



VICTORIA GOVERNMENT GAZETTE.

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No. 199]

FRIDAY, JUNE 23.

[1939

Factories and Shops Acts.

DETERMINATION OF THE GENERAL BOARD.

(Lampshade Section.)

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

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

I, FRANCIS ANTHONY MARZORINI, in pursuance of the powers contained in the *Factories and Shops Acts* and in consequence of the provisions contained in a determination made on the 17th December, 1938, by the General Board, and published in the *Government Gazette* on the 9th January, 1939, hereby issue an adjusted determination showing the adjusted wages rates to be paid, as from the beginning of the first pay period to commence in June, 1939, to any person or persons or classes of persons employed in manufacturing or preparing—

(a) Silk or parchment lampshades.

(b) Lampshades of all types other than those made of silk, parchment, glass, metal, porcelain, earthenware, synthetic resin casein, or other substance of a nature similar to synthetic resin or casein.

(1)

WAGES PER WEEK OF 44 HOURS.

(a) IMPROVERS.				(b) OTHER EMPLOYEES.			
Males.		Females.		Males.		Females.	
	s. d.		s. d.		s. d.		s. d.
1st year's experience	.. 16 0	1st six months' experience	.. 13 6	Persons engaged in cutting out material	Persons engaged in sketching, painting
2nd " "	.. 22 9	2nd " " "	.. 16 6	for parts of lampshades 83 0	or decorating by freehand or stencils	.. 51 6
3rd " "	.. 31 3	3rd " " "	.. 19 9	All others 81 0		
4th " "	.. 42 6	4th " " "	.. 23 0				
5th " "	.. 54 0	5th " " "	.. 26 3				
6th " "	.. 62 6	6th " " "	.. 29 6				
7th " "	.. 66 6	7th " " "	.. 32 9				
		8th " " "	.. 37 0				
And thereafter the minimum wage.							
PROPORTION.							
Two male improvers to the first male person receiving not less than the minimum wage, and thereafter one additional male improver to each additional male person receiving not less than the minimum wage.							
Three female improvers to each female person receiving not less than the minimum wage.							

(2) **PROHIBITION OF EMPLOYMENT.**—The Board determines that no person shall be employed as an apprentice.

(3) **WEEKLY HOURS.**—That the number of hours to constitute an ordinary week's work shall be 44.

(4) **TIMES OF BEGINNING AND ENDING WORK.**—That the times of beginning and ending work shall be:—

Time of Beginning (not earlier than).					Time of Ending (not later than).	
7.30 a.m.	12 noon	on Saturday.
7.30 a.m.	5 p.m.	on the other working days of the week.

(5) **OVERTIME.**—That all time worked—

(a) Outside the times of beginning and ending work prescribed in clause (4); or

(b) Within such prescribed times, but in excess of 44 hours in any one week—

shall be paid for at the rate of time and a half for the first four hours' work, and double time thereafter. Provided that, in computing overtime, each day's work shall stand alone.

(6) **HOLIDAYS AND SUNDAY WORK.**—That employees shall be entitled to the following public holidays without deduction of pay:—New Year's Day, Australia Day, Good Friday, Easter Monday, King's Birthday, Labour Day, Anzac Day, Christmas Day, and Boxing Day, or such other day as is generally observed in the locality as a substitute for any of the said days respectively.

Work done on Sunday or on any of the above-mentioned holidays shall be paid for at the rate of double time.

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

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

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

(8) **REST PERIOD FOR FEMALES.**—(a) That females engaged in sketching, painting, or decorating by freehand or stencils, shall be allowed, during each morning and afternoon, an interval of ten minutes for rest after two hours' work, such interval to count as part of time worked.

(b) That females engaged in any work not specified in the foregoing sub-clause, where the spell of duty exceeds four hours shall be allowed an interval of ten minutes in the third hour for rest, such interval to count as part of time worked.

F. A. MARZORINI,
Secretary for Labour.

Melbourne, 31st May, 1939.



VICTORIA GOVERNMENT GAZETTE.

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No. 200]

FRIDAY, JUNE 23.

[1939

Factories and Shops Acts.

DETERMINATION OF THE GENERAL BOARD.

(Vinegar and Yeast Section.)

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

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

I, FRANCIS ANTHONY MARZORINI, in pursuance of the powers contained in the *Factories and Shops Acts* and in consequence of the provisions contained in a determination made on the 16th September, 1938, by the General Board, and published in the *Government Gazette* on the 6th October, 1938, hereby issue an adjusted determination showing the adjusted wages rates to be paid as from the beginning of the first pay period to commence in June, 1939, to any person or persons or classes of persons employed in manufacturing or preparing vinegar and yeast.

(1) WAGES PER WEEK OF 44 HOURS.

(a) IMPROVERS.				(b) ADULTS.			
Males.		Females.		Males.		Females.	
	s. d.		s. d.		s. d.		s. d.
Under 17 years of age	.. 29 3	Under 17 years of age	.. 28 9	Leading hand, namely an			
17 years of age	.. 35 6	17 years of age	.. 31 6	employee who, with the			
18 " "	.. 46 9	18 " "	.. 35 0	authority of his employer,			
19 " "	.. 58 9	19 " "	.. 39 0	exercises supervision over			
20 " "	.. 64 6	20 " "	.. 41 3	the work of any other			
				employee or employees	.. 85 0		
				Man engaged in cleaning			
				vinegar generator	.. *81 0		
				*Together with an additional			
				7s. 6d. for each generator			
				cleaned.			
				All others 81 0		
				Females.			
				All adults 43 6		

and thereafter the rate prescribed for adults.

PROPORTION (in any place).

One male improver to every three or fraction of three male persons receiving not less than the minimum rate prescribed for male adults.

One female improver to every three or fraction of three female persons receiving not less than the minimum rate prescribed for female adults.

(2) PROHIBITION OF EMPLOYMENT.—The Board determines that no person shall be employed as an apprentice.

(3) WEEKLY HOURS.—That the number of hours to constitute an ordinary week's work shall be 44.

(4) TIMES OF BEGINNING AND ENDING WORK.—That the times of beginning and ending work shall be:—

Time of Beginning (not earlier than).		Time of Ending (not later than).	
6 a.m.	12 noon	on Saturday (not more than four hours to be worked daily).
6 a.m.	6 p.m.	on the other working days of the week (not more than eight hours to be worked on any day).

(5) OVERTIME AND TEA MONEY.—That all time worked—

(a) Outside the times of beginning and ending work prescribed in clause (4); or

(b) Within such prescribed times, but in excess of 44 hours in any one week—

shall be paid for at the rate of time and a half.

Employees who are required on any day to work overtime extending beyond 5.45 p.m. on Monday to Friday inclusive, or 12.45 p.m. on Saturday, shall be paid 1s. 6d. tea money, unless on the previous day before ceasing work they shall have been notified of the intention to work such overtime. Where such notice shall have been given, and any new circumstances arise, the employer shall, except on Saturday, be entitled before 12 noon on the day appointed for such overtime to cancel such notice, and in that case the employee shall not be entitled to tea money.

(6) HOLIDAYS AND SUNDAY WORK.—That employees shall be entitled to the following public holidays without deduction of pay:—New Year's Day, Australia Day, Good Friday, Easter Monday, King's Birthday, Labour Day, Anzac Day, Christmas Day, Boxing Day, and Melbourne Cup Day, or such other day as is generally observed in the locality as a substitute for any of the said days respectively.

Work done on any of the above-mentioned holidays shall be paid for at the rate of double time; if done on Sunday, at the rate of time and a half.

No. 200.—6826/39.

(7) CASUAL EMPLOYEES.—A casual employee shall mean and be deemed to be any employee engaged for a less period than 44 hours per week. All casual employees in compress yeast factories and vinegar works shall be paid one-tenth per day in addition to wages otherwise proscribed herein.

(8) TERMS OF EMPLOYMENT.—All employees shall be engaged by the week, and shall be paid weekly. A week's notice shall be given by the employer or employee to determine employment, or, in lieu of such notice, a week's wages shall be paid. Such notice shall be given at the end of a working week. All time of absence from work shall be deducted from the employee's wages, except absence on the holidays hereinbefore mentioned and except absence without deduction of pay in accordance with the following provision:—

Where an employee becomes disabled by sickness of himself, proof of which is given to the employer by medical certificate or other satisfactory evidence within twenty-four hours of the beginning of the employee's consequential absence, he shall on account thereof be entitled without deduction of pay to absent himself from work for one day in each quarter or for a proportionate aggregate in a longer period, but not exceeding one of four days in any year of the employment.

(9) SHOWERS.—Adequate hot and cold showers shall be provided by each employer for his employees.

(10) ANNUAL LEAVE OF ABSENCE.—Each employee on completion of twelve months' service shall be granted six days' leave of absence, on full pay. A pro rata leave of absence shall be granted to all employees who have worked six months or over.

(11) WATERPROOF CLOTHING AND CLOGS.—Where an employee is called upon to work in or with water, he shall be provided with waterproof clothing, apron, and clogs free during the time he shall be called upon to perform such duties.

Melbourne, 31st May, 1939.

F. A. MARZORINI,
Secretary for Labour.



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No. 201]

FRIDAY, JUNE 23.

[1939

Factories and Shops Acts.

DETERMINATION OF THE LEATHER-GOODS BOARD

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

IN accordance with the provisions of the Factories and Shops Acts the Wages Board appointed to "determine the lowest prices or rates which may be paid to any persons employed in the trade of manufacturing—

(a) Articles made of leather or a substitute for leather, such as—

Bags, braces, cases, cricket balls, pads, or other sporting goods, garters, pocketbook covers, portmanteaux, purses, trunks, wallets;

(b) Machine belting;

(c) Any other kind of leather goods—

but not including persons subject to the jurisdiction of the Boot Board, the Rubber Trade Board, or the Saddlery and Harness Board," has made the following Determination, namely:—

(1) That as from the beginning of the first pay period to commence in June, 1939, the last previous Determination of the Board shall be revoked and replaced by this Determination.

(2)

Apprentices or Improvers.				Juvenile Female Workers.		Other Employees.		
	MALES.		FEMALES.			WAGES.	Per Hour.	Per Week of 44 Hours.
	Wages per Week of 44 Hours.							
	Apprentices.	Improvers.						
	s. d.	s. d.	s. d.					
1st year—				Females (other than apprentices or improvers) engaged in tying-off, or snipping ends of cotton, or cutting webs to lengths, or sorting, or eyeletting, or putting on ends, or counting, or tying up, or preparing sample cards, or turning or rubbing out gloves:—		(a) Male journeymen engaged in the manufacture, cutting, machining or repairing of machine belting	2 14	95 0
1st six months	14 0	14 0	14 0			(b) Male journeymen engaged in the manufacture, cutting, clicking, machining or repairing of bags, trunks, leather, fibre, veneer, vulcanite or canvas cases, leather and canvas sporting goods, and all other fancy leather work	2 3 4	101
2nd six months	18 6	18 6	18 6			FEMALES.		
2nd year—						(a) Wholly or partly making—gladstone bags (except lining out or making doors or handles), kit or bulge bags (except handles) and leather cases exceeding 12 inches in length (except music cases), bullion bags, trunks (except lining out trunks other than leather), hat boxes, cameras, musical instrument, canvas and leather suit cases	2 3 4	101 0
1st six months	22 0	22 0	22 0			(b) Hand stitching cricket, punching, medicine or footballs, or pigskin leggings	2 3 4	101 0
2nd six months	26 3	26 3	26 3			(c) Stiffening any article enumerated in (a) above and (g) below over 12 inches in length	2 3 4	101 0
3rd year—						(d) Framing up or rivetting by hand or machine ladies' hand bags, purses or wallets, or making fibre cases over 12 inches, or making framed cases of any size	2 3 4	101 0
1st six months	29 9	29 9	29 9					
2nd six months	33 6	33 6	33 6					
4th year—								
1st six months	37 6	37 6	37 6		WAGES.	Per Week of 44 Hours.		
2nd six months	41 0	41 0	41 0		s. d.			
5th year—				1st year—				
1st six months	44 3	44 3		1st six months	14 0			
2nd six months	48 3	48 3		2nd six months	16 3			
6th year—				2nd year—				
1st six months	60 6	60 6		1st six months	18 6			
2nd six months	69 6	69 6		2nd six months	21 3			
7th year—				3rd year—				
1st six months	78 6	78 6		1st six months	25 9			
2nd six months	87 6	87 6		2nd six months	28 6			
				4th year—				
				1st six months	33 0			
				2nd six months	38 0			
				And thereafter	45 7			

Apprentices and Improvers.				Other Employees.			
PROPORTION (IN ANY PLACE).							
MALES.							
Apprentices and Improvers.							
The proportion of male apprentices and/or improvers that may be employed to the number of adult males receiving not less than the minimum wage prescribed by this Determination shall be as follows:—							
Apprentices.		Improvers.	Adult Males.		Per Hour.	Per Week of 44 Hours.	
1	or	1	1	(e) Other machine rivetting and making unframed fibre cases 13 inches and under	s. d.	s. d.	
1	"	1	2	(f) Stitching closed edges and welting trunks and suit cases by machine	1 1 1/4	50 9	
2	"	1	3	(g) Fibre cases up to 28 inches in length (except rivetting), clamping on or nailing frames and stiffening	2 3 1/4	101 0	
2	"	2	4	(h) Machine sewing with unwaxed thread	1 1 1/4	50 9	
2	"	2	5	(i) Lining out or making doors and handles of gladstone bags, handles of kit or bulge bags, music cases, lining out trunks other than leather trunks	1 1 1/4	50 9	
3	and	2 or	6	(j) Adult females employed on other work in the following classes, viz., making purses, wallets, all classes of fancy leather turned edge work, mounting and creasing solid edge fancy leather work, adult female workers may be employed at a wage of 50s. 9d. per week of 44 hours, but there shall be in each workshop a proportion of one male adult and one male apprentice to every ten female workers.	1 1 1/4	50 9	
3	and/or	3	7		1 1 1/4	50 9	
4	"	3	8				
4	"	3	9				
5	"	4	10				
5	"	4	11				
6	"	4	12				
6	"	4	13				
7	"	4	13				
7	"	4	15				
8	"	5	16				
8	"	5	17				
9	"	5	18				
9	"	5	19				
10	"	6	20				
10	"	6	21				
11	"	6	22				
11	"	6	23				
12	"	7	24				

And thereafter one additional male apprentice to every two additional adult males, and/or one additional improver to every five additional adult males.

