



VICTORIA GOVERNMENT GAZETTE

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[1938

Factories and Shops Acts.

DETERMINATION OF THE COUNTRY PRINTERS BOARD.

NOTE.—This Determination applies to the whole of the State outside and excepting 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 portion of the City of Sandringham as is not included within the said District; the cities of Ballarat, Bendigo, Geelong, Geelong West, Mildura, 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 appointed to “determine the lowest prices or rates which may be paid to any person or persons or classes of persons (other than persons subject to the Determinations of the Printers Board or the Provincial Printers Board) employed in the process, trade, or business of—

- (a) Printing;
- (b) Bookbinding (including making loose sheet covers of any kind);

- (c) Paper ruling;
- (d) Stereotyping or electrotyping;
- (e) Preparing printed matter for sale or distribution;
- (f) Carbonizing, Varnishing, Gumming, or Waxing, } Paper, cardboard, or similar materials;
- (g) Preparing lithographic work by drawing or lettering on a lithographic plate or on any other material; but not including any process subject to the jurisdiction of the Stationery Board”—

has made the following Determination, namely:—

1. That from the beginning of the first period to commence in January, 1938, the last previous Determination shall be revoked and replaced by this Determination.

2. All classes of workers.

TABLE A.—ADULT MALES.

Number of Rate.	Description of Employment.	Weekly Wage—Grades.		
		A*.	B*.	C*.
		£ s. d.	£ s. d.	£ s. d.
A1	Machine compositor; that is, a person operating any class of composing and/or slug-casting machine keyboard (including time occupied in cleaning the machine and/or remedying defective working of machine)	5 10 0	5 7 0	5 4 0
A2	Probationary machine compositor—			
	(a) For a first period of six months' probation	5 1 0	4 18 0	4 15 0
	(b) For a second period of six months' probation	5 4 0	5 1 0	4 18 0
	(c) Thereafter the rate for a machine compositor	5 10 0	5 7 0	5 4 0
A3	Provided that any probationary machine compositor who during the second six months of his period of probation attains an efficiency of 7,000 ems per hour over a maximum period of four hours on plain matter corrected of not less than 13 ems measure in six-point type, and who also has ability to do tabulated and other matter in workmanlike manner, shall be paid	5 10 0	5 7 0	5 4 0
A4	Proof reader and/or reviser—			
	(a) In newspaper and commercial printing offices	5 4 0	5 1 0	4 18 0
	(b) Commercial printing only	5 4 0	5 1 0	4 18 0
A5	Working mechanic in charge of a slug-casting and/or type-casting machine.			
A6	Hand compositor			
A7	Sluggar			
A8	Bulk hand			
A9	Stonehand			
A10	Electrotypier			
A11	Stereotypier			
A12	Letterpress Machinist			
A13	Machinist working a flat-bed machine printing from a reel			

* See Clause 3 for definition of grades.

TABLE A.—ADULT MALES—continued.

Number of Rate.	Description of Employment.	Weekly Wage—Grades.		
		A*.	B*.	C*.
		£ s. d.	£ s. d.	£ s. d.
A14	Process engraver	5 7 0	5 4 0	5 1 0
A15	Lithographic machinist, including lithographic tin printer, lithographic transferrer and/or pressman	5 1 0	4 18 0	..
A16	Stone and/or plate preparer	4 2 0	3 19 0	..
A17	Ink grinder and/or varnisher	3 18 0	3 15 0	..
A18	Bookbinder (an employee engaged in the work of folding, numbering, perforating, and/or sewing and/or binding all cut flush work not turned in and/or binding quarter bound work cut flush turned in paper sides only is not by reason only of the fact that he is doing such work entitled to this rate)	5 1 0	4 18 0	4 15 0
A19	Marbler	5 1 0	4 18 0	4 15 0
A20	Hand Indexer	5 1 0
A21	Finisher	5 1 0
A22	Pocket-book maker	5 1 0
A23	Loose-sheet cover maker	5 1 0
A24	Ticket maker, turned in work	5 1 0
A25	Blotting-pad maker	5 1 0
A26	Portfolio maker	5 1 0
A27	Map and plan mounter and/or varnisher	5 1 0
A28	Paper ruler—that is, a person in charge of any ruling machine or who makes ready, sets pens or discs on the machine, mixes inks, rules proofs or regulates the supply of ink to the machine	5 1 0	4 18 0	4 15 0
A29	Guillotine machine operator
A30	Operator of a writer-press, multigraph machine, roneo type machine, or a similar machine printing from movable type, stereotypes, electros, zincos, or the like when employed on work other than circular letters that are wholly composed in the one face and size of type and of a typewriter character, in imitation of a typewritten letter or circular	5 10 0	5 7 0	5 4 0
A31	Feeder of any kind of machine when printing more than one colour	3 18 0	3 15 0	..
A32	Storeman, packer and/or despatcher	4 0 0	3 17 0	3 14 0
A33	Male employee not otherwise specified	3 14 0	3 11 0	3 8 0

* See Clause 3 for definition of grades.

TABLE B.

Adult Females.

Per week.
£ s. d.

B1.	Female employee of more than five years' experience employed in connexion with bookbinding, systems' work, stationery and/or printing on work not allotted a marginal difference in Table A, or as copyholder, embosser and/or numberer, or as a feeder on letterpress and/or lithographic printing machine, ruling machine, varnishing machine, waxing machine, folding machine	2 10 6
B2	Female employee not otherwise specified	2 0 6

Female Supervisors.

Per week.
£ s. d.

B3	Female employee in charge of or who supervises, directs, or is responsible for the work of—	
	(a) Up to 8 employees	2 12 6
	(b) From 9 to 15 employees (both inclusive)	3 0 0
	(c) Over 15 employees	3 6 0

TABLE C.

Male Juniors in all Sections.

Where the work is performed by a male employee under the age of 21 years other than an apprentice:—

Per week.
£ s. d.

C1	Under 15 years of age	0 15 0
C2	Between 15 and 16 years	1 0 0
C3	Between 16 and 17 years	1 5 0
C4	Between 17 and 18 years	1 14 0
C5	Between 18 and 19 years	2 3 0
C6	Between 19 and 20 years	2 12 0
C7	Between 20 and 21 years	3 0 0

TABLE D.

Apprentices.

Where the work is performed by a male apprentice:—

Per week.
£ s. d.

D1	First year	0 15 0
D2	Second year	1 0 0
D3	Third year	1 5 0
D4	Fourth year	1 14 0
D5	Fifth year	2 3 0
D6	Sixth year	3 0 0

TABLE E.

Female Juniors in all Sections.

Where the work is performed by a female employee under the age of 21 years:—

Per week.
£ s. d.

E1	First year's experience	0 15 0
E2	Second year's experience	0 19 0
E3	Third year's experience	1 3 0
E4	Fourth year's experience	1 7 0
E5	Fifth year's experience	1 17 0
E6	And thereafter the minimum wage prescribed for females for the class of work which she is doing.	

In the above provisions E1 to E6 "experience" means experience in the industry, including experience in the employ of more than one employer, and any female employee mentioned in such provisions on leaving or being discharged from her employment shall be entitled to a certificate from her employer stating the date when such employment began and the date of its termination duly signed or otherwise authenticated by the employer. Such certificate shall be the property of the employee, and shall be returned to her by any subsequent employer within seven days of her engagement.

DEFINITION OF GRADES.

3. For the purposes of this Determination—

Grade "A" means—

Castlemaine
Echuca

Hamilton

Grade "B" means—

Ararat
Bairnsdale
Benalla
Camperdown
Casterton
Charlton
Colac
Daylesford
Donald
Frankston
Horsham
Kerang
Korumburra
Kyabram
Kyneton
Leongatha
Lilydale
Maffra
MaryboroughMordialloc
Mornington
Nhill
Port Fairy
Port Fairy East
Portland
Ringwood
Sale
Shepparton
St. Arnaud
Stawell
Swan Hill
Tatura
Terang
Traralgon
Wangaratta
Warracknabeal
Yarraw

Grade "C" means—

All other places not specified in Grade "A" or Grade "B" of this Determination.

DEFINITIONS.

4. Commercial printing (without limiting the generality of the words) means—Printing (except of newspapers). A "mixed newspaper and commercial printing office" means a place of business in which operations of commercial printing are carried on in connexion with or in addition to the work of printing a newspaper (other than a daily newspaper), and "a commercial printing office" means any place of business (other than a mixed newspaper and commercial printing office), in which any operation of commercial printing is carried on. A "daily newspaper office" includes every office in which a daily newspaper is printed and/or published.

