Twelfth Schedule to the *Public Service Act 1928*); but if any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays, the special rate shall be payable only for work done on the day so substituted.

(8) TERMINATION OF EMPLOYMENT.—Seven days' notice of termination of employment shall be given by either employer or worker.

(9) PAYMENT OF WAGES.—All wages, including overtime, shall be paid not later than 4 p.m. on Friday.

(10) ANNUAL HOLIDAYS.—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 (exclusive of the holidays mentioned in Clause 7) in each year on full pay, and such holiday shall be given within three months of the completion of twelve months' service.

(11) SICK PAY.—Any employee not attending for duty who has had not less than twelve months' service with the same employer shall not lose his pay for the actual time lost if such employee produces or forwards within 24 hours of the commencement of such absence evidence satisfactory to the employer that his non-attendance was due to personal ill health or accident necessitating such absence, but such employee shall not be entitled to payment for non-attendance on the grounds of personal ill health or accident for more than five days in each year commencing from the 22nd February, 1938.

(12) MEAL ALLOWANCE.—Any employee who is required to work for more than one hour after the usual closing time of the shop shall be paid 1s. 6d. as a meal allowance for each day that such extra time is worked.

(13) MEAL INTERVALS.—All employees shall be allowed the following meal intervals with permission to leave the shop for the whole of such intervals, viz. :—From Monday to Friday, one hour for lunch between noon and 3 p.m. and, in addition, on the usual late shopping night three-quarters of an hour between the hours of 5 p.m. and 7.15 p.m.

(14) REST INTERVALS.—Any employee who works longer than four hours without a meal interval shall be allowed a rest period of not less than ten minutes after two and a half hours' work. Such rest period to be counted as time worked.

(15) CLOTHING ALLOWANCE.—Where any employee is required by his employer to wear any special uniform it shall be supplied, paid for, and laundered by the employer.

(16) NOTICE OF INTENTION TO RATION.—Where an employer owing to slackness of trade desires to ration his employees, he shall give at least two clear working day's notice to each employee of his intention to ration such employee.

D. GRANT, Chairman.

J. B. McINDOE, Secretary.

Melbourne, 7th February, 1938.

1. The first part of the document is a letter from the author to the editor, dated 10/10/1910. The letter is written in a formal, somewhat stiff style, typical of the early 20th century. It begins with a salutation and proceeds to discuss the author's recent work and its reception. The author mentions that the work has been well-received and that it has been published in a reputable journal. The letter concludes with a polite closing and the author's signature.

2. The second part of the document is a letter from the editor to the author, dated 10/15/1910. The editor's letter is more informal and friendly than the author's letter. It begins with a warm greeting and expresses the editor's pleasure in receiving the author's work. The editor mentions that the work has been carefully reviewed and that it has been found to be of high quality. The editor concludes by expressing the hope that the author will continue to contribute to the journal in the future.