The number of female apprentices and female improvers shall be in the proportion of two female apprentices or female improvers to one female worker earning not less than 50s. 9d. per week.

(3) HOURS.—The weekly hours of employees shall be 44 hours for males and females to be worked in 5 days of 8 hours and one day (Saturday) of 4 hours or 5 days of 8 hours 48 minutes each, continuously except for meal breaks.

The regular hours of work shall be not earlier than 7 a.m. and not later than 6 p.m. on five days of the week and not earlier than 7 a.m. and not later than 1 p.m. on Saturday or other day on which a half-holiday is kept. Provided that not more than 8 hours 48 minutes (except as provided in clause 4 hereof) shall be worked in any one day in each week.

(4) PAYMENT FOR OVERTIME, SUNDAYS, AND HOLIDAYS.—(a) All time worked on any day before or after the regular working hours shall be paid for at not less than the rate of time and a quarter for the first three hours and double time thereafter.

(b) All work done on Sundays and holidays shall be paid for at the rate of not less than double time.

(c) Piece-workers employed before or after the regular working hours shall be paid for the first three hours one-fourth of hourly rates and thereafter full hourly rates in addition to piece-work rates.

(5) HOLIDAYS.—Employees shall be entitled to the following holidays without pay when no work is done:—The days observed as New Year's Day, Australia Day, Good Friday, Easter Monday, King's Birthday, Christmas Day, Boxing Day, Labour Day (in the metropolis and in any city or town where there is a public celebration of Eight Hours Day), Union Picnic Day once in each year (in the metropolis and in any town or city where such picnic is held) provided that the secretary or branch secretary of the Australian Saddlery Leather Sail Canvas Tanning Leather Dressing and Allied Workers Trades Employees Federation shall give written or printed notice of the intention to hold the picnic, such notice to be sent by pre-paid letter to each employer bound to observe the holiday not less than four weeks nor more than six weeks prior to the date on which the picnic is to be held.

(6) PAY DAY.—The employer shall pay the employees all moneys due at least once in each week, before knock-off time, and not later than Friday in each week. Any employee dismissed by his employer and who has worked only a portion of a week shall be paid on ceasing work for all time worked during that week.

(7) WAITING TIME.—Any employee kept waiting for work more than half an hour in any one day shall be paid for the whole of the time such employee is kept waiting on that day at not less than a sum equal to his or her average earnings.

(8) DEFINITION OF A MALE JOURNEYMAN.—A male journeyman shall mean an employee twenty-one years of age or over, or one who has worked five years or more in connexion with the manufacture of—

(a) Articles made of leather or a substitute for leather, such as—

Bags, braces, cases, cricket balls, pads, or other sporting goods, garters, pocketbook covers, portmanteaux, purses, trunks, wallets;

(b) Machine belting;

(c) Any other kind of leather goods—

but not including persons subject to the jurisdiction of the Boot Board, the Rubber Trade Board, or the Saddlery and Harness Board. Provided that the rates prescribed for improvers in their sixth and seventh years shall operate until the apprentice or improver has reached the age of twenty-one years.

(9) LIMITATION OF EMPLOYER'S LIABILITY.—Where an employer subject to this Determination has made a payment to an employee bound by this Determination which payment purports to be a payment of the wages payable to the employee for any period, such employer shall not be liable to pay to the employee any further sums prescribed by this Determination in respect of any services rendered to such employer during such period unless within a period of nine calendar months after the last day of such period a demand in writing of such further sum claimed has been given to the employer by the employee or some person on his behalf or by the local representative of the Employees Federation.

(10) EMPLOYER TO FIND WORKSHOP, ETC.—The employer shall find workshops, light, bench room and supply all materials used in connexion with the trade free of charge to the employees.

(11) CONDITIONS GOVERNING PIECE-WORK.—The lowest prices or rates of payment to any person for wholly or partially preparing or manufacturing any article of the description referred to in the following schedules of rates respectively shall be the price or rate fixed for the article in the said schedules respectively, subject to such extras or deductions as are provided by the said schedules.

Work shall be taken as completed after passing the inspection of the employer or whoever he may appoint.

Material for workmen in the bag and leather goods trade shall be cut out. A deduction may be made if the material is cut out.

Material given out shall be cut to length required.

Machine sewing shall be done for the workman and preparing for same shall be done by the workman.

When length is specified, increase or deduction in quantity of stitching, or stitching or finishing shall be according to scales adopted by the Determination.

Materials, such as hemp, wax, jet, tallow, &c., shall be found for workmen free of charge by the employer.

"Full price" shall mean the price fixed for an article without extras or deductions.

"Extra" or "extras" shall mean any work (not specified in the general description of an article) the price of which is to be added to the full price.

"Deduction" or "deductions" shall mean any work the price of which can be deducted from the full price fixed for an article.

Where a lower price is stated for a specified quantity the materials for the whole number specified shall be given out at one time and the full number shall be finished in one lot or the full single price shall be paid for each article.

Full-time employees shall not engage in trade work for other than their regular employer.

The Board determines, under the provisions of sub-sections (1) and (2) of section 150 of the Factories and Shops Acts that for all work not specified in the Schedule of piece-work rates hereto any employer may fix and pay piece-work rates to any male or female person employed at any work for which the Board has fixed a minimum wage, provided that such an employer shall base such piece-work prices or rates on the earnings of an average worker working under like conditions, and such piece-work prices or rates shall be fixed so that an average worker can earn not less than the wages rate fixed by the Board for such work.

PIECE-WORK SCHEDULE.

SOLID LEATHER PORTMANTEAUX—CUTTING OUT AND MAKING.

Expanding top, solid leather portmanteaux

Turnover edge, 1s. 4d.

per inch. Square

edge, 1s. per inch.

Deductions.

Turnover Edge.

Square Edge.

Per Handle.

Per Handle.

5d.

5d.

Stitching handles five to inch

Per Portmanteau.

Per Portmanteau.

4s. 1d.

4s. 1d.

Stitching staff and ends (3 rows) four to inch

Cutting and pointing strapping, including lock flap, corners,

hinge, and handles

2s. 2d.

1s. 8½d.

Stitching hinge

7d.

7d.

Lining

9½d.

9½d.

Stitching turnover on flat four to inch

9½d.

9½d.

TRUNKS—MAKING.

(Unless otherwise provided, all materials to be cut by workman.)

No. 1.—Overland.

Staff and ends stitched four to inch, one row in front, strapping stitched five to inch, two loops with clamps, short straps, buckle pieces, lock flap strap, and buckle-piece, battens or ledges on bottom, two flat handles stitched four to inch, three rows clamps on top, leather on battens, three rivets in battens and one in strap, welting stitched two and a half to inch, bar binding two to inch plain tray, leather hinge stitched four to inch—

36 inches long, up to 18 inches wide, 14 inches deep

19s. per trunk.

36 inches long, over 18 but not over 21 inches wide, 14 inches deep

20s. 5d.

Extras.

Cutting and putting leather on ends of bound battens, riveting same, and sewing same in with welting

7d. per batten.

“ “ preparing and putting two leather corners on top and four on bottom with bifurcated rivets or clamps and sewn in with welting

1s. 8½d. per trunk.

“ “ putting two leather corners on top and four on bottom with bifurcated rivets or clamps (stitched)

3s. 11½d.

“ “ stitching corners, if put on without bifurcated rivets or clamps

3s. 7½d.

“ “ putting four leather corners on bottom ends with clamps or bifurcated rivets

9½d.

“ “ putting four leather corners on bottom ends with clamps or bifurcated rivets (stitched)

1s. 5½d.

“ “ stitching four leather corners on bottom ends four to inch, if put on without bifurcated rivets or clamps

1s. 2d.

If straw or fibre boards spliced

9½d.

Stiffening out

7d.

Boring battens by hand

5d.

Deductions.

Welting

2s. 7½d. per trunk.

Stitching handles

8d.

“ staff and ends

1s. 1d.

“ hinge (1 row)

8d.

Making tray complete

9½d.

Lining trunk complete

9½d.

Cutting out strapping and welting

9½d.

No. 2.—Dropback Overland Trunk.

(Up to 36 inches long, 21 inches wide, 14 inches deep.)

Made of canvas or cloth, staff and ends stitched two rows, two front straps, two long straps, 4 loops on top, buckle-pieces, lock flap strap and buckle-piece, stitching staff ends handles and back-piece four to inch, plain tray, battens or ledges on bottom, three rows of four clamps to each row on top, bar binding two to inch, eight corners put on with clamps or bifurcated rivets—

Welted two and a half to inch

26s. 1d. per trunk.

Pull-over edge stitched four to inch

30s. 3d.

Extras.

Battens on top, bound ends sewn in with welting (four rivets)

7d. per batten.

Stitching on corners

1s. 8½d. per trunk.

Preparing and stitching on corners on bottom ends four to inch

9½d.

“ putting corners on bottom ends with clamps or bifurcated rivets

7d.

Hoop iron in staff

8d.

Three rows of hoop iron in top with four clamps or rivets in each row

8d.

Deductions same as No. 1 Trunk.

With 5 per cent. added.

No. 3.—Square or Weltd Edge Solid Leather Overland Trunk.

Made of strap leather, hinged from frame, lock flap strap and buckle-piece, two long or short straps, up to six loops, two handles, stitching four to inch welting two and a half to inch, one row in staff, plain tray, battens or ledges on bottom

Up to 27 inches in length, up to 17 inches wide, up to 11½ inches deep	20s. 9d. per trunk
Over 27 inches and under 30 inches in length, up to 18 inches wide, up to 14 inches deep	22s. 6d. „
From 30 inches to 36 inches in length, up to 21 inches wide, up to 14 inches deep	24s. 6d. „

Extras and deductions same as No. 1 Trunk.

No. 4.—Weltd Edge Solid Leather Overland Trunk, Dropback Lid.

(Up to 36 inches long, 21 inches wide, 14 inches deep.)

Made of strap leather, two rows of stitching in staff, two long or short straps, up to six loops, three handles, lock flap strap and buckle-piece, three rows of clamps through hoop iron in top, plain tray, battens or ledges, eight turnover edge corners put on with clamps or bifurcated rivets, stitching four to inch, welting two and a half to inch

33s. 2½d. per trunk.

Deductions.

Welting	2s. 7½d. per trunk
Stitching handles	1s. 1d. „
„ staff	3s. 0½d. „
Making tray complete	1s. 3d. „
Lining trunk	9d. „
Cutting strapping complete	2s. 0½d. „
Stitching hinge (1 row)	7d. „

No. 5.—Dropback Turnover or Wide Welt Riveted Solid Leather Trunk.

One frame, two rows stitching, iron in staff, two short straps, loops, lock flap strap and buckle-piece, handle in front, handle each end, wood or iron ledges riveted, eight corners, stitching five and a half to inch, bar binding three to inch, turnover four and a half to inch, plain tray, two long straps with four loops, no creasing

40s. 6d. per trunk.

Deductions.

Cutting and making strapping complete	3s. 0½d. per trunk
Stitching staff and ends	2s. 11½d. „
„ handles	1s. 4d. „
Making tray complete	9½d. „
Lining trunk complete	9½d. „
Stitching turnover on flat	1s. 8½d. „
„ hinge (1 row)	7d. „

No. 6.—Turnover Edge Solid Leather Trunk.

(Up to 36 inches long, 21 inches wide, 14 inches deep.)

Two frames riveted, two short straps, loops, lock flap strap and buckle-piece, iron ledges, handle in front, handle each end, trunk creased, eight corners riveted, plain tray, stitching five and a half to inch, bar binding three to inch, turnover four and a half to inch, staff stitched three rows, iron in staff

50s. 6d. per trunk.

Deductions.

Cutting and making strapping complete	3s. 0½d. per trunk
Stitching staff and ends	4s. 3½d. „
„ handles	1s. 4d. „
Making tray complete	9½d. „
Lining trunk complete	9½d. „
Stitching turnover on flat	1s. 8½d. „
„ hinge (1 row)	7d. „

No. 7.—Imperial, Compressed Cane, or Fibre Trunk.

(All material to be cut by workman.)

Covering, sizing, painting two coats, varnishing, two frames, welting three to inch, two locks, one bolt, two handles, four bands, thirty nails in each band riveted with washers, protectors on bands, two trays, movable divisions, four bumpers, padded top with braid, two back stays—

Length.	Width.	Depth.	
Up to 36 inches	22 inches	22 inches	47s. 10d. per trunk.
„ „	„	(not painted)	45s. 4d. „

(Outside measurement.)

Deduction.

Welting	4s. 9d. per trunk.
Stitching handles	7d. „
Painting two coats, varnishing one coat (when finished)	2s. 7½d. „

With 5 per cent. added.

No. 8.—Compressed Cane or Fibre Cabin Trunk.

(All material to be cut by workman.)

Covering, sizing, and painting two coats, varnishing, two frames, welting three to inch, two locks, one bolt, two handles, four bands, twenty-six nails on each band riveted with washers, protectors on bands, one tray, movable divisions, padded top with braid, four bumpers, two back stays—

Length.	Width.	Depth.	
Up to 36 inches	21 inches	15 inches	33s. 4d. per trunk.

(Outside measurement.)

Deduction.

Welting	3s. 7½d. per trunk.
Stitching handles	7d. "
Painting two coats, varnishing one coat (when finished)	2s. 7½d. "

No. 9.—Saratoga Trunk.

(Covering with leather, preparing for creasing, and creasing to be paid for at wages rates.)