NIGHT WORK ALLOWANCE.

5. (a) An adult male weekly time work employee employed on night shift shall be entitled to receive the rate of wages prescribed by Table "A" of clause 2, together with an allowance as follows:—

- (i) If he be employed in a commercial printing office: 12s. extra if so employed for one week; if he works less than a week he shall be paid *pro rata* for the hours worked by him.
- (ii) If he be employed otherwise than in a commercial printing office: 9s. extra if so employed for one week; if he works less than a week he shall be paid *pro rata* for the hours worked by him.

(b) A male junior employed on night shift shall be entitled to receive the rate of wages prescribed by Table "C" of clause 2, together with an allowance as follows:—

- (i) If he be employed in a commercial printing office: 9s. extra if so employed for one week; if he works less than a week he shall be paid *pro rata* for the hours worked by him.
- (ii) If he be employed otherwise than in a commercial printing office: 4s. 6d. extra if so employed for one week; if he works less than a week he shall be paid *pro rata* for the hours worked by him.

(c) An apprentice employed on night shift shall be entitled to receive the rate of wages prescribed by Table "D" of clause 2, together with the same allowance as by sub-clause (b) hereof is prescribed for a male junior.

FOREMAN OR LEADING HAND.

6. In any office where three adult employees are permanently employed and one of their number, in addition to his ordinary work, has added responsibility, he shall be paid not less than 5s. per week above the minimum rate prescribed in this determination for the work ordinarily done by him, but if four or more adult employees are permanently employed, such an employee shall be paid not less than 10s. per week above the minimum rate prescribed in this determination for the work ordinarily done by him.

REST INTERVAL FOR FEMALES.

7. There shall be an interval of 10 minutes at a time fixed by the employer between 10 a.m. and 11 a.m. for rest on each day, Monday to Saturday inclusive, in each week for a female employee, such time to count as time worked. Reasonable facilities shall be provided by the employer for the employee to have refreshments during such interval if the employee so desires.

WORK NOT TO BE TAKEN OFF EMPLOYER'S PREMISES.

8. No work shall be taken off the employer's premises to be executed by any employee.

FEMALE TO BE PAID MALE RATE.

9. Where a female is employed to do any work specifically named or described or of the class mentioned in Table "A" of clause 2 hereof, which is not specifically named or described in Table "B" of clause 2 hereof, she shall be paid the rate which is prescribed for the male.

LIMITATION OF EMPLOYMENT OF FEMALES.

10. A female employee shall not be employed in the mechanical departments of any office, except as a feeder on a letter-press, lithographic, or ruling machine, or as a copy-holder, or on an addressograph machine, or on such work as is now usually done by a female in a bookbinding department.

FEMALES NOT TO OPERATE GUILLOTINE MACHINES.

11. A female shall not operate any guillotine machine.

FEMALES NOT TO WASH-UP OR FEED MACHINES, ETC.

12. A female shall not be required or permitted to wash-up or clean a printing machine; or feed a platen printing machine if under the age of 18 years.

JUNIORS.

13. (a) No department shall be manned exclusively by juniors.

(b) The proportion of juniors shall, subject to clause 27 (a) vi) hereof, be as follows:—

- (i) Not more than one junior of not less than 17 years of age (other than a junior carrying papers from a

machine to the publishing room) in any crew of a rotary machine or of a flat-bed rotary machine, where the crew comprises three or less than three adults permanently employed; and

- (ii) Not more than one additional junior of not less than 20 years of age, where any crew of a rotary machine is comprised of four or more adults permanently employed.
- (iii) Not more than one junior of not less than 16 years of age shall be employed for every three or part of three adults employed permanently as publishing employees.
- (iv) Not more than one junior galley puller shall be employed in any office.
- (v) Not more than one junior of not less than 17 years of age shall be employed in the stereotyping department of any daily newspaper office.
- (vi) In commercial printing offices, not more than two male juniors shall be employed to each adult in any department.

(c) A male under the age of 17 years shall not be employed as a stereotyper's assistant, or rotary machinist's assistant or flat-bed machinist's assistant working from a reel, and a male under the age of 16 years shall not be employed as a publishing assistant.

(d) Juniors shall be given opportunities to become proficient in different classes of work, and where the variety of work permits, shall be taught higher-grade work as they progress in the knowledge of their work.

NUMBER AND PROPORTION OF STEREOTYPER'S ASSISTANTS.

14. Not more than one adult stereotyper's assistant shall be employed in any newspaper office for each stereotyper permanently employed. For the purpose of this clause "permanently employed" means continuously employed for a period of not less than six calendar months.

MEAL PERIOD.

15. (a) In daily newspaper offices, the commencing time for meals shall be such as may be mutually arranged between each employer and the employees, and in default of such agreement as fixed by an amendment of this determination. The meal period shall be fixed by the printer, and may vary from night to night, but shall not be less than thirty minutes or more than one hour.

(b) In other than daily newspaper offices, the minimum time allowance for meals shall be three-quarters of an hour, and the maximum allowance one hour: Provided that, by agreement with the Printing Industry Employees Union of Australia, the period may be reduced to not less than half an hour.

(c) No employee shall be compelled to break shift except for meals, and a shift shall not exceed 5 hours without a break for meals.

(d) Where an employee is required to work during his usual meal period he shall be paid one-half extra on the hourly rate of his weekly wage for the time so worked, and be allowed his usual meal period as soon as it can be arranged.

HOURS AND OVERTIME.

16. (a) In any commercial printing office—

Day Work.

- (i) The hours of duty of employees on day work shall not exceed 44 a week to be worked within 8 hours a day on Monday to Friday inclusive, between the hours of 8 a.m. and 6 p.m. and within four hours on Saturday, to be worked between 8 a.m. and noon. Provided that, by agreement, made with the Printing Industry Employees Union of Australia, the finishing time on Saturday may be extended to not later than 1 p.m. within a week of 44 hours

Night Work.

- (ii) Night-shift work is work other than overtime work done between the hours of 6 p.m. and 8 a.m.
- (iii) The hours of duty for night-shift workers shall not exceed 44 a week, to be worked within nine hours a day on Monday to Friday inclusive, provided that for machine compositors on night shift the hours of duty shall not exceed 42 per week.
- (iv) The hours of commencing and finishing duty on each shift of all employees on night shift or unusual shift shall be arranged from time to time between each particular employer and the said union, and in case they are unable to agree, by the Wages Board.
- (v) A female employee shall not perform night-shift work.
- (vi) A male employee under seventeen years of age shall not perform night-shift work.
- (vii) On any day when the hours of any night shift overlap the day-shift hours, the night-shift hours shall be observed, and the night-shift wage shall be paid for such day.

Overtime.

- (viii) All overtime rates earned by an employee shall be paid in full, and no deduction shall be made from such overtime rates by reason of any time not worked by such employee.

- (ix) All duty performed by time workers in excess of or outside the hours mentioned above in this sub-clause, or in excess of the hours of a shift, shall be overtime, and shall be paid for at the rate of time and a half for the first three hours on any one shift, and double time thereafter.
- (x) All duty performed by piece workers in excess of or outside the hours mentioned above in this sub-clause, or in excess of the hours of a shift, shall be overtime, and shall be paid for at the rate of rate and a half for the first three hours on any one shift, and double rate thereafter.
- (xi) Double time or double rate shall be paid for all work done on Saturday after 12 noon and on Sunday. Where the hours of the ordinary working week are worked within five days or five nights, any work done on the sixth day or night shall be paid for at double time or double rate.
- (xii) Where notice of overtime in excess of one hour has not been given during the previous shift, and where the tea interval is insufficient to enable an employee to visit his home, 2s. shall be paid as an allowance for tea money, and the same allowance shall be made for each meal reasonably occurring during such overtime work.
- (xiii) Any employee required to work more than six consecutive shifts without a clear interval of 36 hours after the sixth shift, shall be paid double time or double rates for all work performed by him after the sixth shift until he shall have had such clear interval of 36 hours between shifts.
- (xiv) No junior worker under seventeen years of age, nor any female or apprentice, shall be on duty in any event before 8 a.m. or later than 9 p.m. on any working day.
- (xv) An employer shall not require or permit any female employee to work overtime after 6 p.m., unless at least one other female person is working with her.
- (xvi) No employee under sixteen years of age shall be employed on overtime.
- (b) In any daily newspaper office or mixed newspaper and commercial printing office:—
- Day Work.*
- (i) The hours of duty of time-work employees on day work shall not exceed 44 hours per week, to be worked within 7 hours 20 minutes a day on Monday to Saturday inclusive between the hours of 8 a.m. and 6 p.m.; provided that on daily evening newspaper, the hours of duty on Saturday may be worked between 8 a.m. and 6.45 p.m.; and provided further that when work finishes not later than 12.30 p.m. on Saturday, up to 8 hours a day may be worked on Monday to Friday inclusive, and 4 hours on Saturday, or up to 7 hours 34 minutes a day may be worked on Monday to Friday inclusive, and 4 hours 30 minutes on Saturday.
- Night Work.*
- (ii) Night-shift work is work other than overtime work done between the hours of 6 p.m. and 8 a.m.
- (iii) The hours of duty for night-shift time-workers shall not exceed 42 per week for machine compositors, and 44 per week for all other employees, to be worked within 8 hours per night on Sunday to Friday inclusive.
- (iv) The hours of commencing and finishing duty on each shift of all employees on night shift or unusual shift shall be arranged from time to time between each particular employer and the union, and in case they are unable to agree, by the Wages Board.
- (v) On any day when the hours of any night shift overlap the day-shift hours, the night-shift hours shall be observed, and the night-shift wage shall be paid for such shift.
- (vi) No employee under the age of 16 years shall be employed as a copyholder on night shift, and no employee under the age of 17 years shall perform any other class of work on night shift.
- (vii) Except as provided in paragraph (vi) of this sub-clause, or in clause 18 hereof, no junior worker under the age of 17 years shall be on duty in any event before 8 a.m. or later than 9 p.m. on any working day.
- Overtime.*
- (viii) All overtime rates earned by an employee shall be paid in full, and no deduction shall be made from such overtime rates by reason of any time not worked by such employee.
- (ix) All work done by a time worker in excess of or outside the weekly hours mentioned above in this sub-clause, or in excess of the hours of the prescribed shift, shall be overtime, and shall be paid for at the rate of time and a half for the first three hours on any one shift, and double time thereafter; provided that—
- (a) Work on a daily newspaper may continue for up to 10 hours on one shift in any week without incurring overtime charges.
- (b) Work on a newspaper other than a daily newspaper done on publication day, or the preceding day, may continue for up to 10 hours without incurring overtime charges.
- (c) Any day shift on newspaper work and working as provided in paragraphs (a) and (b) hereof, may extend the finishing time of the day shift on publication day to not later than 10 p.m.
- (x) All work done by a piece-worker after he has been working for a stretch of 9 hours, shall be paid for at rate and a half for the first three hours, and double rate thereafter, and all work done by a piece-worker in excess of 44 hours in any week shall be paid for at rate and a half.
- (xi) Where notice of overtime in excess of one hour has not been given to any day-worker during the previous shift, and where the tea interval is insufficient to enable the employee to visit his home, 2s. shall be paid as an allowance for tea money, and the same allowance shall be made for each meal reasonably occurring during such overtime work.
- (xii) Any employee required to work more than six consecutive shifts without a clear interval of 36 hours after the sixth shift, shall be paid double time or double rate for all work performed by him after the sixth shift until he shall have had such clear interval of 36 hours between shifts, with a minimum of three hours' work, or payment therefor: Provided that this clause shall not apply where shifts are being changed, or to a case where it is necessary for an employee to work in the place of an employee who is absent through sickness. In any case where conditions satisfactory to the Printing Industry Employees Union of Australia are arranged in writing with an employer, with respect to the minimum of three hours' work, or payment therefor, a shorter interval than 36 hours after the sixth shift may be adopted.
- (xiii) Double time or double rate shall be paid for all work done on Saturday after the finishing time of an employee or in excess of the weekly hours prescribed above in this sub-clause, and on Sunday, provided that work for a morning daily newspaper done after 6 p.m. on Sunday shall be classed as ordinary work, and included in the employee's usual weekly hours.
- (xiv) Notwithstanding anything contained in paragraph (xiii) of this sub-clause, where at the commencement date of this determination work for a newspaper is done regularly on Sunday in lieu of Saturday, such Sunday work may continue to be performed at ordinary rates of pay, and as part of an employee's usual working week, and any work done on Saturdays shall be overtime, and be paid for at double time or double rate.
- (xv) No employee under sixteen years of age shall be employed on overtime.
- Special Conditions.*
- (xvi) Notwithstanding anything hereinbefore contained in sub-clause (b) of this clause, the conditions prescribed for a commercial printing office shall apply in all respects to an employee employed for the whole of his time, or substantially the whole of his time, upon commercial printing work in a mixed newspaper and commercial printing office.
- HOURS TO BE POSTED.*
17. (a) The commencing and finishing times of any shift (other than an emergency shift or a shift for a daily newspaper) of any office shall be conspicuously displayed in each work-room, and shall continue unchanged until altered by agreement between the employer and the said union and in default of such agreement by an amendment of this determination.
- (b) The commencement time of any day or night shift other than an emergency shift for a daily newspaper shall be conspicuously displayed in each work-room at least one hour prior to the finish of the preceding day or night shift, as the case may be, but such time shall be within the appropriate spread of hours prescribed for daily newspaper shifts in this determination.
- DUTIES AT UNUSUAL HOURS.*
18. A junior or apprentice employed in any printing office may, subject to the written approval of the said union, agree with his employer to attend the place of employment outside the usual working hours to arrange the heating of linotype metal-pots, and for such attendance shall be given such allowance in time or money as is reasonable for the time so occupied by him. Any agreement made in accordance with this clause shall not be deemed to contravene any prescribed condition in the determination relating to wages or the starting or finishing times of any shift or weekly hours of employment. In the event of the said union withholding its approval, the proposed agreement may be dealt with by the Wages Board.

TERMS OF EMPLOYMENT.

19. (a) No employee shall be employed other than as a weekly time-work employee or a weekly piece-work employee, or a casual time-work employee or a casual piece-work employee.

(b) A weekly time-work employee to become entitled to payment of a weekly wage, shall perform such work as the employer shall from time to time require on the days and during the hours usually worked by such employee; but such work shall be of a similar class to the work usually performed by such employee.

(c) Any weekly time-work employee not attending for duty will lose his pay for the actual time lost unless he produces, or forwards within 28 hours of the commencement of such absence, evidence satisfactory to the employer or the Secretary for Labour that his non-attendance was due to personal ill-health necessitating such absence, but he shall not be entitled to payment for non-attendance on the ground of personal ill-health for more than six days in each year. Such year begins on the date on which this determination comes into force. An employee is to be entitled to not more than six days' payment in any year under this clause of the determination, notwithstanding that he may be employed by different employers.

(d) A weekly piece-worker is a piece-worker engaged as a weekly employee. The following conditions apply to the employment of a weekly piece-worker:—

(i) On each working day or night of the week, the weekly piece-worker shall present himself for employment at the usual time for beginning work at the place of business of the employer, unless informed by the employer that his attendance on any day or on any night is not required, but in any case where an employer has no work for a piece-worker to do on the next following shift, he shall so inform the employee prior to his terminating work, and in any such case the employee shall not be obliged to present himself for work on the following shift.

(ii) If the weekly piece-worker begins work on any such day or any night, he shall (subject to the provisions of sub-clause (e) of this clause) receive not less than four hours' continuous employment, or be paid for such four hours at the rate prescribed for a machine compositor on time work.

(iii) Subject to the provisions of sub-clause (e) of this clause, a weekly piece-worker shall be guaranteed at least 30 hours' employment in any working week. If such employment is not provided for him in any week, and in such week he complies with the provisions of paragraph (i) of this sub-clause, and faithfully performs all work provided for him during that week, he shall be paid for any hours short of this guarantee at the rate prescribed for a machine compositor on time work, and this notwithstanding that any public holiday or holidays occur in such week.

(iv) For six days in any year, such weekly piece-worker will be excused for not presenting himself for employment at the proper time and place, and such non-attendance shall not disentitle such piece-worker to payment for such absence if within 28 hours of the commencement of any such absence he produces or forwards to the employer evidence satisfactory to the employer, or to the Secretary for Labour, that his non-attendance was due to personal ill-health necessitating such absence. The year begins on the first day of January of each year. A weekly piece-worker shall be entitled to the benefits of this sub-clause in respect of not more than six days during any such year, notwithstanding that he may be employed by different employers.