Making flat top	1s. 4d. per trunk.
" bottom	1s. 4d. "
Covering (outside) with sheeting (to be painted)	9½d. "
" " " hessian	1s. 4d. "
" " " canvas (not to be painted)	1s. 4d. "
Sizing hessian	5d. "
" leather or sheeting	3d. "
Rubbing off	1½d. "
Painting trunk	5d. per coat.
" iron before being put on	5d. per trunk.
" " after	5d. "
Cutting and staining battens	7d. per dozen.
(Covering with leather, preparing for creasing and creasing to be paid for at wages rates.)				
Putting on all iron (except end iron) up to eleven battens, up to 14 nails in each batten, rollers, clamps, or corners and handles complete	3s. 11½d. per trunk.
Nailing on all iron (nails ½ inch apart to be clinched) iron to be bent for workman	2s. 2d. "
Making long scolloped handles ready for machine, and finishing	8d. "
" short handles ready for machine, and finishing	7d. "
" valance complete, putting on hinges, bolts and lock	1s. 4d. "
Lining with paper	8d. "
" before cloth lining	7d. "
" cloth (egg-shaped top)	1s. 5½d. "
" " (flat top)	1s. 1d. "
Finishing (including stays and tray rests)	5d. "
Varnishing and reblacking iron	5d. "
Cutting iron, by hand	8d. "
" guillotine	2d. "
Blacking four mitred battens and two cross battens and putting same on bottom	9½d. "
Rolling iron	1½d. "
Bending "	3d. "
Covering ends with canvas (inside)	3d. "
" top	3d. "
" hinges and joints	5d. "
Binding trunk with leather (nails ½ inch apart)	5s. 8d. "
Putting on four pairs of valance clamps (riveted) with shoulders	1s. 8½d. "
" " " (clinched) without shoulders	1s. 4d. "
" knees	9d. per dozen knees.
Putting dowels on ends or fronts (riveted)	9½d. per pr. of dowels.
Putting in four tray protectors	1½d. per trunk.
Making long straps	1s. 8½d. per pair of straps.
Making and putting loops on trunk for long straps	5d. per pair of loops.
Set up tray (three divisions).				
Making and lining with cloth and finishing complete	5s. 2d. per tray.
" " paper	4s. 5d. "
7-inch deep square tray (two divisions with lids).				
Making and lining with cloth and finishing complete	4s. 5d. "
" " paper	3s. 11½d. "
7-inch deep square tray (three divisions with lids).				
Making and lining with cloth and finishing complete	4s. 9d. "
" " paper	4s. 5d. "
Plain tray, 3½ inches deep.				
Making and lining	1s. 4d. "
If divisions with two lids, 8d. per tray extra.				
Two divisions on top of trunk—				
Lined with cloth	3s. 9d. per trunk.
" " paper	3s. 0½d. "
Pocket in top, with straps and buckles complete	1s. 8½d. "
Top padded and braided	9½d. "

With 5 per cent. added.

No. 9.—*Saratoga Trunk*—continued.*Extras.*

(If top and bottom are covered by different workmen.)

If covered with sheeting	{ top	5d. per trunk.
	{ bottom	7d. "
If covered with hessian	{ top	7d. "
	{ bottom	9½d. "
Covering—if hinges put on under covering material	5d. "
Extra batten on bottom	1½d. "
" nails in battens (other than ordinary trunk nails)	5d. "
" battens all around	5d. "
Boring battens by hand	5d. "
Putting on excelsior lock	3d. "
" iron in centre of ends	3d. "
Partitions in tray	5d. per partition, or 4s. 5d. per dozen	
" trunk	9½d. per partition.
Nailing iron under battens	3d per trunk.
Putting iron on bottom	9½d. "
" ends of battens	2s. 7½d. "
If hinges bolts and locks riveted with washers	9½d. "
Bevelling off trunk ready for covering	3d. "

No. 10.—*McKinley Trunk*.

Making woodwork with veneer pressed top	2s. 7½d. per trunk.
" " pieced top	3s. 9d. "
Covering with sheeting	9½d. "
" " hessian	1s. 4d. "
Painting	5d. per coat.
Blacking iron	5d per trunk.
Cutting and sizing battens	7d. per dozen.
Preparing handles for machine and finishing	8d. per trunk.
Nailing iron and clinching (nails ¾ inch apart)	2s. 3d. "
Nailing on battens, clamps, valance, and rollers, clinching nails, and riveting bolts, locks, hinges, and handles	5s. 2d. "
Four pairs valance clamps, nailed	1s. 4d. "
" " riveted	1s 8½d. "
Lining with paper before cloth lining	7d "
" cloth	1s. 5d. "
" paper	1s. 1d. "
Putting in tray rests, stays, and corner protectors	7d. "
Varnishing	7d. "
Cutting and mortising battens for trunk bound with leather—By hand	3s. 9d per doz. battens
" " By machine	1s. 8½d. "
Bevelling off trunk ready for covering	3d. per trunk.

No. 11.—*Cabin Saratoga Trunk (up to 36 inches by 21 inches, by 15 inches, outside measurements).*

(Covering with leather, preparing for creasing and creasing to be paid for at wages rates.)

Making woodwork	2s. 3d. per trunk.
Covering with sheeting	8d. "
" " hessian	1s. 1d. "
Painting two coats	8d. "
Blacking iron	3d. "
Cutting and staining battens	7d. per dozen.
Preparing two handles for machine and finishing	7d. per trunk.
Putting on edge-iron all around, centre bands, battens, valance, and all fittings, complete	3s. 11½d. "
Nailing iron (¾-inch apart)	9½d. "
Lining with cloth	1s. 1d. "
" " paper	7d. "
Finishing	5d. "
Varnishing and reblacking iron	7d. "
Blacking battens and putting same all around bottom (mitred corners) and two cross battens	9½d. "

Extra.

Covering—if hinges put on under covering material	5d. per trunk.
Boring battens by hand	5d. "
Bevelling off trunk ready for covering...	3d. "

No. 12.—*Cabin Trunk (Commonwealth Patent).*

(Not less than six at one time.)

Fixing three battens on bottom, one batten around, lock, lock strap, buckle pieces and handles	3s. 3½d. per trunk.
Lining trunks (bottom only) with paper and linen	1s. 1d. "

With 5 per cent. added.

Companions (Telescopic lid).

(Not less than twelve at one time.)

Putting on ledges and corner caps and punching them (riveting to be done for workman)	4s. 5d. per doz. case
Riveting on one dozen pairs of locks, straps, handles, ticket-holders	5s. 5½d. "

Ladies' Hat-box—Making.

Ladies' hat-box, canvas or cloth, two short straps and buckles or one long strap, flat handle, six clamps in bottom, up to three cones, welting two and a half to inch, wood frame, stitching front, ends and back piece four to inch—	
Up to 24" x 17" x 16"	12s. 3d. per hat-box.
" 24" x 24" x 24"	16s. 9d. "

Ladies' Hat-box—Making.

Two short straps and buckles or one long strap, handle on top, eight clamps in top and six in bottom, iron frame, welting two and a half to inch, stitching front ends and back piece four to inch—	
Canvas or cloth, ordinary style	13s. 0½d. per hat-box.
Fall-down front with three leather hinges	17s. 0d. "
" compressed cane, two wooden battens on bottom	26s. 10½d. "

Extra.

Putting in cones (if over three to hat box)	1½d. per cone.
If bar-bound	9½d. per hat-box.

Deductions.

Stitching front and ends	1s. 1d. per hat-box.
" handles	3d. per handle.
" hinge	5d. per hinge.
" bar binding in fall-down fronts	9½d. per hat-box.

Gents' Hat Boxes—Making.

Gents' Bucket shape Hat-box—Basil. (To hold one hat.)

Bottom closed four to inch, back stitched four to inch	9s. 6d. per hat-box.
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Extra.

Quilted lining	1s. 8½d. per hat-box.
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Deduction.

Stitching handle	2½d. per handle.
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Gents' Bucket shape Hat-box—Solid Leather. (To hold two hats.)

Handle with two buckles, straps on side, welting top and bottom, stitching four to inch on top, three to inch on bottom, one row stitching four to inch around top and bottom, straps front and back stitched four to inch, inside plain, top lined with satin for opera hat, bar binding round top	18s. 1½d. per hat-box.
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Extra.

Quilted lining	1s. 8½d. per hat-box.
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Deductions.

Stitching handle	2½d. per handle.
" bar binding	7d. per hat-box.

Gents' Bucket shape Hat-box—Solid Leather. (To hold one hat.)

Square edge, plain lining, stitching four to inch	13s. 6d. per hat-box.
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Extra.

Quilted lining	1s. 8½d. per hat-box.
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Gents' Square Hat-box—Solid Leather. (To hold three hats.)

Square edge, stitched four to inch, bag shape, handle on front, one lock, two short straps and buckles, top padded, two elastics. pod, padded swing rest	27s. 10½d. per hat-box.
Corners riveted	5d. per corner.

Extra.

Quilted lining	1s. 8½d. per hat-box.
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Deduction.

Stitching staff and ends	8d. per row.
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Gents' Square Hat-box—Canvas. (To hold three hats.)

Welting three to inch, handle on front, two short straps and buckles, hinge stitched four to inch, one lock, top lined for hat, drop-back lid, staff and ends stitched four to inch	20s. per hat-box.
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With 5 per cent. added.

<i>Deductions.</i>		
Stitching staff and ends	...	7d. per hat-box.
" handle	...	2½d. per handle.
" hinge	...	2½d. per hat-box.

HAT-BOXES.

(Not less than twelve at one time.)

Fixing one dozen locks on cases	...	1s. 8d. per dozen.
Finishing one dozen hat boxes, putting on ledges, corner caps, nailing hinges to body, two straps, two lid holders, hasp, two buckle-pieces and ticket-holder	...	1s. 8½d. "

LADIES' DRESS-BASKETS—MAKING.

(Unless otherwise specified all materials to be cut by workman.)

With corners stitched or riveted, strapping five to inch, two short straps and buckles, lock flap strap and buckle, two loops, two wood battens with rollers, leather handles, one tray, braid in top—

Welted, two and a half to inch, oval top, not exceeding 36 inches long, 26 inches deep, 22 inches wide	...	30s. 3d. each.
Welted, two and a half to inch, flat top, not exceeding 36 inches long, 14 inches deep, 21 inches wide	...	24s. 6d. "

Extra.

Leather pullover edge, stitched four to inch	...	5s. 2d. each.
Without corners, welting two to inch, strapping four to inch, two short straps and buckles, lock flap strap and buckle, two loops, two wood battens with rollers, leather handles, one tray, braid in top—	...	
Oval top, not exceeding 36 inches long, 26 inches deep, 22 inches wide	...	24s. 10d. "
Flat top	...	19s. "

Deductions (all Ladies' Dress-baskets).

Stitching staff and ends	...	9½d. per dress-basket.
" handles	...	7d. "
" corners	...	9½d. "

LADIES' SKIRT BASKETS—MAKING.

Flat or oval top, with corners, welted with hide two and a half to inch, solid leather slide handles; lock flap strap and buckle, two loops in front, staff and ends bound, one row stitching, two battens on bottom with rollers, braid in top, bar bound, lined with cloth, strapping staff and handles stitched four to inch, set of hooks and webs or tray, not exceeding 44 inches long, 24 inches wide, 14 inches deep...

24s. 6d. each.

SUIT CASES—MAKING.

(Unless otherwise specified all materials to be cut by workman.)

Canvas suit case, welted two and a half to inch, four corners riveted, two short straps and buckles stitched four to inch, handle on front, one lock, canvas turned over frame, bottom stitched two to inch, plain lining, four clamps in bottom and back, two clamps in handle, two back stays, hinge stitched four to inch, and riveted, drop-back lid, inside straps and buckles—

15 inches by 8 inches (not exceeding 28 inches long)	...	14s. 3½d. per suit case.
Hinged from frame 15 " 8 " " " " "	...	12s. 9½d. "
15 " 5 " " " " "	...	12s. 1½d. "

Extra.

Straps to go half-round case...	...	5d.
Solid leather suit case, square edge, two locks or one lock and two straps, stitching five to inch, handle on front, two clamps in handle, four clamps in bottom and back, staff and ends stitched 5 to inch, hoop iron in staff and ends, bar binding four to inch, linen lined, drop back lid, hinge stitched four to inch inside straps and buckles—	...	
15 inches by 8 inches	...	18s. 11d. per suit case.
15 " 5 " "	...	15s. 9d. "

Extras.

Cutting out, preparing and riveting corners (up to 10 rivets in each corner)—	...	
If work done by machine	...	2s. 7½d. per set of eight.
" " hand	...	3s. 9d. "
Leather lining without boards	...	9½d. per case.
" " put on straw boards	...	3d. per board.
Pullover edge stitched five to inch	...	2s. 7½d. per suit case.
Turnover edge stitched five to inch	...	2s. 7½d. " "

CANVAS SUIT CASE—MAKING.

(Not less than twelve at one time.)

Canvas suit case, turnover edge, wooden frame, top and bottom, leather corners, bag handle machined, lined on the flat—	...	
If riveted by machine	...	52s. per dozen cases.
If riveted by hand	...	57s. 1½d. " "

Deductions (all Suit Cases).

Stitching staff and ends	...	8d. per row.
Stitching corners	...	1½d. per corner.
Half-Gladstone suit bag, all hide, handle on gusset, lined with cloth stitched four to inch,	...	52s. per dozen bags.

(All material except strawboard to be cut for workman.)

With 5 per cent. added.

KIT BAGS—continued.

	Riveted Kit Bags.		Stitched Kit Bags.	Hogskin Kit Bags.
	Cloth-lined.	Leather-lined.		
	Per doz. bags.	Per doz. bags.	Per doz. bags.	Per doz. bags.
	s. d.	s. d.	s. d.	s. d.
Lining kit bag with cloth, pasted all over	3 5
Lining kit bag with cloth, bottom and opening	3 0½
Lining kit bag with leather pasted all over	...	3 11½
Lining with leather, bottom and opening	...	3 5
Lining with cloth, and stitching around frame	16 8	20 5
Lining with leather, and stitching around frame	20 5	24 6
Lining with cloth, stitching across ends and glueing same to frame	7 1½	9 1
Framing up ready for stitching (eighteen stitches)	4 9	8 2
Stitching round frame—				
16-inch bags	13 7½	14 0
18 " "	15 10½	19 8½
20 " "	18 0	22 9½
22 " "	20 2	24 4½
24 " "	21 5	26 6
26 " "	23 7	27 2½
28 " "	25 6	30 8½
			per doz. loops.	
Cutting out fancy loops (by hand)	0 8	...
" " square	0 5	...
" " and backing-up fancy loops	11 1½
" " " square	6
Staining edges of and creasing fancy	0 9½	5 2
" " " square	0 8	4 1
Stitching square or fancy loops on bag five to inch, four rows in each loop	3 11½	...
Stitching square or fancy loops on bag six to inch, four rows in each loop, eight loops to each bag	1 10
Riveting or clamping fancy loops on bags	0 9½	...
			per doz. corners.	
Cutting corners by hand, and backed up, up to 6 in. in diameter	1 8½	10 5
Stamping corners	0 5½	...
Staining edges of and creasing corners and setting up	2 8½	0 9½
Fixing corners on bags, and stitching around same—				
Corners 4 inches in diameter	8 8½	...
" 5 " "	9 6	...
" 6 " "	10 5	...
" 7 " "	11 8	48 9
" 8 " "	12 3	55 4
" 9 " "	13 0½	62 4
			per doz. bags.	
Riveting corners on bags with bifurcated rivets—				
Corners 4 or 5 inches in diameter (seven rivets)	3 5	...
" 6 or 7 " " (nine ")	4 5	...
" 8 or 9 " " (eleven ")	5 2	...
Making and finishing handles (outside leather only to be cut for workman) if stitched 4 to the inch	10 1
If stitched 5 to the inch	...	10 5	10 5	...
Stitching body of bags by hand, 4 to inch	36 3½	41 10
Making buckle-pieces and straps for ends of bags	3 0½	3 0½	3 0½	4 1
Stitching buckle-pieces and straps on ends of bags { 1 inch	4 1	4 1	4 1	4 1
(stitching five to inch) { 2 inch	6 0	6 0	6 0	...
{ 3 inch	8 4½	8 4½	8 4½	...
Riveting buckle pieces and straps on ends { by hand	2 0½	2 0½	2 0½	2 0½
of bags { by machine	1 1	1 1	1 1	1 1
Riveting, putting on handle and finishing	12 3	12 3
Shaping and finishing	4 1	...
<i>Extras.</i>				
Riveting covered frames	2 8½	2 8½
Making round handles stitched four to inch { rope filler	15 10½	15 10½
in grip (two handles to each bag) { leather	18 4½	18 4½
Making round handles, stitched five to inch { rope filler	16 2½	16 2½
in grip (two handles to each bag) { leather	18 4½	18 4½
Stitching and riveting handles on bag five to inch, 2½ inch claw (two handles to each bag)	13 0½	14 0
Extra stiffening with canvas	5 2	5 2
Tacking in bottoms	1 8½	1 8½	1 8½	1 8½

With 5 per cent. added.