(v) A piece-worker shall be paid for five hours for each of the six absences provided for in this sub-clause at the rate prescribed for a machine compositor on time work. An employer shall be entitled to count such five hours in any week in which a piece-worker has been sick to make up the weekly guarantee of hours in any week in which a piece-worker has worked less than 30 hours.

(vi) In respect of each public holiday referred to in clause 20 hereof, which occurs in any week, and on which the weekly piece-worker is not required to work by the employer, he shall be paid for five hours at the rate prescribed for a machine compositor on time work.

(e) The employment of a weekly time-work or piece-work employee may be terminated by one week's notice on either side, and such notice may be given at any time during any week to take effect one week after the day on which it is given. This shall not affect the right of the employer to dismiss any employee without notice for malingering, inefficiency, neglect of duty, or misconduct, and in such case wages shall be paid up to the time of dismissal only, or to deduct payment for any day the employee cannot usefully be employed because of any strike of the said union, or any other union, or through the breakdown of machinery or any stoppage of work for any cause for which the employer cannot be held responsible.

(f) Where a weekly piece-work employee gives or receives one week's notice of the termination of his employment, he shall, during the week that such notice runs, be given the same amount of piecework as it has been customary for him to perform during the period of his employment.

(g) If an employee's services be terminated during the course of a week, he shall be paid all money due to him at the termination of his service, or all money due to such employee shall be forwarded to him by post within 24 hours thereafter.

LEAVE OF ABSENCE.

20. (a) Nothing in this clause has reference to absence occasioned by ill-health.

(b) In any daily newspaper office—

Every employee shall be entitled to and be allowed fourteen working days' (excluding Christmas Day and Good Friday) leave on full pay in respect of each completed period of twelve calendar months' service, of which fourteen working days, twelve such days at least shall be consecutive, during the continuance of this determination.

(c) In other than a daily newspaper office (including a commercial printing office)—

Every employee shall be entitled to six working days' leave and eight public holidays on full pay in respect of each completed period of twelve calendar months' service, such six working days' leave to be six consecutive working days or otherwise, as the employer and the employee may agree upon, and the eight public holidays to be either public or local holidays as the employer and the employee may agree upon.

(d) In this determination, "public holiday" means the day observed in the State as any of the following days:—New Year's Day, Good Friday, Easter Saturday, Easter Monday, Eight Hours Day (or Labour Day), Christmas Day, Boxing Day, Anniversary (or Foundation) Day (the 26th of January), King's Birthday, Anzac Day, together with such district or local holidays as may be observed in the district or place in which an employee works.

(e) An employee, for his own purposes, and with the consent of the employer, may elect to take off an equivalent number of days in lieu of and substitution for one or more of the public holidays to which this clause entitles him.

(f) The period of twelve or six (as the case may be) consecutive working days prescribed in sub-clauses (b) and (c) herein shall include public holidays occurring within the period, but shall not include Sunday occurring within the period, or Good Friday or Christmas Day.

(g) Leave shall be taken at such time as the employer deems convenient, but within three months of such holidays becoming due. The employer may, at his option, allow an employee to take such annual leave before the completion of such twelve calendar months' service. An employee shall be given at least two weeks' notice of the commencing date on which he will be required to take his leave.

(h) If the employment shall be terminated after any annual leave shall become due, and the annual leave not have been taken, the employee shall be entitled to the payment of two weeks' wages in lieu thereof, the wages to be calculated as from the date when the leave accrued due.

(i) If during any twelve months of his service the employment of an employee who has been employed for more than three calendar months is terminated, such employee shall be paid the proportion of two weeks' wages which the period of employment bears to twelve calendar months. For the purpose of this clause, "the period of employment" shall mean the period commencing with his first employment, or upon the expiration of any twelve months of his employment. Any employee, other than a casual employee, whose period of employment when terminated is less than thirteen weeks, shall have a day's pay granted to him for any holiday, worked by him falling within the period of employment unless a day's leave in lieu thereof has been given.

(j) The wages payable to a piece-worker under this clause shall be the wages fixed for a machine compositor on time-work.

(k) An employer shall not terminate the employment of a weekly employee for the purpose of evading payment for the holidays prescribed by this determination.

(l) If during any twelve months of his service an employee entitled under this clause to eight public holidays on full pay has not been allowed at least eight public holidays, he shall be paid, if a time-worker, an ordinary day's pay, or if a piece-worker, an ordinary day's pay for a time-work machine compositor, in respect of each public holiday (not exceeding in all the number of eight) on which he has been required to work, notwithstanding that for the week including such public holiday he has been paid his full weekly wage or piecework rate, as the case may be, and such amount may be claimed within nine months after the expiration of such twelve months.

(m) If in any twelve months of his service an employee entitled under this clause to leave on full pay as prescribed in sub-clauses (b) and (c) herein, has not been allowed such leave, he shall be paid for each of the days mentioned, if a time-worker, at the full rate of payment, or if a piece-worker at the rate for a time-work machine compositor, notwithstanding that in respect of each of such days he has already received his wages or piecework payment, as the case may be, without deduction, and such amount may be claimed within nine months after the expiration of such twelve months.

(n) Payment under either of the above sub-clauses (l) and (m) shall not excuse an employer for failure to allow an employee to take a holiday or leave to which he is entitled under this clause, and such failure shall be a breach of this determination, notwithstanding any agreement whereby the employee purports to waive the holiday or leave to which he is entitled.

TIME BOOK.

21. (a) Each employer shall keep a time and wages book, correctly and fully written up in ink, showing the name of each employee and his occupation, the hours worked (including overtime) each day or night, and the wages, overtime and allowances paid each week, provided that the employer may, at his option, use a mechanical clock in lieu of a time book for the purpose of recording the time of each employee. The book, or when a clock is installed the time cards, shall be open for inspection by a duly accredited official of the said union during the usual office hours at the office or other convenient place.

(b) A duly accredited official of the said union shall mean any officer of such organization, or of the Victorian branch thereof who may be accredited in writing by the general secretary, or by the Victorian branch secretary, and shall include such branch secretary.

POWER TO ENTER.

22. The secretary of the Victorian branch of the Printing Industry Employees Union of Australia, or an officer of that branch accredited in writing by the general secretary, or the Victorian branch secretary, of the said union, shall, by arrangement with the employer or his representative in charge, have the right to enter and inspect during working hours any part of a printing factory or workshop and to interview the employees in working hours. The official shall exercise this right reasonably, and shall interfere with the work and duties of an employee as little as possible.

CASUAL EMPLOYEES.

23. (a) An employer when engaging a person for casual employment shall inform him then and there that he is to be employed as a casual. Except where this is done the employee shall be a weekly time-worker or weekly piece-worker. A casual employee after two weeks of continuous employment as a casual employee shall become a weekly time-worker or weekly piece-worker.

(b) Where a casual employee commences duty, or where the employer expressly agrees to employ a casual employee on any employment, and the casual employee, in pursuance of such agreement, actually attends for duty, such employee—

- (i) If a time-worker engaged in the publishing department, shall be paid for three hours of employment at the least;
- (ii) If a time-worker engaged as a machine compositor, shall be paid for four hours at the least;
- (iii) If a time-worker engaged in any other work, shall be paid for four hours at the least;
- (iv) If a piece-worker, shall be given four hours' work at the least or paid for four hours at the appropriate rate for a time-worker.

(c) 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 prescribed working week.

(d) A casual employee, other than a casual publishing employee, whether working at piecework or time-work and working on day shift, shall be paid for such work the piecework rate or the hourly rate prescribed for such work, with the addition of 10 per cent.

(e) A casual employee, other than a casual publishing employee, whether working at piecework or time-work, and whether working mixed day and night shift, or night shift, or on work extending to not later than 6 o'clock Sunday morning, shall be paid for such work the piecework rate or the hourly rate prescribed for night work, with the addition of 10 per cent.

(f) A casual publishing employee, working on day shift, shall be paid for such work the hourly rate of 2s. 1d. per hour.

(g) A casual publishing employee, whether working mixed day and night shift, or night shift, shall be paid for such work the hourly rate of 2s. 4d. per hour.

(h) A casual employee, when working overtime shall have his rate of pay as a casual employee increased by the same proportion (e.g., one half, or double, as the case may be) as the weekly worker's rate applicable to the class of work done by the casual employee is directed to be increased under this determination for work done on overtime with the addition of 10 per cent.

PROBATIONERS ON TYPE-CASTING OR SLUG-CASTING MACHINES.

24. An employer shall not employ an employee as a probationer on the keyboard of a type-casting or slug-casting machine unless such employee is a compositor who has served a full term of apprenticeship or is an apprentice who has served three years' apprenticeship as a compositor.