BAGS.

(Unless otherwise provided, all materials to be cut for workman. Thumb-piece to be stitched or riveted with frame.)

	Beatrice or Square Open Bags.	Bulge Brief Bags—Single Handle.	Bulge Brief Bags—Double Handle.	Sydney Bags (top gusset or Oxford Bag, top gusset, joined ends).	Hartington Bags—Oval Top.	Top-lock Brief Bags.	Brief Bags—Basil covered frame.	Betting Bags—Hide.	Betting Bags—Patent-leather fronts—Top Lock.
	Per dozen bags.	Per dozen bags.	Per dozen bags.	Per dozen bags.	Per dozen bags.	Per dozen bags.	Per dozen bags.	Per dozen bags.	Per dozen bags.
Covering frames with basil, creasing and mounting	4 1	4 1	4 1	4 1	4 1	4 1	4 1	4 1	4 1
Covering frames with hide, creasing and mounting	9 2	9 2	9 2	9 2	9 2	9 2	9 2	9 2	9 2
Cutting strawboards	6 0	6 0	6 0	6 0	6 0	6 0	6 0	6 0	6 0
" " and stiffening	0 8	0 8	0 8	0 8	0 8	0 8	0 8	0 8	0 8
" " for bottoms	0 8	0 8	0 8	0 8	0 8	0 8	0 8	0 8	0 8
" " for ends	0 8	0 8	0 8	0 8	0 8	0 8	0 8	0 8	0 8
Preparing for machine and putting cane in end	7 1	7 1	7 1	7 1	7 1	7 1	7 1	7 1	7 1
Cutting canvas for stiffening	1 1	1 1	1 1	1 1	1 1	1 1	1 1	1 1	1 1
Stiffening with canvas	4 1	4 1	4 1	4 1	4 1	4 1	4 1	4 1	4 1
" " paste	1 5	1 5	1 5	1 5	1 5	1 5	1 5	1 5	1 5
Stiffening bottoms with board, clamping and stamping and preparing for machine	2 0	2 0	2 0	2 0	2 0	2 0	2 0	2 0	2 0
Stiffening ends and sides with paste	1 1	1 1	1 1	1 1	1 1	1 1	1 1	1 1	1 1
Stiffening with board, clamping and stamping and preparing for machine	4 1	4 1	4 1	4 1	4 1	4 1	4 1	4 1	4 1
Clamping and stamping	1 1	1 1	1 1	1 1	1 1	1 1	1 1	1 1	1 1
Making handles stitched five to inch (outside leather only to be cut for workman)	11 1	11 1	11 1	11 1	11 1	11 1	11 1	11 1	11 1
Making handles, grip stitched five to inch, 4-in. claw, stitched six to inch (two to each bag)	22 9	22 9	22 9	22 9	22 9	22 9	22 9	22 9	22 9
Making handles, two swivels on each	8 8	8 8	8 8	8 8	8 8	8 8	8 8	8 8	8 8
Stitching corners	3 0	3 0	3 0	3 0	3 0	3 0	3 0	3 0	3 0
Turning and beating	3 0	3 0	3 0	3 0	3 0	3 0	3 0	3 0	3 0
Cutting linings and preparing for machine—	1 1	1 1	1 1	1 1	1 1	1 1	1 1	1 1	1 1
Cloth, with pocket	1 1	1 1	1 1	1 1	1 1	1 1	1 1	1 1	1 1
Leather, with two pockets	4 1	4 1	4 1	4 1	4 1	4 1	4 1	4 1	4 1
" " one pocket	3 6	3 6	3 6	3 6	3 6	3 6	3 6	3 6	3 6
Hogskin or hide, with two pockets	8 7	8 7	8 7	8 7	8 7	8 7	8 7	8 7	8 7
Lining with cloth	1 7	1 7	1 7	1 7	1 7	1 7	1 7	1 7	1 7
" " leather	2 8	2 8	2 8	2 8	2 8	2 8	2 8	2 8	2 8
Riveting japanned frames	8 8	8 8	8 8	8 8	8 8	8 8	8 8	8 8	8 8
" " covered	11 1	11 1	11 1	11 1	11 1	11 1	11 1	11 1	11 1
Framing up and shaping	1 1	1 1	1 1	1 1	1 1	1 1	1 1	1 1	1 1
covered frames (four stitches)	2 8	2 8	2 8	2 8	2 8	2 8	2 8	2 8	2 8
riveted frames	7 1	7 1	7 1	7 1	7 1	7 1	7 1	7 1	7 1
Stitching round frame three and a half to inch	9 2	9 2	9 2	9 2	9 2	9 2	9 2	9 2	9 2
" " four to inch	11 6	11 6	11 6	11 6	11 6	11 6	11 6	11 6	11 6
" " five	13 6	13 6	13 6	13 6	13 6	13 6	13 6	13 6	13 6
" " six	15 9	15 9	15 9	15 9	15 9	15 9	15 9	15 9	15 9
Sewing up body of bags by hand, 4 to inch	12 3	12 3	12 3	12 3	12 3	12 3	12 3	12 3	12 3
Making straps two swivels on each strap	12 3	12 3	12 3	12 3	12 3	12 3	12 3	12 3	12 3
" " (patent leather)	12 3	12 3	12 3	12 3	12 3	12 3	12 3	12 3	12 3
Finishing stitched bags	1 1	1 1	1 1	1 1	1 1	1 1	1 1	1 1	1 1
" " riveted bags	1 1	1 1	1 1	1 1	1 1	1 1	1 1	1 1	1 1
<i>Extras.</i>									
Slides on frames	1 1	1 1	1 1	1 1	1 1	1 1	1 1	1 1	1 1
Laid out frames	8 7	8 7	8 7	8 7	8 7	8 7	8 7	8 7	8 7
Turning and beating if bottoms piece	1 7	1 7	1 7	1 7	1 7	1 7	1 7	1 7	1 7

With 5 per cent. added.

CASH OR BULLION BAGS.—MAKING.

Hide, covered frame all hand sewn, side lock, two handles and strap all round stitched six to inch, leather lined ... 12s. 8d. per bag.

Deduction.

If strap stitched by machine ... 1s. 8d. per bag.
If bag sewn up by machine ... 1s. 4d. "

SQUARE HAND-BAGS.—MAKING.

Gusset all round, made on brief frames, gusset and sides stiffened, one row of stitching up ends, cloth lining with pocket, six clamps in bottom—

Riveted frame ... 49s. per doz. bags.
Stitched frame ... 57s. 1d. "

8-in. bags, whole buckle	1s. 6d. per grs. bags.
10-in. " two buckles	1s. 1d. "
11-in. " "	20s. 2d. "
12-in. " "	21s. 9d. "

10-in. bag, one whole buckle 33s.	10d per gross
11-in. " two " buckles 35s	4½d "
12-in. " " " " 37s.	1d "

Cutting out (complete)	26s. 1d. per gross bags...	Split.	Solid Leather with basil gusset
Colouring, creasing edges, punching, riveting, stamping and			
finishing (except machining)	24s. 6d.	"	... 24s. 6d. "

Crossing back and front	8s. 8½d. per gross bags	...	7s. 0½d. per grs. bags.
Cutting hide gusset	6s.
Hand-stitching gussets, six to inch	34s. 8½d. per doz. bags.
Stitching, four to the inch, with welt in front, back stitched, six to inch	27s. 4d. "

[illegible]

Cutting out (complete)	2s. 8½d. per doz. bags.
Colouring and creasing edges, stamping, punching and finishing	2s. 8½d. "
Stitching front straps and buckle-pieces by hand, five to inch (not less than 1 inch of stitching)	7s. 0½d. "
Riveting straps and buckle-pieces	9½d. "
Closing ends, six to inch	19s. 10d. "
Preparing and closing top ends	6s. "
Stitching two dees and 2½-inch chapes, six to inch on back	6s. "
Preparing and stitching shoulder-straps on rings or dees, five to inch (1½ inches of stitching)	3s. 6d. "

Solid leather, block gusset pocket lined, single bellows gusset, with blotting pad, one large and two small envelope pockets, two stamp pockets, one ink-bottle pocket, three flaps and buttons, pen holder for four pens on flap, body lined, two straps and buckles, lock, handle on two dees—all hand-sewn, eight to inch—

Foolscap size	27s. 6 $\frac{1}{2}$ d. each.
Quarto size	26s. 2d. "
Preparing the above case for stitching—		
Foolscap size	9s. 11 $\frac{1}{2}$ d. each.
Quarto size	9s. 1d. "
Hand-stitching gussets, straps, buckles, and handle on body, eight to inch—		
Foolscap size	7s. 0 $\frac{1}{2}$ d. each
Quarto size	7s. 10d. "
Stitching two chapes, straps, and handle, eight to inch	1s. 1d. per case

	One pocket (per doz. pouches).	Two pockets (per doz. pouches).
Cutting leather by hand and preparing for stitching	8s. 4½d.	8s. 8½d.
" " machine and preparing for stitching	3s. 4½d.	3s. 2d.
Stitching by hand nine to inch double band	9s. 11½d.	16s. 6½d.

With 5 per cent. added.

Belt Pouches (Basil Gusset Machined)—Making.

One loop on back, stud tab on front, two rows stitching, stud riveted on flap, two rows creasing, edges coloured and creased, all stitching, six to inch, leather cut by machine—

One pocket	3s. 5d. per doz. pouches.
Two pockets	4s. 5d. "

Watch Pouches—Making.

(All materials to be cut for workman.)

Flap machine sewn, solid leather, stitched both sides, loop at back, tab on front, stud riveted, edges coloured and creased—

Gusset stitched eight to inch, lined with chamois leather	13s. 0½d. per doz. pouches
" five " half-lined "	9s. 1d. "
" five " unlined "	7s. 0½d. "

Straps.

(All materials to be cut for workman.)

Kind.	Length.	Punching and creasing, including colouring edges, V or diamond pointing, cutting loops, and preparing for buckle.		Stitching Buckles (8 stitches).	Riveting Whole Buckles.	Riveting Single Buckles with loops, one rivet in each strap.	Riveting and putting pieces through handle, three rivets.
		By Hand.	By Machine.				
	Inches.	Per gross Straps.	Per gross Straps.	Per gross Straps.	Per gross Straps.	Per gross Straps.	Per gross Straps.
		s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
Single straps	36	5 9½	4 5	5 9½	1 1	1 11	...
"	42	6 11	4 5	5 9½	1 1	1 11	...
"	48	8 4½	5 3	5 9½	1 1	1 11	...
"	54	8 10	5 3	5 9½	1 1	1 11	...
"	60	9 6	6 3	5 9½	1 1	1 11	...
"	66	10 8	6 3	5 9½	1 1	1 11	...
"	72	11 11	6 3	5 9½	1 1	1 11	...
" (½ inch)	24 to 36	5 9½	4 5	5 9½	1 1	1 11	...
Knee straps	...	3 11½	2 8½	5 9½	1 1	1 11	...
Safety book straps, made of two pieces (½ inch)	24 to 36	6 11	4 5	5 9½	1 1	1 11	4 5
Safety book strap, made of four pieces, joined to strap and buckle	...	9 6	5 9½	8 10	1 6	1 11	4 5

Safety Book Straps.

Covering handle with leather 4½ inches long, herring bone stitching, eight to inch	...	58s. 10d. per gross of handle.
Colouring, creasing, and punching	...	11s. 11d. " straps.
Stitching straps, eight to inch, including slide loops, up to 14 inches of stitching in each strap	...	117s. 9d. " "

Snake Belts.

36 to 48 inches long.

		Per doz. Belts.	Per gross Belts.
Punching and creasing by hand and colouring edges	...	1s. 4d.	8s. 10d.
" " machine	...	7d.	5s. 2½d.
Stitching six to inch across both ends	...	1s. 4d.	11s. 11d.
" " " one end	...	9½d.	8s. 4½d.
Riveting	...	7d.	5s. 9½d.

Rug Strap-handles—Making.

(All leather to be cut for workman.)

Round handles, long cane inside, two rivets each end, colouring and creasing edges, and finishing—

		Stitched, two to inch.	Stitched, three to inch.
Up to 6 inches	...	1s. 1½d.	1s. 5d.
" 8 "	...	1s. 5d.	1s. 10d.
" 10 "	...	1s. 10d.	2s. 7½d.

Rug Strap-handles.

Round handle riveted on leather covered steel plate up to 13 inches long.

Covering plates	...	9½d. per doz. plates.
Stitching round plates, six to inch	...	7s. 7d. " "
" handles, four to inch, 8-inch grip	...	2s. 8½d. " handles.
Riveting handles on plates (four rivets), trimming, colouring, creasing, boning, and finishing	...	2s. 8½d. " "

Rug Strap-handles (with steel plate)—Making.

Covered with leather, two metal strap loops, two handle rings and plates, name plate bag handle, edging and finishing complete	...	18s. 1½d. per doz. handles.
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With 5 per cent. added.

DOG COLLARS—MAKING.

Dog Collars.

(All materials to be cut for workman.)

Buckle dee and loop, coloured and creased.

3 inch turn down stitched, four to inch	31s. 2d. per gross collars.
5 " " " five	41s. 10d. "
6 " " " six	47s. 8½d. "

Extra.

Clamp plates	2s. 8½d. per gross plates.
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Dog Collars (round).

Buckle dee and loop, stitched five to inch.

12-in. collars	13s. 10d. per dozen.
15-in. "	17s. 4d. "

Extra.

Cast plates	1s. 8½d. per doz. plates.
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Dog Collars (Greyhound).

Buckle dee and loop, strap stitched all around, eight to inch.

Plain (stitched double hand)	27s. 2½d. per doz. collars.
Lined and padded, pad stitched all around double hand, strap on pad stitched single hand	47s. 2d. " "

Dog Collars (Bulldog).

Buckle dee and loop, up to 18 inches long, double leather throughout, stitched eight to inch, double hand all around, edges taken off, coloured and creased	29s. 4½d. per doz. collars.
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Dog Collars.

6-in. turndown, buckle dee and loop, cast plate, coloured and creased.

				Per doz. Collars.	Per gross of Collars.
				s. d.	s. d.
Stitched, seven to inch	5 5½	61 9½
" eight "	5 9½	69 10
" five " double hand	4 10½	54 0
" six " "	5 2½	55 8
" seven " " edges to be taken off	5 6½	64 6
" eight " " "	6 7	74 7
" nine " " "	7 4½	82 6
" ten " " "	8 3½	90 5

LEGGINGS.

Leggings (Wellington shape, made with bifurcated rivets).

Cutting and Making complete, except machining.

Four straps and buckles riveted, all edges coloured and creased, rivets in seams	14s. 7½d. per doz. pairs.
Side springs, edges coloured and creased, two rivets in seams	8s. 10d. "
Dee leggings—Five dees, one buckle on top, running strap, edges coloured and creased, rivets in seams	11s. 11d. "
Lace leggings, eyeleted, strap and buckle, rivets in seams	9s. 9d. "
Lace leggings, with cord or leather loops, eyeleted, strap and buckle on top, rivets in seams	14s. 7½d. "
Canvas leggings, five straps and buckles, top strap all around, bound with basil, lined under buckles, flat steel under lining	5s. 9½d. "
Canvas gaiters, bound with basil, up to 8 inches long, three straps and buckles	3s. 11½d. "
Patent leggings, "Premier," "Java," "Federal," "Imperial," "Climax," "Victory"	23s. 5½d. "
Patent leggings, "Cape"	15s. 10½d. "

Block Leggings.

Trimming to size, cutting out strapping by machine (except long straps), edging and finishing	6s. 8d. per dozen pairs
Stitching buckle pieces, points and loops eight to inch	26s.

Extras on all Leggings.

If made with copper rivets and washers	3s. 11½d. per doz. pairs
" Napoleon shape	1s. 11d. "
Each additional strap and buckle—	
Put on with bifurcated rivets	1s. 11d. "
" copper rivets and washers	2s. 11½d. "
One bifurcated rivet on one side of crue hole	1s. 1d. "
One " each " "	1s. 11d. "
Tecaps—Cutting, riveting (one rivet in each seam), and preparing for machine	1s. 11d. "

W. W. HARRIS, Chairman.

E. G. WILLIAMS, Secretary.

Dated at Melbourne the 12th May, 1939.



VICTORIA GOVERNMENT GAZETTE.

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No. 202]

FRIDAY, JUNE 23.

[1939

Factories and Shops Acts.

DETERMINATION OF THE ASBESTOS-CEMENT WORKERS BOARD.

NOTES.—(a) This Determination on the 15th day of June, 1939, applied to the whole of the State of Victoria.

(b) On the 27th November, 1934, the Cement Articles Board was deprived of the power to determine the lowest prices or rates which may be paid to any person or persons, or classes of persons, employed in the process, trade, or business of making portable articles of material containing asbestos and cement in the proportion of not less than one part by weight of asbestos in each twenty parts by weight of the material, and such power was conferred exclusively on the Asbestos-Cement Workers Board.

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which since 24th April, 1939, has had the power to determine the lowest prices or rates which may be paid to any person or persons, or classes of persons:—

employed in the process, trade, or business of making portable articles of material containing asbestos and cement in the proportion of not less than one part by weight of asbestos in each twenty parts by weight of the material; has made the following Determination, namely:—

(1) That on the 15th June, 1939, the last previous Determination of this Board shall be revoked and replaced by this Determination.

(2)

Apprentices or Improvers.				Other Employees.			
WAGES.			Per Week of 44 Hours.	WAGES.			Per Week of 44 Hours.
			s. d.				s. d.
16 and under 17 years of age	28 4	Wet Machine Leading Hand (where in sole charge of running)	91 0
17 and under 18 years of age	31 8	Mixer Attendant in Charge	90 0
18 and under 19 years of age	37 9	Asbestos Disintegrator (asbestos treatment) attendant	89 0
19 and under 20 years of age	46 3	Leading cutter-off	88 0
20 and under 21 years of age	58 4	Accessories moulders	88 0
No apprentices or improvers under the age of sixteen years to be engaged.				Wiremen in charge of Pressure Pipe Machine	88 0
PROPORTION (IN ANY PLACE).				Wet trimmer (Power Guillotine only)	87 6
Apprentices and Improvers.				Dry trimmer in charge of Power-Cutting Machines	87 6
Two apprentices or improvers to every three or fraction of three workers receiving not less than 85s. per week of 44 hours.				Cutters and turners Pressure Pipe	87 6
				Leading attendant Pressure Pipe Curing Tanks	87 6
				All others	85 0

(3) ALLOWANCE FOR AFTERNOON AND NIGHT SHIFT.—Persons working on afternoon or night shift, shall be paid 4s. per week in addition to the rates set out in Clause (2).

(4) OVERTIME.—Time and a half shall be paid for all work done:—

(a) outside the usual starting and finishing times.

(b) within the usual starting and finishing times, in excess of the number of hours fixed as a week's work.

Provided that a shift worker shall not be entitled to overtime unless he has worked more than 132 hours during any three consecutive weeks.

(5) HOLIDAYS.—All employees shall be entitled to the nine holidays hereinafter mentioned without any deduction from the weekly rate of pay, viz.:—New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day, and Boxing Day.

This shall not affect the right of an employer to require any employee to work on any such day (except Anzac Day) provided that such employee is paid the extra rates as set out in Clause (6) (Special rate for Sundays and Holidays).

(6) SPECIAL RATE FOR SUNDAYS AND HOLIDAYS.—Double time shall be the special rate for all work done on Sunday, New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, King's Birthday, Christmas Day, and Boxing Day; but if any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays, then the special rate shall be payable only for the day so substituted.

(7) ANNUAL LEAVE.—Any employee who has been in the service of an employer for a period of not less than twelve months, shall be granted as holidays with pay the working days between the Christmas holidays and New Year's Day. Notwithstanding anything contained in this clause, an employer may require his employees to continue work on the working days between the Christmas holidays and New Year's Day, in which case he shall grant within three months thereafter to every employee so entitled a continuous holiday equivalent to the working days between the Christmas holidays and New Year's Day.

Provided that any employee, who leaves or is dismissed before the expiration of any twelve months' service, or who leaves or is dismissed after having completed twelve months' service without receiving holidays under this clause, shall be given or paid for holidays pro rata in accordance with the length of service, viz., one day for each completed four months of service.

Payment for such holiday pay shall be calculated on an average of the three completed weeks immediately preceding such holidays.

RAY H. BEERS, P.M., Chairman.

D. B. MORGAN, Secretary.

Melbourne, 31st May, 1939.



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FRIDAY, JUNE 23.

[1939

Factories and Shops Acts.

DETERMINATION OF THE WOOLLEN AND COTTON TRADE BOARD.

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

[In accordance with the provisions of the Factories and Shops Acts the Wages Board which since 1st December, 1931, has had the power to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the trade of:—

- (a) manufacturing woollen, worsted or cotton woven material or wool tops;
(b) spinning textile yarns (but not spinning or preparing silk yarn)"—

has made the following Determination, namely:—

(1) That as from the beginning of the first pay period to commence in June 1939 the adjusted Determination which became operative as from the beginning of the first pay period to commence in December 1938 shall be revoked and replaced by this Determination.

APPRENTICES AND IMPROVERS.

(2) WAGES PER WEEK OF 44 HOURS.

MALES.							FEMALES.						
Experience.	Commencing Age.						Experience.	Commencing Age.					
	15 years and under.	16	17	18	19	20		15 years and under.	16	17	18	19	20
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.		s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
1st six months	16 0	17 6	20 6	25 0	30 0	35 6	1st six months	14 6	15 0	16 0	17 6	19 6	21 0
2nd "	17 0	19 6	23 0	27 6	34 0	56 6	2nd "	15 0	16 6	17 6	19 0	22 0	32 0
3rd "	18 0	21 0	25 6	31 0	37 6	..	3rd "	17 0	18 6	20 0	22 6	25 0	..
4th "	20 6	24 0	28 6	35 6	57 0	..	4th "	18 6	20 0	22 0	25 0	33 6	..
5th "	22 6	26 6	31 6	40 0	5th "	20 0	22 0	24 0	27 0
6th "	25 6	30 6	37 6	59 0	6th "	22 0	24 0	26 6	34 6
7th "	28 6	35 6	44 6	7th "	24 0	26 6	29 6
8th "	34 6	41 6	61 0	8th "	26 6	29 0	37 6
9th "	39 6	49 0	9th "	28 0	32 6
10th "	46 6	63 0	10th "	30 0	38 0
11th "	52 6	11th "	33 6
12th "	59 6	12th "	36 0
7th year	66 0	7th year	38 0

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

PROPORTION (within any factory).

Males.

Two male apprentices or improvers to each male person receiving not less than the minimum wage.

Females.

Two female apprentices or improvers to each female person receiving not less than the minimum wage.

The Board has prescribed a form of apprenticeship indenture.

In determining the proportion of apprentices and improvers in proportion to employees receiving the minimum wage, each shift shall be taken into account separately.

OTHER EMPLOYEES.

WAGES PER WEEK OF 44 HOURS.

Woollen and Worsted Sections.

ADULT MALES.										s. d.
Assistant foreman or overlocker, when or where employed										96 6
Wool Sorting and Scouring Departments—										
Wool sorters—										
First year's experience										84 0
Second year's experience										94 0
Thereafter										100 0
Wool scourer or carbonizer (other than foreman) responsible for the mixing of liquor and the working of the bowls										87 0
All other machine operators or attendants										83 0
Dye House—										
Leading hand employed on dye machines or vats										87 0
Men on wet crabbers										85 0
All other machine operators or attendants										83 0
Wiley House—										
Leading hand in wilying operations where more than four hands engaged										89 0
Leading hand in wilying operations where three or four hands are engaged										86 6
All other machine operators or attendants										83 0
Carding Department—										
Head fettler (leading hand in carding room)										88 0
Card fettlers										84 0
All other machine operators or attendants										82 0
Spinning Department—										
Man in charge of one pair of spinning mules										84 0
All other machine operators or attendants										82 0
Combing Department—										
Jobber in charge or comb mechanic in charge										94 0
Jobber or comb mechanic										84 0
All other machine operators or attendants										82 0
Pinsetter—										
First year's experience										84 0
Second year's experience										89 0
Thereafter										99 0
Roller coverer—										
First year's experience										83 0
Second year's experience										87 0
Thereafter										95 0
Gill Box Reducing, Intermediate, Roving and Spinning Departments—										
Man in charge of one pair of spinning mules										84 0
All machine operators or attendants										82 0
Winding, Warping, and Twisting Department—										
Warpers										84 0
Sizing machine hand										83 0
All other machine operators or attendants										82 0
Weaving Department—										
Twister-in										83 0
Warp drawers-in										83 0
Warp tiers										82 0
Box loom tuners—										
First year's experience										85 0
Second year's experience										91 0
Thereafter										99 0
Plain loom tuners—										
First year's experience										83 0
Second year's experience										89 0
Thereafter										94 0
Oilers and cleaners										82 0
Card or chain makers										84 0
Yarn storeman, i.e., man employed in the yarn store of any mill engaged in handling or receiving or distributing yarn other than man employed wheeling yarn from one store to another										82 0
Weavers										85 0
Perchers										82 0
Finishing Department—										
Man in charge of milling, scouring, or washing machines (where milling and scouring foreman is not employed)										86 6
Sulphur house workers (for time employed as such)										89 0
Man piece carbonizing										85 0
Man examining finished cloth										87 0
Men engaged on unshrinkable finishing processes										85 0
All other machine operators or attendants										82 0
Warehouse—										
Leading hand in warehouse where warehouse foreman is not employed										86 6
All other adult males										79 0
ADULT FEMALES.										
Combing Department—										
All machine operators or attendants										45 6
Gill Box, Reducing, Intermediate Roving and Spinning Departments—										
All machine operators or attendants										45 6
Winding, Warping, and Twisting Department—										
Warpers										47 6
All machine operators or attendants										45 6
Weaving Department—										
Weavers										48 6
Mending and Darning Department—										
Worsted menders and darners—										
First six months' experience										45 6
Thereafter										51 6
Other menders and darners (except flannel and blanket knotters and menders)—										
First six months' experience										44 6
Thereafter										47 6
Examiners or passers of pieces after mending										48 6
Other examiners and passers										46 6
Whipping machinists										45 6
Other adult females										42 6

OTHER EMPLOYEES—continued.

WAGES PER WEEK OF 44 HOURS.

Cotton Section.