PIECEWORK.

25. (a) No work shall be performed by any employee by contract or sub-contract or other similar system.

(b) No piecework shall be performed by an employee other than in respect of work done in connexion with machine composition in a newspaper office in Hamilton, and in any other newspaper office where four or more slug-casting machines are in use, as may be agreed upon between the said union and an employer or, failing agreement, as fixed by an amendment of this determination.

(c) The minimum piecework rates payable to an employee by an employer shall be the rates prescribed in Schedule A of this Determination, and such schedule is hereby incorporated in this determination.

CALL CLAUSE.

26. (a) In respect to newspaper work, two hours shall be paid for as a call to any employee brought in on any week-day to issue any special edition or do any work not in his ordinary working hours for that week. Such call, together with the time worked, shall be paid for at the rate of time and a half or rate and a half, except on Sundays. On Sundays, double time or double rate shall be paid for the call, and for the time worked, with a minimum of two hours. This clause shall only apply when an employee is not notified before he leaves work that he will be required for special duty. In any case where an employee is brought in without notice because of another employee having unexpectedly absented himself from his work, the provisions of this clause shall not apply, but the employee so brought in to work shall be paid double time or double rate for the hours worked by him should such hours be outside his ordinary working hours for that week.

(b) In respect to commercial printing work, one hour's time at the least, in addition to the actual time worked and/or the time the employee is required to stand by for work, shall be paid for as a call to any employee brought in to do any work not in the ordinary working hours, such to be paid for at the rate of time and a half or rate and a half, except on Saturday afternoon and Sunday, when double time or double rates shall be paid.

APPRENTICES.

SECTION 1.

27. (a) General conditions.

(i) An apprentice shall be indentured for a period of six years: Provided that when a boy is more than sixteen years of age at the date of the indenture, the period shall be five years, but such apprentice shall, for the purposes of calculating his wages be deemed to have already served a period of one year.

(ii) An apprentice indentured to hand composition or hand and machine composition and attending and adjusting slug-casting and/or type-casting machines, shall be indentured only to an employer employing both hand and machine compositors actually engaged in hand and machine composition.

(iii) A boy above the age of eighteen years shall not be employed as a probationer for apprenticeship, and shall not be apprenticed unless the Secretary for Labour has consented to such apprenticeship.

(iv) If an employer is unable to fulfil his obligation to any apprentice, it shall be lawful for such apprentice to complete his term with another employer who may, with the consent of the said union or the Secretary for Labour, take and employ him as such apprentice.

(v) The duties of an apprentice shall be so arranged by the employer that as he progresses in his knowledge and skill in his apprenticeship, his duties shall be varied accordingly, and he shall be placed on higher or more skilful work from time to time.

- (vi) An employer shall not employ any person under the age of 21 years other than a copy-holder, in connexion with any branch of the industry in respect of which provision is made for apprentices unless as an apprentice indentured in accordance with the provisions of this determination: Provided that any such person may be employed as a probationer for apprenticeship for a period not exceeding six months, and should such person afterwards become indentured, such period shall be reckoned as portion of his apprenticeship: And provided further that this clause does not exclude the employment of boys for such classes of work as going messages, sweeping-up, cleaning machines, or feeding printing machines, &c.
- (vii) No apprentice under the age of seventeen years shall be employed on night work.
- (viii) A copy of each indenture shall be delivered by the employer to the apprentice and to the Secretary for Labour.
- (ix) The wages and conditions prescribed in this determination for apprentices shall apply to all apprentices, whether indentured before or after the commencement date of this determination.
- (vii) An apprentice to paper ruling shall be taught and instructed in all phases of paper ruling, and all things incidental thereto, including making-ready, setting pens or discs on machines, mixing inks, ruling proofs, and the care of ruling machines, including instruction in the mechanism of such machines and guillotine machine operating when the latter is included in the indentures of apprenticeship.
- (viii) An apprentice to letterpress printing shall be taught and instructed in all phases of letterpress printing available in the office and which must include cylinder machine printing, and all things incidental thereto, including making-ready, the mixing and use of inks, black and colour printing and the care of cylinder and platen letterpress printing machines, including instruction in the mechanism of such machines.
- (ix) An apprentice to lithographic printing shall be taught and instructed in all phases of lithographic printing available in the office, and all things incidental thereto, including the preparation of transfers, transferring, the mixing and use of inks, and the care of lithographic printing machines, including instruction in the mechanism of such machines.

SECTION 2.

(b) Special conditions applicable to newspaper and/or commercial printing offices, other than daily newspaper offices—

- (i) A beginner shall be apprenticed to learn, and shall be fully and thoroughly taught and instructed by the employer in one of the following branches of the printing industry:—
 - (a) Hand composition.
 - (b) Hand composition and general printing.
 - (c) Hand and machine composition, and attending and adjusting slug-casting and type-casting machines.
 - (d) Stereotyping and/or electrotyping.
 - (e) Bookbinding and/or paper ruling. (No boy shall be indentured to bookbinding in any office unless the bookbinding usually done in the office is superior in class to quarter-binding.)
 - (f) Letterpress printing.
 - (g) Lithographic printing.
- (ii) An apprentice to hand composition shall be taught and instructed in all phases of hand composition, and all things incidental thereto, including the setting of advertisements, tabular and jobbing work (the latter to cover, so far as is practicable, the principles of design), bookwork, the casting-off of copy, the making-up of pages, the allotting of margins, the lay-out of pages, the locking-up and registering of formes, proof-reading and revising.
- (iii) An apprentice to hand composition and general printing shall be taught and instructed in hand composition and allied crafts in printing, but shall not be specialized upon the platen or cylinder printing machines to the detriment of his general training.
- (iv) An apprentice to hand and machine composition and attending and adjusting slug-casting and/or type-casting machines shall be taught and instructed in hand composition for the first three years, and in addition shall be taught and instructed in machine composition and attending and adjusting slug-casting and/or type-casting machines during the last three years of his apprenticeship, when the period of apprenticeship is six years, and during the last two years when the period is five years.
- (v) An apprentice to stereotyping shall be taught and instructed in all phases of the trade of a stereotyper, and all things incidental thereto, including making of metal and flog, moulding, packing and repairing moulds, casting, trimming, cutting, routing, sweating, anchoring, mounting and planing (metal and/or wood) and all bench work; and an apprentice to electrotyping shall be taught and instructed in all phases of the trade of an electrotyper and all things incidental thereto, including preparing wax, moulding, building up, blackleading, stopping-out, oxidizing, attending bath, lifting shells, backing-up, slabbing-up, sweating, anchoring, mounting and planing (wood and/or metal) and all bench work, and the care and control and use of all electrical apparatus and plant used in the processes of coppering, nickelling and the depositing of any other metal or alloy in use in the employer's business.
- (vi) An apprentice to bookbinding shall be taught and instructed in all phases of bookbinding and all things incidental thereto, and one at least of the following branches and all things incidental thereto: Finish-ing, marbling, blocking, stamping, indexing and guillotine machine operating.

SECTION 3.

(c) Special conditions applicable to daily newspaper offices—

- (i) A beginner shall be apprenticed to learn, and shall be fully and thoroughly taught and instructed by the employer in one of the following branches of the printing industry:—
 - (a) Hand composition.
 - (b) Hand and machine composition and attending and adjusting slug-casting machines.
 - (c) Slug-casting machine attending and adjusting.
- (ii) An apprentice to hand composition shall be taught and instructed in all phases of newspaper hand composition and all things incidental thereto, including galley-pulling, copy-holding, proof-reading, floor, bulk and stone work (including the classification of advertisements).
- (iii) An apprentice to hand and machine composition and attending and adjusting slug-casting machines shall be taught and instructed in hand composition for the first three years, and, in addition, shall be taught and instructed in machine composition and attending and adjusting slug-casting machines during the last three years of his apprenticeship, when the period of apprenticeship is six years and during the last two years when the period is five years.
- (iv) An apprentice to slug-casting machine attending and adjusting shall be taught and instructed in the mechanism of such machines, how to attend and adjust them and make such repairs to them as the mechanical equipment of the employer's business will permit.

SECTION 4.

Proportion of Apprentices.