ADULT MALES.

	s.	d.
Assistant foreman or overlocker when or where employed	96	6
Dye House and Bleach Craft—		
Leading hand employed on dye or bleaching machines or vats	87	0
All other machine operators or attendants	83	0
Waste Department—		
Leading hand in Waste Department where more than four hands engaged	89	0
Leading hand in Waste Department where three or four hands are engaged	86	6
All other machine operators or attendants	82	0
Blowing Room—		
Blow room major	89	0
Scutching machine hand	85	0
All other machine operators or attendants	83	0
Carding Department—		
Head stripper and grinder (leading hand in carding room)	88	0
Stripper and grinder	85	0
All other machine operators or attendants	83	0
Combing Department—		
Jobber in charge or comb mechanic in charge	94	0
Jobber or comb mechanic	86	6
All other machine operators or attendants	83	0
Pin Setting Department—		
Pinsetter—		
First year's experience	84	0
Second year's experience	89	0
Thereafter	99	0
Roller coverer—		
First year's experience	83	0
Second year's experience	87	0
Thereafter	95	0
Drawing, Slubbing, Intermediate, Roving and Spinning Departments—		
All machine operators or attendants	82	0
Mule Spinning Department—		
Man in charge of one pair of spinning mules	84	0
All other machine operators or attendants	82	0
Twisting, Winding, Reeling and Warping Departments—		
Warpers	84	0
Slasher sizer hand	83	0
Ring jobber	94	0
All other machine operators or attendants	82	0
Weaving Department—		
Twisters-in	83	0
Warp drawers-in	83	0
Warp tiers	82	0
Box loom tuners—		
First year's experience	85	0
Second year's experience	91	0
Thereafter	99	0
Plain loom tuners—		
First year's experience	83	0
Second year's experience	89	0
Thereafter	94	0
Card or chain makers	84	0
Yarn storeman, i.e., man employed in the yarn store of any mill engaged in handling or receiving or distributing yarn other than man employed wheeling yarn from one store to another	82	0
Weavers	85	0
Perchers	82	0
Finishing Department—		
Man in charge of finishing machines	86	6
Man examining finished cloth	87	0
All other machine operators or attendants	82	0
Warehouse—		
Leading hand in warehouse where warehouse foreman is not employed	86	6
All other adult males	79	0

ADULT FEMALES.

	s.	d.
Combing, Drawing, Slubbing, Intermediate, Roving and Spinning Departments—		
All machine operators or attendants	45	6
Twisting, Winding, Reeling and Warping Departments—		
Warpers	47	6
All machine operators or attendants	45	6
Weaving Department—		
Weavers	48	6
Mending and Darning Departments—		
Menders and darners—		
First six months' experience	44	6
Thereafter	47	6
Examiners or passers of pieces after mending	48	6
Other examiners and passers	46	6
All other adult females	42	6

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

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

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

(d) Union means the Victorian Branch of the Australian Textile Workers' Union.

(4) HOURS.—Forty-four hours shall constitute a week's work.

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

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

(c) Workers employed on night shift shall be paid 6s. per week in addition to the rate fixed for the day shift unless engaged in a continuous process. If adult employees in a continuous process work three alternating shifts they shall be paid 5 per cent. extra, if alternating afternoon and night shift 7½ per cent. extra. Male juniors employed on afternoon or night shifts shall be paid 1s. per shift extra, with a maximum payment of 5s. per week.

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

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

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

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

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

Provided, however, that in mills or factories where the 44 hours are worked in five days, Monday to Friday inclusive, time worked on Saturday shall be paid for at time and a half for the first four hours and double time thereafter.

(b) The usual starting or finishing time in any factory or part thereof shall not be altered except on seven days' notice to the employees, and such starting and finishing times shall be posted on the notice board. (See clause 9.)

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

(d) Juniors under 18 years of age for each period of overtime worked shall be paid 6d. up to two hours, and 3d. for each additional hour or part of an hour in addition to their overtime earnings and any tea money to which they may be entitled.

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

Provided that in mills or factories where the 44 hours are worked in five days, Monday to Friday inclusive, the maximum daily hours under this sub-clause for Saturday shall be four hours.

(7) TERMS OF EMPLOYMENT.—(a) Employment shall be on an hourly basis, except notice equivalent to 44 working hours shall be given on either side to terminate employment; such notice may be given at any time. This shall not affect the right of the employer to stand down employees at any time when no work is offering, or to dismiss any employee without notice for malingering, inefficiency, neglect of duty, or misconduct (in which case wages shall be paid up to the time of dismissal only), or to deduct payment for any day the employee cannot be usefully employed because of any strike, or through any breakdown of machinery, or any stoppage of work, or for any cause for which the employer cannot be reasonably held responsible.

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

(c) Where the employer terminates the employment of an employee within two weeks prior to a day on which a holiday occurs and such employee is re-engaged within a period of two weeks after such holiday or holidays the employee shall be paid for such holiday or holidays prescribed by this Determination, provided that such employee has been employed by the employer for a period of at least two weeks prior to the termination of employment.

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

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

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

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

(9) NOTICE BOARD.—The employer shall permit a notice board to be erected in his establishment for the purpose of posting any notices thereon in connexion with meetings or other business the employees may require, provided such notices are not objected to by the management, and such notice board shall be in a prominent position.

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

(11) LIMITATIONS.—(a) Where practicable each machine shall be stopped when being cleaned, the cleaning to be done in his or her working hours by the employee whose duty it is to do so.

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

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

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

(e) No female shall be required to lift or carry any article or goods weighing more than 30 lb. without one assistant for every 30 lb. weight.

(12) PAYMENT OF WAGES.—(a) Wages shall be paid weekly not later than Friday. Provided that where a shift finishes on a Saturday morning payment may be made on the Saturday.

(b) Wages shall be paid during working hours, and any employee kept waiting for his or her wages beyond the ordinary working hours shall be paid at overtime rates for such waiting time. Provided that the present practice as to payment to employees on night shifts in each factory or mill shall continue.

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

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

(13) TIME AND WAGES BOOK.—(a) An employer shall keep a time and wages book or record in English showing the name of each employee, the age and/or experience of each employee paid as a junior under clause 2 hereof, the occupation of each employee, the hours worked each day or each week and the wages and/or allowances paid each week.

(b) When any junior employee is engaged he or she shall furnish a certificate or statutory declaration as to his or her age and the employer may rely on such certificate or declaration until or unless he has notice of its inaccuracy. Any junior employee giving misleading or false information as to his or her experience and/or age shall be deemed to be guilty of a breach of this Determination.

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

(d) The time and wages book or record shall be open for inspection to a duly accredited official of the Union during the usual office hours at the employer's office or other convenient place provided that no inspection shall be demanded unless the Secretary of the Union or the branch secretary or organizer of any division suspects that a breach of the Determination has been committed. Provided also that only one demand for such inspection shall be made in any one fortnight at the same establishment.

(14) SUNDAYS AND HOLIDAYS.—Subject to the limitations mentioned hereinafter the following days shall be regarded as public holidays under this Determination:—New Year's Day, Good Friday, Easter Saturday (in establishments working a six-day week), Easter Monday, Labour Day, Anzac Day, Christmas Day, and Boxing Day, or any other day observed in lieu thereof.

(b) Employees shall be paid for any of such holidays as fall on an ordinary working day of their employer's establishment, such payment to be to the full extent of the ordinary daily wage.

(c) Piece-workers shall be paid for such holidays (even though not worked) at the ordinary rates payable to employees on time work doing the same class of work.

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

(e) When an employee is absent through illness or other reasonable excuse from his or her employment for a period exceeding fourteen days the employee shall not be entitled to payment for any holidays occurring during such period of absence.

Provided that where an employer consents to an employee having leave beyond fourteen days above-mentioned, payment shall be made for such holiday or holidays occurring in the period of absence.

(f) Production work in any factory is prohibited on Sundays unless in extraordinary circumstances and then only with the consent of the Secretary for Labour.

(g) All work done by time-workers on the before prescribed holidays and all work (other than continuous shift work) in the manufacture of wool tops for export) done by time-workers on Sundays shall be paid for at the rate of ordinary time in addition to the ordinary rate; all such work done by piece-workers shall be paid for at the ordinary rate payable to employees on time-work doing the same class of work in addition to such piece-work earnings.

(h) All employees engaged on repairs or renewals of the employer's plant or machinery necessary for the resumption of work the next following working day, or for maintaining the continuity of electric light and power (not including the installation of new machinery) shall, if worked on holidays and Sundays, be paid at the rate of time and a half.

(15) ANNUAL HOLIDAY.—(a) Except as hereinafter provided employers shall in each year give their employees continuously employed as defined a holiday from and after the day observed as Boxing Day to the 31st day of December, inclusive, and shall pay full wages for ordinary working days included in that period. Piece-workers receiving such holiday shall be paid time rates.

(b) Employees entitled to such holiday and required to work during that period shall be given a week's holiday on full pay at some other time during the year or if dismissed from employment before receiving such holiday shall be paid an extra week's wages on dismissal.

(c) "Continuously employed" for the purpose of this clause means employed (except as to breaks arising from slackening of work) for the three months immediately preceding the 25th day of each December. Any employee dismissed during the two weeks immediately preceding the 25th day of December shall be entitled to payment of one week's wages for such annual holiday.

(16) RIGHT OF ENTRY OF UNION OFFICIAL.—The Secretary or branch secretary of the Union or any person authorized by the Union shall have the right to enter any factory or workshop for the purpose of interviewing and conversing with employees during the lunch hour or non-working time.

If any official so authorized makes himself objectionable during any such visit his right to visit may be determined by the employer affected.

(17) PIECE-WORK.—(a) Any employer may fix piece-work prices for any process, provided such prices enable adult employees of average capacity to earn at least the minimum weekly rate prescribed for their respective classes, with the addition of 15 per cent. A schedule of such piece-work prices shall be posted in the mill or factory and a copy thereof forwarded to the secretary of the local branch of the union.

(b) Piece-work prices now paid may be re-adjusted by employers to meet new circumstances created by this Determination before the expiry of six months from the date on which this Determination comes into force, but thereafter such prices shall not be altered except by mutual agreement between the employer and piece-workers concerned.

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

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

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

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

(g) Weavers on commencing a warp shall be provided with a ticket, on which shall be entered particulars of class of work, the number of picks per inch, length of cut, speed of loom, and price per cut.

(h) Male piece-workers called upon to perform work before the usual starting time or after the usual finishing time shall for the first three hours be paid 1s. per hour extra on the normal piece-work price, and female piece-workers 7d. per hour extra on the normal piece-work price and for any overtime extending beyond three hours at twice the rates prescribed in this clause.

(i) Piece-workers on the employer's premises at the employer's request ready and willing to work shall for each pay period receive at least the time rate prescribed for their occupations.

(18) LIMITATION OF EMPLOYER'S LIABILITY.—Where an employer affected by this Determination has made a payment to an employee bound by this Determination which payment purports to be a payment of the wages payable under this Determination to the employee for any period such employee shall not recover from his employer any further sums prescribed by this Determination in respect of any services rendered to such employer during such period, unless within a period of nine calendar months after the last day of such period a demand in writing of such further sum claimed has been given to the employer by the employee, or some person on his behalf.

(19) ADDITIONAL PAYMENTS.—(a) An employee who is required to change from one shift to another without two days' notice of such change of shifts shall be paid 3s. extra as compensation for change.

(b) An employee who is employed as first-aid man or woman and who holds a first-aid certificate shall be paid 5s. per week extra.

(20) MIXED FUNCTIONS.—An employee engaged for more than half of one day or shift on duties carrying a higher rate than his or her classification shall be paid the higher rate for such day or shift. If for less than half of one day or shift, he or she shall be paid the higher rate for the time so worked.

(21) DETERMINATION TO BE POSTED.—A copy of this Determination shall be posted by each employer in a prominent and accessible place in his establishment.

(22) CERTIFICATE OF SERVICE.—An employee, if he or she asks for it, shall be entitled on termination of service to a certificate of length of service with an employer and the nature of the work upon which he or she was employed.

(23) HOT WATER.—Employees shall be provided with hot water free of charge.

(24) SEATS FOR FEMALE EMPLOYEES.—When requested by employees, and where practicable, suitable seats shall be provided for female employees in positions handy to their work.

(25) **REST-ROOM.**—In factories where ten or more female employees are employed a properly ventilated rest-room shall be provided for the use of such female employees. It shall contain a suitable couch, two easy chairs, and a rubber hot-water bag.

(26) **DINING-ROOM.**—Proper dining-room accommodation shall be provided by the employer when requested to do so by a majority of his employees.

(27) **FIRST-AID CHEST.**—In each of the establishments of employers a properly equipped first-aid chest shall be provided. Such first-aid chest shall conform, as to its contents, with the requirements of the Factories and Shops Acts.

(28) **CLOTHING.**—When requested by the employees concerned the employer shall provide employees working in the wool-scouring dye-house, milling and scouring, yarn dyeing and piece carbonizing (except piece drying) departments with suitable protective clothing such as gloves and top boots or clogs and (when working with acids) aprons. Employees shall take reasonable care of clothing so provided.

(29) **CHANGING ACCOMMODATION.**—Separate dressing accommodation shall be provided by the employer for male and female employees.

(30) **MORNING TEA FOR FEMALES.**—Opportunities for morning tea shall be afforded by the employer to female employees between the hours of 10 a.m. and 11 a.m.

(31) **PLATFORMS, ETC.**—Where practicable wooden platforms shall be placed before machines, and no employee shall be called upon to stand on a bare concrete, or brick or stone floor when operating or attending to a machine.

(32) **BONUS PAYMENTS.**—In all establishments in which tasks are set and employees are paid for extra production, the tasks shall be so set as to permit adults of average capacity and juniors of average capacity in receipt of wages in excess of 25s. per week to earn at least 15 per cent. above the rates prescribed for their occupations and so as to permit juniors of average capacity in receipt of wages between 17s. and 25s. per week to earn at least 20 per cent., and juniors of average capacity in receipt of wages less than 17s. per week at least 25 per cent. in addition to the rates prescribed for their occupations.

(33) **OUTSIDE WORKERS.**—(a) No work of any description or class covered by this Determination shall be done or performed except in the factory or workshop of an employer affected by this Determination unless a permit has been given to an employee by the Chief Inspector of Factories to work outside such factory or workshop.

(b) An employer shall not have more than one outside worker for every twenty indoor workers or fraction thereof.

(c) An outside worker shall be deemed to be a person who works by himself or herself and is not employed in a workshop or factory.

(d) The outside worker shall not work during any part of the day inside a workshop or factory.

(e) Outside workers shall be paid the rates prescribed in this Determination.

(f) Outside workers shall be provided free of charge with all yarn and/or other materials used in connexion with their work.

(g) Where an employer delivers and/or collects the work of such outside workers the outside workers shall not be charged for such delivery and/or collection.

(h) Outside workers shall not employ any labour whatever except members of their own families.

(i) **Record Book.**—An employer who has work done elsewhere than in his factory or workshop shall keep a record book in English which shall contain a correct account written in ink as follows:—

(i) The name and address of the outside worker.

(ii) The number of articles and description of the work given out.

(iii) The price paid for such outside work.

(iv) The record book shall be signed each week by each outside worker verifying the accuracy of the amount of wages received.

(v) The record book shall be open for inspection at any time by any authorized officer of the Department of Labour.

(j) No employer shall, except as provided herein, require or order or cause to be performed or contract for the performance of work of any class covered by or referred to in this Determination (including the work of preparing any material for manufacture or materials so prepared)—

(i) in any place other than his usual workshop or factory; and/or

(ii) by any person or persons other than his employees usually employed at such workshop or factory.

(k) Nothing herein contained shall affect the right of an employer affected by this Determination to contract, sub-contract, let or sub-let to any person employing not fewer than four persons exclusive of members of his own family who conducts a workshop or factory, and is affected by this Determination.

(34) **PERIODICAL ADJUSTMENT OF WAGES.**—The wages rates for adults set out in clause (2) are based upon the following basic wage rate for adult males and minimum rate for adult females, and, pursuant to the provisions of Section 21 of the *Factories and Shops Act 1934* the Board determines that such wages rates shall be automatically increased or decreased by the same amount and at the same time as such basic wage rate and minimum rate.

The basic wage rate and minimum rate shown hereunder shall be adjusted as prescribed in clause (35):—

Place.	Basic Wage for Adult Males and Minimum for Adult Females.	Index Number Set Assigned.
Within the area to which this Determination applies—	£ s. d.	
Males	3 14 0	{ Six Capital Cities Weighted Average
Females	2 2 6	

(35) **ADJUSTMENT OF BASIC WAGE FOR ADULT MALES AND MINIMUM RATE FOR ADULT FEMALES.**—(a) Until the beginning of the first pay period to commence in December, 1939, the amounts of the basic wage for males and the minimum rate for females shall be as prescribed in clause (34).

(b) During each future period of six months beginning with the first pay period to commence in a June or a December the amounts of the basic wage for males and minimum rate for females shall be adjusted by the following method according to the position and fluctuations (if any) of the Commonwealth Statistician's "All Items" Retail Price Index Numbers.

For the purposes of this Determination the expression "Commonwealth Statistician's Retail Price Index Numbers" or any like expression means the numbers stated to be such Index Numbers in any document purporting, and not proved to be wrongly so purporting, to be printed by the Commonwealth Government Printer or to be signed by or on behalf of the Commonwealth Statistician.

1. The Index Number set to be applied to a place is that assigned thereto in clause (34).

2. The Index Number for the half year ending March or September next preceding the period of six months for which the adjustment is made is to be ascertained.

3. The amounts assigned in the following table (or any extension thereof) to the Index Number Division comprising that Number are to be ascertained.

(4) The basic wage for males and minimum rate for females shall be of those respective assigned amounts during such period of six months.

Table.

Index Number Divisions.	Basic Wage.	Minimum for Females.	Index Number Divisions.	Basic Wage.	Minimum for Females.
	£ s. d.	£ s. d.		£ s. d.	£ s. d.
735-746	3 0 0	1 13 0	846-858	3 9 0	1 17 6
747-759	3 1 0	1 13 6	859-870	3 10 0	1 18 0
760-771	3 2 0	1 14 0	871-882	3 11 0	1 18 6
772-783	3 3 0	1 14 6	883-895	3 12 0	1 19 0
784-796	3 4 0	1 15 0	896-907	3 13 0	1 19 6
797-808	3 5 0	1 15 6	908-919	3 14 0	2 0 0
809-820	3 6 0	1 16 0	920-932	3 15 0	2 0 6
821-833	3 7 0	1 16 6	933-944	3 16 0	2 1 0
834-845	3 8 0	1 17 0			

The Index Number Divisions in this table are based upon the equating of the Index Number 1,000 with a basic wage of 81s. per week, and any extension of the table must be similarly constituted.

(c) The amounts of the weekly rates for Apprentices and Improvers shall be adjusted proportionately to adjustments of the basic wage for males and minimum wage for adult females, as the case may be, calculated to the nearest sixpence, any exact threepence in the result to be reckoned as sixpence, and shall accord with the rates payable from time to time under the appropriate award of the Commonwealth Court of Conciliation and Arbitration.

Melbourne, 11th May, 1939.

W. W. HARRIS, Chairman.

E. G. WILLIAMS, Acting Secretary.



VICTORIA GOVERNMENT GAZETTE.

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FRIDAY, JUNE 23.

[1939

Factories and Shops Acts.

DETERMINATION OF THE NICKELWARE BOARD.

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

(b) On the 25th June, 1934, the Board was deprived of the power to determine the lowest prices or rates which may be paid to any person employed electroplating, grinding, polishing, or finishing articles of table ware, and such power was conferred exclusively on the Electroplaters Board.

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 persons employed in the trade of making nickel-silver articles of table ware," and whose powers were, by Order in Council dated 16th November, 1920, extended so that it may "fix the lowest prices or rates which may be paid to any persons employed in the trade of making articles of table ware of any base metal", has made the following Determination, namely:—

(1) That as from the beginning of the first pay period to commence in June, 1939, the Determination of the Court of Industrial Appeals, which came into force on the 19th July, 1937, and any adjusted Determination issued pursuant thereto and to section 21 of the *Factories and Shops Act* 1934, shall be revoked and replaced by this Determination.

(2) APPRENTICES OR IMPROVERS.

Apprentices.				Improvers.			
			Wages per week of 44 Hours. s. d.				Wages per week of 44 Hours. s. d.
1st year—1st six month's experience	13 4	1st year—1st six month's experience	14 0
2nd six month's experience	14 4	2nd six month's experience	15 0
2nd year—1st six month's experience	17 1	2nd year—1st six month's experience	17 11
2nd six month's experience	18 7	2nd six month's experience	19 7
3rd year—1st six month's experience	32 2	3rd year—1st six month's experience	33 9
2nd six month's experience	34 10	2nd six month's experience	36 9
4th year's experience	47 4	4th year's experience	49 9
5th year's experience	64 4	5th year's experience	67 5
6th year's experience	76 7	6th year's experience	80 2
and thereafter the minimum wage.				and thereafter the minimum wage.			

Proportion (in any place)—Three apprentices and two improvers or two apprentices and three improvers to every three or fraction of three workers receiving not less than 81s. per week of 44 hours.

OTHER EMPLOYEES.				Wages per week of 44 Hours. s. d.
Stamper who puts in die and makes force	108 0
Repairers	108 0
Maker-up	108 0
Metal spinner setting up and making his own dies	103 0
Other spinners	93 0
Die setters	93 0
Drop hammer stampers (other than those who put in die and make force)	91 0
Press operators (heavy)	89 0
Press operators (light)	89 0
Pickler who prepares and maintains acid baths	89 0
Hand blanker	89 0
All others	81 0

SPECIAL RATES.

(4) In addition to the wages prescribed in clause (3) hereof the following special rates and allowances shall be paid:—

- (a) Leading hands in charge of not less than 3 and not more than 10 employees, including apprentices, 6s. per week extra; more than 10 and not more than 20, including apprentices, 12s. per week extra; more than 20, including apprentices, 18s. per week extra.
- (b) Working in wet places—1½d. per hour extra.
- (c) Compensation to the extent of damage sustained shall be made for work in which clothing or tools are damaged or destroyed by the use of acids.
- (d) Where more than one of the disabilities entitling a workman to extra rates exist on the same job the employer shall be bound to pay only one rate, namely, the highest for the disabilities so prevailing.

HOURS OF EMPLOYMENT.

(5) With the exceptions herein set out the ordinary hours of employment shall be 44 per week, to be worked in five days of 8 hours and one day (Saturday) of 4 hours, or five days of 8 hours 48 minutes each, continuously except for meal hour breaks at the discretion of the employer between 7 a.m. and 5.30 p.m. on Monday to Friday inclusive, and 7 a.m. to noon on Saturday: Provided that the spread of hours herein prescribed may be altered by mutual agreement between an employer and his employees.

By agreement between any employer and his employees ordinary hours may be worked on the basis of 88 per fortnight with one week of 40 and one of 48 hours.

SHIFT WORK.

Continuous Work Shifts.

(6) (a) For the purposes of this clause, the expression "Continuous Work" means work carried on with consecutive shifts of men throughout the twenty-four hours of each of at least six consecutive days without interruption except during breakdowns or meal breaks (if any).

(b) Employees working on continuous work shifts shall work thereon such number of shifts up to six per week as may be required; no such shift to exceed 8 hours inclusive of meal breaks (if any) nor to be discontinuous except for meal breaks (if any).

(c) The ordinary hours of actual work or duty exclusive of meal breaks off duty (if any) of employees working on continuous work shifts shall not exceed—

- (i) 8 in any one day; nor
- (ii) 48 in any one week; nor
- (iii) an average of 44 per week during the period of employment upon such shifts; nor
- (iv) such average reduced to 42 hours 5 minutes if such shifts include Sunday shifts; nor
- (v) a total of 176 hours during any four weeks of the period of employment upon such shifts; nor
- (vi) such total reduced to 172 hours 20 minutes during any such four weeks if such shifts include Sunday shifts.

Provided that such average and total shall not be so reduced to 43 hours 5 minutes and 172 hours 20 minutes if the employees on such shifts are for each ordinary hour worked thereon by them paid in the case of weekly employees at the rate of one forty-third (1/43) of the prescribed weekly wage, and in the case of hourly employees, at the rate of forty-four forty-thirds (44/43) of the prescribed rate for such employees which payments the employer shall have the option of making; nor shall they be so reduced if, in addition to other holidays (if any) to be given under this Determination to such employees, such employees are given in each year, one week's holiday on full pay, which week's holiday the employer shall have the option of giving.

(d) For all time of duty outside the limits of the ordinary hours prescribed in sub-clause (c) hereof, an employee on continuous work shift shall be paid at double rates. But this shall not apply to arrangements between employees themselves or in cases due to rotation of shift, or when the relief does not come on duty at the proper time: Provided that where not less than eight hours' notice has been given to the employer by the employee that he will be absent from work, and the employee whom he should relieve is not relieved, such unrelieved employee shall be paid time and a half for all time of duty after he has finished his ordinary shift.

(e) Employees on continuous work shifts, working afternoon and night shifts, shall be paid 5 per cent. more than ordinary rates for such shifts.

(f) Employees on continuous work shifts, working any Sunday or holiday shift, shall be paid at the rate of time and a half for such shift.

Shift Work in other than Continuous Work.

(g) In shift work, not upon continuous work as herein defined, any afternoon or night shift which does not continue for five successive working nights or more in a five-day workshop, or six successive working nights or more in a six-day work shop, shall be paid for at the rate of time and a half.

(h) Except as hereinafter provided for any afternoon or night shift which has been in operation for five nights or more and less than one month 10 per cent. more than ordinary rates shall be paid and after such shifts have continued for more than one month 7½ per cent. more than ordinary rates shall be paid.

(i) (i) Shift workers shall be paid overtime at the rate of time and a half for the first four hours and double time thereafter for all time worked in excess of shift hours.

(ii) Employees who, during a period of engagement, work only on night shifts shall be paid at the rate of time and a quarter.

(iii) When employees are called on to work afternoon and night shifts only they shall change over week and week about, and shall be paid 10 per cent. above ordinary rates for both shifts.

Where men work day and afternoon shifts only they shall change over week and week about, and shall be paid 10 per cent. extra for afternoon shifts.

MIXED FUNCTIONS.

(7) An employee engaged for more than half of one day or shift on duties carrying a higher rate than his ordinary classification, shall be paid the higher rate for such day or shift. If for less than half of one day or shift he shall be paid the higher rate for the time so worked.

OVERTIME.

(8) (a) For all work done outside ordinary hours the rates of wages shall be time and a half for the first 4 hours and double time thereafter, such double time to continue to be paid until an employee has been relieved from work for at least 8 hours. Provided that an employee shall not be entitled to payment for such rest period.

(b) Except as provided above in computing overtime each day's work shall stand alone.

(c) An employee recalled after leaving his workshop to work overtime shall be paid for a minimum of three hours' work at the appropriate rate.

(d) An employee occasionally required to hold himself in readiness to work after ordinary hours shall until released be paid standing by time at ordinary rates from the time from which he is so to hold himself in readiness. But any custom now prevailing under which an employee is required regularly to hold himself in readiness for a call back shall continue.

(e) An employee (other than on shift) who has worked up to or beyond midnight shall not be bound to continue work on the following day.

(f) As far as practicable employees shall not work overtime while competent labour is available.

(g) For work done during meal hours and thereafter until a meal hour break is allowed time and a half rates shall be paid. An employee shall not be compelled to work for more than six hours without a break for a meal.

(h) An employee working overtime shall be allowed a crib time of twenty minutes without deduction of pay after each 4 hours of work, but this provision shall not prevent any arrangement being made for the taking of a longer meal period without pay.

(i) Before starting overtime after working ordinary hours a meal break of at least 45 minutes shall be allowed, unless the period of overtime is less than one and a half hours.

An employer and his employee may mutually agree to any variation of this sub-clause to meet the circumstances of the work in hand.

(j) An employee required to work overtime for more than 2 hours without being notified the day before that he will be so required to work, shall either be supplied with a meal by the employer or paid 1s. 6d., or if work extends into a second meal hour 2s. 6d. for the two meals, but such payment need not be made to employees living in the same locality as their work-shop who can reasonably return home for meals.

If an employee pursuant to notice has provided a meal or meals and is not required to work overtime he shall be paid for each meal so provided.

(k) Subject to the provisions of the second part of the sub-clause (g) of this clause an employee shall work during meal breaks at the ordinary rates herein prescribed whenever instructed so to do for the purpose of making good break-downs of plant or upon routine maintenance of plant which can only be done while such plant is idle.

(l) When an employee, working overtime, finishes work at a time when reasonable means of transport is not available, the employer shall provide him with a conveyance or pay him his current wage for the time occupied in reaching his home.

HOLIDAYS AND SUNDAY WORK.

(9) (a) Employees shall be entitled to the following public holidays (without pay except as hereinafter provided):—New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, King's Birthday, Labour Day, Anzac Day, Christmas Day, and Boxing Day, or such other day as is generally observed in the locality as a substitute for any of the said days respectively.

Exceptions.

By agreement between any employer and his employees, other holidays may be substituted for the said days or any of them as to such employer's undertaking.

(b) Employees not engaged in continuous work shall be paid at the rate of double ordinary time for work done on Sundays and public holidays, such double time to continue until the employee has been relieved from duty for at least 8 hours. Provided that the employee shall not be paid for the time he is resting.