(d) In daily newspaper offices to which there are no commercial printing offices attached, the maximum proportion of apprentices shall be as follows:—In the composing department or in the slug-casting machine attending and adjusting department where one skilled adult is permanently employed at full rates as provided in this determination, one apprentice or boy working on probation as hereinbefore provided may be employed, and, in addition, one apprentice to each succeeding five skilled adults permanently employed in each of such departments. The maximum number of apprentices in any department shall not exceed three where fewer than twenty skilled adults are employed or four where twenty or more skilled adults are employed. For the purpose of this sub-clause, permanently employed means continuously employed for a period of not less than six calendar months. Indentures entered into under this sub-clause shall be so arranged that there shall be at least six months between the commencing dates of each indenture in the different departments.

(e) In any other office—

- (i) The maximum proportion of apprentices shall be as follows:—One apprentice or boy working on probation as hereinbefore provided, may be employed to each establishment where one skilled adult employee is permanently employed on full rates as provided in this determination, two apprentices to three such adults, three apprentices to five such adults and one additional apprentice to every additional three such adults. For the purpose of this sub-clause, permanently employed means continuously employed for a period of not less than six calendar months.

- (ii) In any case where a proprietor has an unindentured member of his family working for him, such member shall, for the purposes of this sub-clause, be regarded as an apprentice.
- (iii) In computing the number of skilled adults employed for the purpose of the proportion, the staffs employed upon commercial work and newspaper work in any office may be combined.
- (iv) The total number of apprentices employed on commercial work shall not at any time exceed the total number of skilled adults employed thereon.
- (v) One apprentice from a commercial printing office connected with a daily newspaper office may work on the day staff of the daily newspaper for a continuous period of not more than six months and apprentices shall rotate and continue to rotate on this work.

SECTION 5.

Technical Education.

(f) In any place—

- (i) Each apprentice shall, after the completion of his first year of apprenticeship, attend and be permitted by his employer to absent himself during ordinary working hours for the purpose of attending for four hours every week a suitable technical school or other school for study and instruction in the branch of the industry to which he is apprenticed, for the period of three years or for the period of any prescribed course approved by the union or by the Wages Board, if such school is available. Wherever in any State a State Technical School provides instruction in an apprenticeship trade such State Technical School shall be accepted as a suitable school for the purpose of this determination.
- (ii) If there be no such technical or other school as aforesaid, then the employer shall permit the apprentice for four hours in any week during ordinary working hours to perform on the employer's premises the theoretical or practical work of or incidental to a correspondence course with such technical or other school until the course is completed, provided that the said course is approved by the said union or the Wages Board.
- (iii) If the apprentice produce a certificate from such technical or other school showing that he has given satisfactory attention, by attendance, correspondence or otherwise, to the work of the school for a quarter or other term, then for that term there shall be no deduction from his pay for the time of absence, or for the time occupied, as provided in paragraph (ii) hereof, and the school fees shall be paid by the employer (unless paid by the State Government).
- (iv) Should the apprentice attain a standard approved by such technical or other school, he shall for the first annual examination he passes receive the sum of 2s. 6d. per week in addition to the prescribed weekly wage; for the second annual examination he passes he shall receive an additional sum of 2s. 6d. per week, or 5s. in addition to the prescribed weekly wage; for the third annual examination he passes he shall receive a further sum of 2s. 6d. per week, or 7s. 6d. in addition to the prescribed weekly wage. He shall receive such additional amounts from the date on which the employer is notified of such pass.
- (v) Where no annual examination is held—(1) the teacher in charge of such technical or other school, or of the correspondence course of such technical or other school, together with two representatives (one from the employers' representative organization and one from the Printing Industry Employees Union of Australia) or where such for any reason is not practicable—(2) a committee consisting of one representative from the employers' representative organization and one from the said union, together with a chairman to be mutually agreed upon, shall, in December of each year, review the students' work. If such work is deemed satisfactory it shall be recognized by the issue of an interim report. Should the apprentice attain a standard of not less than 60 per cent. of the possible points, he shall for the first report receive the sum of 2s. 6d. per week in addition to the prescribed weekly wage; for the second report he shall receive an additional sum of 2s. 6d. per week, or 5s. in addition to the prescribed weekly wage; for the third report he shall receive a further sum of 2s. 6d. per week, or 7s. 6d. in addition to the prescribed weekly wage. He shall receive such additional amounts from the date upon which the employer is notified of such report.
- (vi) The time during working hours occupied by an apprentice in attending a technical or other school (including the time occupied by him going from his work to such school or class and returning to his work), or occupied in connexion with correspondence school instruction, shall be reckoned as part of the time served under his indenture of apprenticeship and shall not delay the completion of his indenture or interfere with the periodical increase of his wages.

PAY DAY.

28. An employee shall be paid his wages weekly, provided that where at the commencement date of this determination an employer pays fortnightly such practice may continue. Not more than two days' pay may be kept in hand by any employer.

MIXED FUNCTIONS.

29. Where an employee is employed on work which involves the payment of a higher rate of wage than the rate prescribed in this determination for the work usually performed by such employee, the employee shall be paid such higher rate of wage for the time occupied by him in the performance of such work provided that if he be employed for four hours or more on any day on such work the employee shall be paid for the full day at the higher rate of wage. This clause shall not apply to rotary machine workers who for brief periods during the running time of the machine perform mixed functions.

HEALTH PROVISIONS.

30. (a) Type metal or type metal shavings shall not be permitted to accumulate on the floor or in the vicinity of slug-casting or type-casting machines or on the floor of the stereotyping and/or electrotyping department.

(b) Dry cleaning shall not be permitted or carried out in any printing factory, workshop or place. All establishments and workshops shall be efficiently ventilated.

(c) The employer shall provide a suitable place for employees to wash their hands.

(d) Proper facilities shall be provided by the employer so that the clothing of employees taken off during working hours may be protected from the dust of the workroom.

(e) All metal pots, except those electrically heated, shall be provided with proper and suitable hoods, which shall be so fitted that all fumes and heavy gases are sucked off and conducted into the open air.

(f) If artificial light is in use effective shades shall be provided by the employer to prevent eye strain. Artificial light shall be so situated as to enable the employee to work without unnecessary strain to the eyes.

(g) In connexion with stereotype and/or electrotype installations proper and adequate provision shall be made for carrying off the fumes arising from the melting down of old stereotype plates or linotype slugs and from the refining of dross.

(h) The cleaning of linotype plungers shall be done in such a manner as to cause the fumes or dust to be carried away from the workroom into the open air.

BRONZING OR DUSTING OFF.

31. (a) Bronzing or dusting-off by machine shall not be done except under such conditions as to prevent as far as practicable the escape of dust into the air of any occupied room.

(b) Bronzing or dusting-off by hand shall not be done except in connexion with—

(i) An efficient exhaust draught which effectively carries away bronze dust in the atmosphere; or

(ii) An appliance or within a structure of canvas, wood or other suitable material so constructed as to prevent as far as possible the escape of dust into any occupied room.

(iii) The foregoing conditions shall not be enforced where bronzing or dusting-off is not done in any workroom for more than two hours in any one day.

(c) There shall be provided—

(i) Suitable overalls and head coverings for all persons engaged in bronzing or dusting-off, which shall be washed or otherwise effectively cleansed at least once every week when in use.

(ii) For all persons engaged in bronzing or dusting-off a suitable place or places for clothing put off during working hours.

(d) Every person employed in bronzing or dusting-off shall—

(i) Wash the face and hands before partaking of any food or leaving the premises.

(ii) Wear the overalls and head coverings supplied as provided herein.

(iii) Deposit clothing put off during working hours in the place or places provided in pursuance of this clause.

(e) Where bronzing or dusting-off is regularly done, there shall be provided and maintained in a clean state and in good repair for the use of all persons employed in bronzing or dusting-off a sufficient supply of clean towels and soap and nail brushes and a supply of hot and cold water.

(f) Where bronzing or dusting-off is not done regularly, a reasonable supply of hot water shall be available for each person engaged in bronzing or dusting-off.

(g) Any person employed in bronzing by hand or dusting-off by hand shall be paid 6d. an hour in addition to any other money payable under this determination.

(h) Where the bronzing surface does not exceed in size large post octavo, females may be employed at bronzing or dusting-off for a period not exceeding two hours in any one day, but except under such conditions an employer shall not require or permit any female employee to do bronzing or dusting-off work.

(i) Upon request being made each person shall be supplied free of charge by the employer with milk each morning and each afternoon where employed in bronzing or dusting-off by hand for two hours or more in any morning or afternoon period.

UNION DELEGATE.

32. Delegates chosen from the members of the said union (but not more than two) shall be allowed the necessary time in working hours to interview their employer or his representative for the purpose of submitting grievances. If such delegates be pieceworkers they shall be paid for such time at the time rate for machine compositors. The time of any interview shall be so fixed as not to delay the publication of a newspaper.

DETERMINATION TO BE POSTED.

33. (a) A copy of this determination shall be kept posted in a prominent place in each workroom where it may be read by employees. The Printing Industry Employees Union of Australia shall be permitted to post notices as to union meetings on a board at each establishment in a reasonable manner.

(b) Notices containing advice for the preservation of the health and protection of workmen, if provided by the Printing Industry Employees Union of Australia, shall be kept prominently posted and displayed in all workrooms by the employer.

INTERPRETATION OF THE DETERMINATION.

34. (a) A time-worker's hourly rate for any work for which a weekly rate is prescribed by this determination shall be ascertained by dividing the weekly rate by the number of hours which constitute the employee's ordinary working week as prescribed by this determination.

(b) The word "factory" or the words "factory or workshop" shall include every room or place where work in respect of which a wage is prescribed by this determination is carried out by employees.

(c) A day's work shall mean work done between the usual hours of commencing and finishing work on any day or night shift or any mixed day and night shift.

(d) "Adult male" shall mean (a) any male employee over 21 years of age other than an apprentice, or (b) any employee who has completed his period of apprenticeship but is under 21 years of age; and "adult female" shall mean (a) any female employee over 21 years of age, or (b) any female employee of any age who has had five years' experience in any of the branches of the industry described in Table "B" of this determination.

(e) A duly accredited or authorized official or person, member of the Printing Industry Employees Union of Australia, shall mean any officer or member of the said union or of the Victorian branch or sub-branch thereof who may be accredited in writing by the secretary-treasurer of the said union or by the Victorian branch secretary, and shall include the said secretary-treasurer and branch secretary.

(f) The "said union" or "union" shall mean the Printing Industry Employees Union of Australia.

(g) A copy-holder, unless an apprentice to hand composition or hand and machine composition, shall not be entitled to do the work of reading, revising, checking or correcting proofs.

Schedule A.

PIECEWORK RATES FOR MACHINE COMPOSITION.

1. The piecework rate for machine composition shall be 5½d. per thousand ens, but where such work is done on a night shift, the rate shall be 5 5-12d. per thousand ens, and such piecework shall be done subject to the provisions of this determination and of this schedule.

Provided that from the earnings of each pieceworker each week the sum of ten shillings may be deducted by the employer.

CAST-UP AND MINIMUM MULTIPLIER.

2. (a) The cast-up shall be according to the point system, but the minimum multiplier for any line shall be 40, and the table of multipliers appended to this schedule shall be observed. A fraction of an en if more than decimal five shall count as an en for the machine compositor, and if less shall not be counted. If it is decimal five it shall count alternately for the house and the machine compositor.

(b) All matter set for advertisements in type larger than 8-point shall carry a minimum multiplier of 45, and where the type used in the advertisements is larger than the predominant body matter type of the newspaper it shall also be measured in depth by such predominant body matter type.

PIECEWORK AND TIME-WORK MATTER.

3. Matter set in type up to and including 8-point shall be reserved to the piecework machine compositors. Should such be set on time by the house, it shall be charged by the pieceworkers as plain matter. Matter set in type larger than 8-point may be set on time by the house. Provided that in any morning daily newspaper office display advertisements (that is, advertisements in which there are three or more different sizes of type other than public and Government notices) may be set in their entirety by time-workers.

10-POINT AND LARGER TYPE.

4. Matter (other than multiple-bar matter, headlines, display lines or body matter in advertisements) of 13 ems measure and under composed in 10-point type shall be charged one farthing extra per thousand ens; all types above 10-point in size shall be charged three farthings extra per thousand ens.

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HEADLINES AND DISPLAY LINES.

5. (a) Headlines to articles when set by the piecework machine compositor shall be charged according to the depth and multiplier of the type used in the article to which they belong, with one-third extra for types up to and including 14-point.

(b) Display lines in advertisements larger than body type when set by the piecework machine compositor shall be charged in accordance with clause 2 (b) hereof, with one-third extra for all types up to and including 14-point.

LEAVING MACHINE.

6. When a machine compositor has to leave his machine to work on another machine in connexion with his "take," he shall be entitled to charge twelve lines of body matter of the "take" in addition to the value of the matter set.

BORDERED MATTER.

7. Matter having a machine set border attached to the slug, whether such border is formed of rules, letters, or otherwise, shall be paid for at double rate.

DIALECTS, ETC.

8. Matter set in dialectic English or in illiterate spelling, where such matter is of four lines or more, or where the dialectic English or illiterate spelling is recurrent through the matter, shall be paid for at rate and a half. An unintentional error in spelling is not illiterate spelling within the meaning of this clause.

FOREIGN LANGUAGES.

9. Matter set in any language other than English shall be paid for at double rate.

"TAKE" OF COPY.

10. Twelve lines of 13 ems measure or their equivalent shall constitute a machine "take" of copy. Provided that the matter given out at any one time, whether referring to the same or different articles shall constitute one "take," and provided further that during the last fifteen minutes of the work done by the machine compositor when finishing prior to the last forme leaving the composing room, the "take" may be reduced to six lines.

TOP AND BOTTOM RULES.

11. The top and bottom rules of tables shall be paid for as distinct lines when set or required to be inserted by the machine compositor, but cross rules in the body of a table when set or required to be inserted by the machine compositor are to be reckoned in the depth.

INTRODUCTORY LINES IN TABULAR MATTER.

12. Introductory lines or footnotes or lines between tabular matter in any case not exceeding six lines shall be paid for as part of the table.

COLUMN OR TABULAR MATTER.

13. Column or tabular matter cast on one bar shall be charged: Two columns (two justifications or arrangements), rate and a third; three columns, rate and a half; four or more columns, double rate. The above rates shall be paid whether the matter is with or without headings or rules. Where there are more than four columns, the machine compositor shall have the option to set the matter at a time rate to be calculated on the weekly machine compositor's rate, with the addition of 12½ per cent.

HEADINGS.

14. Column or tabular matter with headings in smaller type than the body shall be cast-up at the value of each body.

RUN-OUT LISTS, ETC.

15. Matter consisting of subscribers' names with the sums of money run out to the end of the lines, names of horses with "st." and "lb." run out, measurements of land with acres, roods and perches run out, and similar matter, shall carry no extra charge, but where there are two columns of figures in the measure such matter shall be paid for at rate and a half; and where there are three columns of figures, at double rates. In other matter which requires to be cast-off to ascertain the proper widths of columns, or to be ranged, whether such matter consists of words or figures, each column and each group of ranged matter shall be considered a column, whether with or without rules or headings, and shall be paid for accordingly.

RUN-ON LISTS AND SIMILAR MATTER.

16. Run-on matter consisting of mixed figures and words, such as subscription lists, share lists, land sales, wool sales, show prize lists, cargo lists, mixed names and figures, tennis results, egg-laying competition results, pawnbrokers' advertisements, balance-sheets, University or other school lists (other than those which consist of figures), cricket scores, rifle scores, quoit scores, mining and market reports, racing weights, racing results and similar matter, and also passenger lists, shall be paid for at rate and a third, but lines not containing such run-on matter shall be charged plain. University and other school lists and examination results (consisting of figures), lottery results (consisting of figures) and other run-on figure matter (consisting of figures), shall be paid for at double rate.

LEADERED MATTER.

17. All leadered matter, if leaders are ranged, shall be paid for at rate and a third.

SMALL CAPITALS, ITALICS, OR SORTS.

18. (a) For small capitals, italics, clarendon or other faces and sorts of type not on the principal keyboard, but fed in by hand or (except in the cases provided for in sub-clauses (d) and (e) of this clause) fed in from an auxiliary keyboard, one line extra shall be allowed for each word of six letters or less and two lines extra for each word of more than six letters.

(b) Where single lines or intermittent words are set on the keyboard in such faces and sorts, one line extra shall be paid for each line containing such words, except small capitals, which shall be paid one line extra for each word.

(c) One line extra shall be allowed for every two (or fraction of two) two-line initial letters inserted by hand.

(d) One line extra shall be allowed for every three (or fraction of three) two-line initial letters set from an auxiliary keyboard.

(e) One line extra shall be allowed for every five (or fraction of five) two-line letters set from an auxiliary keyboard as display words.

(f) When double-letter matrices are used and matter is set on the upper tier or by the two-letter or leaf attachment for elevator head elevation, such matter (excluding head lines and display lines) up to 25 continuous lines shall be paid at rate and a half.

CORRECTIONS.

19. (a) Alterations from copy to the first proof shall be paid for at double rate. House marks or authors' proofs shall be paid for at double rate, but six lines shall be the minimum

charge where corrections to single proofs are requested and the machine compositor has not to leave his machine. New matter or additions to copy shall be paid for at the ordinary rate if exceeding twelve consecutive lines. The house shall be entitled to correct all authors' proofs or revise on time.

(b) A machine compositor shall have a reasonable opportunity to correct his own proofs. Should the exigencies of the work require it, proofs may be corrected on time at the discretion of the printer, and the house shall have the right to correct and deduct from the machine compositor the number of lines requiring correction. The machine compositor shall have the opportunity of seeing the proofs containing any corrections charged against him.

(c) When a reader is not employed on any shift or is employed for a part of a shift only, and proofs as a consequence are not available to a machine compositor for correction, the house shall correct such proofs and make no charge against the machine compositor.

(d) It shall be permissible for a machine compositor to arrange with another machine compositor for the correction of his proofs where such arrangement will not cause delay.

SLUGGING, ETC.

20. The insertion of all display or corrected slugs, cutting, fitting or whiting shall be done by the house.

WHITE LINES, ETC., INSERTED BY THE HOUSE.

21. (a) The machine compositor shall not be paid for white lines, leads, rules or other matter inserted by the house, except where the same are set or required by the house to be inserted as part of a "take."

(b) Matter set on a larger body than the face size shall be charged the face multiple and body size for number of lines.

MULTIPLE BAR MATTER TO BE LAID OUT BY HOUSE.

22. Where matter is set on two or more bars it shall be laid out by the house, but the machine compositor shall be responsible for any mistakes made by him.

EXTRA CHARGE FOR MULTIPLE BAR MATTER.

23. Matter requiring two bars to complete one measure (not being tabular matter) shall be paid for at rate and a third; three bars, rate and a half; four or more bars, double rate.

FULL LINES.

24. Each line cast by the machine shall be paid for as a full line of the width of the standard column of the paper concerned, provided that each line of wider measure than such standard width shall be charged as a full line of the measure to which the vice-jaw is set.

COPY TOO BIG FOR TRAY.

25. All matter set from copy (including books) that will not go on or cannot be folded or arranged to suit the copy tray shall be paid for at rate and one-third.

BAD OR INDISTINCT COPY.

26. Bad or indistinct copy classed as such by the printer and the Father of the Chapel, or copy written with an indelible pencil, or matter having to be transposed by the machine compositor (that is, matter which is not to be set up in the order in which it appears in the copy), shall be paid for at rate and one-third.

CONTRACTIONS—EXTRA CHARGE.

27. Where the machine compositor has to make contractions, he shall be paid rate and a half for each line affected. This provision does not apply to ordinary recognized contractions such as "st." for street, "rd." for road, "Co." for company, "Ltd." for limited, "lb." for pound, "oz." for ounces &c. No extra charge shall be made where occasional contractions appear in the copy and are required to be followed by the machine compositor.

DEFECTIVE MACHINES.

28. The correction of errors resulting from the defective working of the machine, and sunken letters, shall be paid for at double rates, provided that where a mechanic is employed on the shift or some responsible person is present, his attention is called to the defect, and he has failed to remedy the matter, but a machine compositor shall be entitled to this charge for all matter set up to the time when the defect was or should reasonably have been observed by him.

LOWER MAGAZINE.

29. The piecework rate for machine composition from any lower magazine from which the matrices assemble down a chute (as in the Mergenthaler Model No. 4), shall be such as may be agreed upon between the printer and the Father of the Chapel in the establishment concerned; and in default of such agreement the machine compositor may, at his option work such machine at the time rate for machine compositors.

TIME WORK.

30. A machine compositor who may be temporarily required to do hand work shall be paid therefor not less than the time rate for a machine compositor.

WAITING TIME.

31. All stoppages of five minutes or more at any one time shall be charged as waiting time, and be paid for at the time rate for a machine compositor, provided that such stoppages have not been caused by the fault of the machine compositor.

CHANGING MAGAZINES.

32. The machine compositor shall be entitled to charge—

- (a) Each time he has to remove the mould from the machine and replace it by another, or insert a fresh mould, or change the measure of the mould, 4d.
- (b) Each time he changes the magazine of a machine where such change is not accomplished by the manipulation of handle or lever, 4d.
- (c) Each time he changes and returns the magazine of a multi-magazine machine or a machine of similar design where such change and return of the magazine are made by the manipulation of a handle or lever, 1d.
- (d) Each time he empties or refills a magazine, 9d.
- (e) Each time he empties and refills a magazine, 1s. 3d.

The machine compositor shall be entitled to make any of the foregoing charges where the work is done by a mechanic while the machine compositor is waiting or assisting.

SUPPLIED MATTER.

33. Linotype composition supplied to a newspaper office, whether supplied in the form of type, slug, stereotypes, electrotypes or fongs, shall be charged by the piecework machine compositors at the prescribed piecework rates for such class of composition, excepting linotype composition for advertisements supplied to a daily newspaper office, from any office outside the area in which this determination operates.

LONG MEASURE.

34. Slugs of 26 ems pica measure and over set in 6-point or smaller type shall be paid 3d. per 1,000 ems in addition to the rate.

ALTERATIONS IN STANDING ADVERTISEMENTS.

35. Alterations made in standing advertisements shall be charged as "house marks," provided that more than six consecutive lines shall be charged plain with a minimum charge of twelve lines.

INSTRUCTIONS.

36. Instructions shall be given to the machine compositor with the first "take" of copy of each article.

CATCHLINES.

37. All catchlines shall be charged for by the machine compositor when set by him.

FULL FOUNT OF MATRICES.

38. Each machine shall be provided with at least 25 spacebands and such a fount of matrices as will enable the machine compositor to do his work without delay.

REPEAT LINES OF EXTRA CHARGE MATTER.

39. The fifth and subsequent repeat lines of extra charge matter shall be charged plain and repeated by re-casting.

CUMULATIVE CHARGES.

40. Each extra charge under this schedule shall be computed independently of any other charge which the same matter may carry, and on the basis of the same being plain matter. In no case shall extra charges accumulate beyond the plain rate plus rate and one-half.

ATTENDING AND ADJUSTING.

41. On any shift a machine compositor on piecework attending or adjusting one machine shall be paid 10s. per week extra, and for two or more machines 20s. per week extra. If the 10s. per week be not paid to a pieceworker, all mechanical troubles shall be rectified for him without delay, and he shall be paid for all time he is kept waiting at the time rate for a machine compositor.

TABLES OF MULTIPLIERS.

Measure— Pica Emms.	Pica or 5-pt.	Agate or 5½-pt.	Nonpareil or 6-pt.	Minion or 7-pt.	Brevier or 8-pt.	Bourgeois or 9-pt.	Long Primer or 10-pt.	Small Pica or 11-pt.	Pica or 12-pt.	English or 14-pt.
6	40	40	40	40	40	40	40	40	40	40
7	40	40	40	40	40	40	40	40	40	40
8	40	40	40	40	40	40	40	40	40	40
9	43	40	40	40	40	40	40	40	40	40
10	48	44	40	40	40	40	40	40	40	40
11	53	48	44	40	40	40	40	40	40	40
12	58	52	48	41	40	40	40	40	40	40
13	62	57	52	45	40	40	40	40	40	40
14	67	61	56	48	42	40	40	40	40	40
15	72	65	60	51	45	40	40	40	40	40
16	77	70	64	55	48	43	40	40	40	40
17	82	74	68	58	51	45	41	40	40	40
18	86	79	72	62	54	48	43	40	40	40
19	91	83	76	65	57	51	46	41	40	40
20	96	87	80	69	60	53	48	44	40	40
21	101	92	84	72	63	56	50	46	42	40
22	106	96	88	75	66	59	53	48	44	40
23	110	100	92	79	69	61	55	50	46	40
24	115	105	96	82	72	64	58	52	48	41
25	120	109	100	86	75	67	60	55	50	43
26	125	113	104	89	78	69	62	57	52	45
27	130	118	108	93	81	72	65	59	54	46
28	134	122	112	96	84	75	67	61	56	48
29	139	127	116	99	87	77	70	63	58	50
30	144	131	120	103	90	80	72	65	60	51

W. W. HARRIS, Chairman.

J. B. DEWAN, Secretary.

Melbourne, 7th December, 1937.