Provided that employees engaged in repairs to or renewals of their employer's plant and machinery necessary for resumption of work the next following working day or for maintaining the continuity of electric light and power (not including the installation of new machinery) shall on holidays or Sundays be paid at the rate of time and a half.

(c) Employees, other than on shift or engaged in maintaining the continuity of electric light and power, required to work on Sundays or public holidays shall be paid for a minimum of 3 hours' work.

PIECWORK RATES.

(10) Subject to the minimum wages herein prescribed an employer may remunerate any of his employees under any system of payment by results.

EXTRA RATES NOT CUMULATIVE.

(11) Extra rates in this Determination, including rates prescribed in clause (4) are not cumulative so as to exceed the maximum of double the ordinary rates.

PAYMENT OF WAGES.

(12) (a) Wages shall be paid weekly or fortnightly. Where the services of an employee are dispensed with, wages shall be paid to him on the day of dismissal or forwarded to him by post on the day following.

(b) An employee kept waiting for his wages on pay day for more than a quarter of an hour after the usual time for ceasing work shall be paid at overtime rates after that quarter-hour, with a minimum of a quarter of an hour.

CONTRACT OF EMPLOYMENT.

(13) (a) With the exceptions hereinafter stated, employment may be by the week or by the hour. If by the week it shall be terminable on either side by one week's notice given on any day or (if the employer terminate it without such notice), by payment of one week's wages.

A contract for weekly employment may be terminated by any employer, without liability to pay for more than time actually worked, for misconduct or for absence from work without reasonable excuse.

If an employee engaged by the week absents himself from duty, except on public holidays or for days for which he produces a certificate from a medical practitioner or other proof satisfactory to his employer of sickness (aggregating 4 days' sickness in each year), a sum proportionate to his time of absence may be deducted from his pay, i.e., one-sixth of the weekly wage for each day of absence, including Saturday in shops working six days and one-fifth in shops working five days per week: Provided that only time actually lost shall be deducted when an employee is absent with leave on a Saturday.

(b) If the contract of employment is for hourly hiring, the total amount of the rates prescribed in clause (3) hereof shall be increased by 5s. per week (with a proportionate amount added to the wages of juniors), but such amount shall not be taken into account in computing overtime, Sunday, and holiday rates.

(c) An employee starting work on hourly hiring shall be entitled to a minimum of four consecutive hours' work or to four hours' pay for the job—such hours may be deemed to be consecutive if worked in ordinary hours at the end of a day and the beginning of the next succeeding day.

MISCELLANEOUS PROVISIONS.

(14) (a) Tools.—The employer shall provide for each employee all necessary tools, including micrometer, where used, but excluding other measuring or precision tools less than 13". The employee shall replace or pay for any tools so provided if lost through his negligence.

(b) Employers shall provide proper washing and sanitary conveniences. In any workshop in which employees through a shop steward or committee ask for the provision of lockers and shower baths and an undertaking is given that the baths provided will be used by the majority of the workmen and that the baths and lockers will be properly cared for, a locker shall be installed by the employer for each workman, and hot and cold shower baths (away from lavatories) for all workmen employed in foundries.

(c) Suitable asbestos sheet and coloured glasses shall be provided by employers for the protection of electric arc and oxy-acetylene operators and their assistants, and suitable mica or other goggles for emery wheel operators.

SHOP STEWARDS.

(15) Shop stewards appointed by employees in each workshop shall be allowed the necessary time during working hours to interview the employer or his representative on matters affecting employees whom they represent.

TIME AND WAGES BOOK.

(16) Each employer shall keep a time and wages book showing the name of each employee and his occupation, the hours worked each day, and the wages and allowances paid each week.

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

DEFINITIONS.

(17) "Year" means 365 consecutive days, starting from the 19th July each year.

"Shift work"—afternoon shift means any shift finishing after 6 p.m. and at or before midnight. Night shift means any shift finishing subsequent to midnight and at or before 8 a.m.

"Sunday" means all time between midnight Saturday and midnight Sunday.

"Wet place" means a place in which water is continually dripping from overhead to such an extent as to saturate the clothing of a workman, or a place where water accumulates underfoot to a depth exceeding 2 inches.

PERIODICAL ADJUSTMENT OF WAGES.

(18) The wages rates set out in clause (3) are based upon the following basic wage and, pursuant to and in accordance with the provisions of section 21 of the *Factories and Shops Act 1934*, this Board hereby determines that such rates shall be automatically increased or decreased by the same amount, and at the same time as such basic wage. Provided that the wages of apprentices and improvers in receipt of 20s. per week or more shall be adjusted proportionately to adjustments of the basic wage such adjustments to be to the nearest 3d., half or less than half of 3d. to be disregarded.

The basic wage shown hereunder shall be adjusted as prescribed in clause (19) :—

Basic Wage.

Place.	Basic Wage.	Index Number Set Assigned.
	£ s. d.	
Within the area to which this Determination applies	3 15 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

(19) (a) For work done before the beginning of the first pay period to commence in September, 1939, the amount of the basic wage prescribed in clause (18) shall be paid.

(b) For work done during each future successive period beginning with the first pay period to commence in a September, a December, a March, or a June, the amount of the basic wage shall be adjusted by the following method according to the position and fluctuations (if any) of the Commonwealth Statistician's "All Items" retail price index numbers.

For the purposes of this Determination the expression "Commonwealth Statistician's retail price index numbers" or any like expression means the numbers stated to be such index numbers in any document purporting, and not proved to be wrongly so purporting, to be printed by the Commonwealth Government Printer or to be signed by or on behalf of the Commonwealth Statistician :—

- (1) The index number set to be applied is that assigned to Melbourne.
- (2) The index number for the calendar quarter next preceding the period of thirteen weeks for which the adjustment is made to be ascertained.
- (3) The amount assigned in the following table (or in any extension thereof) to the index number division comprising that number is to be ascertained.
- (4) The basic wage shall be of that assigned amount during such successive period.

Table.

Index Number Divisions.	Basic Wage.	Index Number Divisions.	Basic Wage.
	£ s. d.		£ s. d.
735-746	3 0 0	859-870	3 10 0
747-759	3 1 0	871-882	3 11 0
760-771	3 2 0	883-895	3 12 0
772-783	3 3 0	896-907	3 13 0
784-796	3 4 0	908-919	3 14 0
797-808	3 5 0	920-932	3 15 0
809-820	3 6 0	933-944	3 16 0
821-833	3 7 0	945-956	3 17 0
834-845	3 8 0	957-969	3 18 0
846-858	3 9 0	970-981	3 19 0

Melbourne 15th May, 1939

RAY H. BEERS, P.M., Chairman.

R. DUFFY, Secretary.



VICTORIA GOVERNMENT GAZETTE.

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No. 205]

FRIDAY, JUNE 23.

[1939

Factories and Shops Acts.

DETERMINATION OF THE CARRIAGE BOARD.

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

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

I, FRANCIS ANTHONY MARZORINI, in pursuance of the powers contained in the *Factories and Shops Acts* and in consequence of the provisions contained in a determination made on the 26th October, 1937, by the Carriage Board, and published in the *Government Gazette* on the 24th November, 1937, hereby issue an adjusted determination showing the adjusted wages rates to be paid, as from the beginning of the first pay period to commence in June, 1939, to any person or persons or classes of persons employed either inside or outside a factory or work-room in the process, trade or business connected with or incidental to the manufacturing, making, or repairing of—(a) carriages, carts and other vehicles (other than perambulators) or any part or parts thereof, such as the ironwork or bodies, hoods, cushions, springs, axles, wheels, tires, rims, hubs, or spokes; (b) motor car bodies, or any part or parts thereof, such as the hoods or cushions; (c) tram cars or any part or parts thereof, such as the ironwork or bodies, cushions, springs, axles, wheels, tires, rims, hubs, or spokes; (d) motor cycle side-car bodies, or any part or parts thereof, such as the hoods or cushions; (e) aircraft :—

(1)

	DAY SHIFT.			
	Wages per Week of 44 Hours.			
	Within a radius of 20 miles of G.P.O. Melbourne; 10 miles of the Geelong and Warrnambool Post Offices; 5 miles of Chief Post Office at Mildura; and the Gippsland District.	* Plus Weekly Allowance in lieu of Payment for Holidays and Absence through Sickness.	All other parts of Victoria.	* Plus Weekly Allowance in lieu of Payment for Holidays and Absence through Sickness.
MALES.	(A ¹)	(B ¹)	(A ²)	(B ²)
<i>Development, Tool Room, and Maintenance Sections.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
Aero mechanic required to hold "A" and "B" certificates ..	121 0	5 11	118 0	5 9
Aero mechanic required to hold "B" and "C" certificates ..	111 0	5 5	108 0	5 3
Aero mechanic not required to hold any certificate or only "C" certificate ..	108 0	5 3	105 0	5 2
Patternmaker ..	120 0	5 10	117 0	5 9
Toolmaker, tool hardener, and diemaker (in wood or metal) ..	117 0	5 9	114 0	5 7
Die tester and/or adjuster (making necessary adjustments before handing to manufacturing shop) ..	114 0	5 7	111 0	5 5
Tradesman, the greater part of whose time is occupied marking off ..	111 0	5 5	108 0	5 3
Tradesman turner and/or fitter, jigmaker in wood or metal, electrical fitter, tradesman brass finisher, jobbing moulder, jobbing coremaker	111 0	5 5	108 0	5 3
Pipe fitter (a) on high-pressure work, i.e., live steam and/or hydraulic press-work ..	111 0	5 5	108 0	5 3

* (See Clause 9 (c) for method of calculation.)

The margin for skill for any one of the above classifications is ascertained by subtracting from the rate prescribed for same in Columns A¹ or A², as the case may be, the rate for "All others" (Miscellaneous Employees) in the same column.

No. 205.—7386/39.

	DAY SHIFT.			
	Wages per Week of 44 Hours.			
	Within a radius of 20 miles of G.P.O., Melbourne; 10 miles of the Geelong and Warrnambool Post Office; 5 miles of Chief Post Office at Mildura; and the Gippsland District.	* Plus Weekly Allowance in lieu of Payment for Holidays and Absence through Sickness.	All other parts of Victoria.	* Plus Weekly Allowance in lieu of Payment for Holidays and Absence through Sickness.
MALES—continued.	(A ¹)	(B ¹)	(A ²)	(B ²)
	s. d.	s. d.	s. d.	s. d.
<i>Development, Tool Room, and Maintenance Section—continued.</i>				
(b) On low-pressure work	101 0	4 11	98 0	4 10
Plate or machine moulders and/or coremakers—				
1st six months' experience	90 0	4 5	87 0	4 3
2nd six months' experience	93 0	4 7	90 0	4 5
3rd six months' experience	96 0	4 8	93 0	4 7
After two years' experience	101 0	4 11	98 0	4 10
Template maker	115 0	5 8	112 0	5 6
First-class welder	114 0	5 7	111 0	5 5
Second-class welder	103 0	5 0	100 0	4 11
Third-class welder	95 0	4 8	92 0	4 6
Fourth-class welder	90 6	4 5	87 6	4 3
Electrical mechanic, motor mechanic, motor tuner and tester, and die setter	108 0	5 3	105 0	5 2
First-class machinist in metal	111 0	5 5	108 0	5 3
Second-class machinist in metal	101 0	4 11	98 0	4 10
Third-class machinist in metal	95 0	4 8	92 0	4 6
Ironworker directly assisting tradesman including ironworker assisting pipe fitter on high-pressure, live steam and/or hydraulic	90 0	4 5	87 0	4 3
<i>Body-making Section.</i>				
First-class body maker	111 0	5 5	108 0	5 3
Second-class body maker	108 0	5 3	105 0	5 2
Metal panel worker and/or dent knocker, press die setter, solderer "on the line," assembler of bodies or parts of bodies "on the line"	108 0	5 3	105 0	5 2
Assembler (other than process worker as defined) when not "on the line"	103 0	5 0	100 0	4 11
First-class machinist	111 0	5 5	108 0	5 3
Second-class machinist	101 0	4 11	98 0	4 10
Third-class machinist	95 0	4 8	92 0	4 6
Oxy and electric welder working in conjunction with any of the preceding workmen "on the line"	101 0	4 11	98 0	4 10
Other oxy and electric welders	99 0	4 10	96 0	4 8
Metal panel fixer	96 0	4 8	93 0	4 7
Driller and/or borer (not using jigs)	95 0	4 8	92 0	4 6
Driller and/or borer (using jigs)	90 6	4 5	87 6	4 3
<i>Panel Section.</i>				
First-class panel beater	111 0	5 5	108 0	5 3
Second-class panel beater, metal panel worker	108 0	5 3	105 0	5 2
Solderer, assembler (other than process worker as defined) air hammer operator	103 0	5 0	100 0	4 11
Toledo press operator over 400 tons pressure	102 0	5 0	99 0	4 10
Press operator (heavy)	102 0	5 0	99 0	4 10
Press operator (light)	94 0	4 7	91 0	4 5
Oxy-acetylene and electric welder	99 0	4 10	96 0	4 8
Electric butt and spot welder, stretching machine operator, guillotine machinist, folding machine operator, rotary shearing machinist, windscreen assembler	96 0	4 8	93 0	4 7
Other panel machinists	95 0	4 8	92 0	4 6
Driller (not using jigs)	92 6	4 6	89 6	4 5
Driller (using jigs)	88 0	4 4	85 0	4 2
Tubemaker	92 6	4 6	89 6	4 5
Emery grinder, grinder and/or buffer (metal)	90 6	4 5	87 6	4 3
Grinder and/or buffer (using portable machine)	95 0	4 8	92 0	4 6
Metal band sawyer	98 0	4 10	95 0	4 8
Panel edge turner	101 0	4 11	98 0	4 10
Rotary buffer operator—				
(a) While doing dent-knocking	108 0	5 3	105 0	5 2
(b) While not doing dent-knocking	95 0	4 8	92 0	4 6

* (See Clause 9 (c) for method of calculation.)

The margin for skill for any one of the above classifications is ascertained by subtracting from the rate prescribed for same in Column A¹ or A² as the case may be, the rate for "All others" (Miscellaneous Employees) in the same column.

	DAY SHIFT.			
	Wages per Week of 44 Hours.			
	Within a radius of 20 miles of G.P.O., Melbourne; 10 miles of the Geelong and Warrnambool Post Offices; 5 miles of Chief Post Office at Mildura; and the Gippsland District.	* Plus Weekly Allowance in lieu of Payment for Holidays and Absence through Sickness.	All other parts of Victoria.	* Plus Weekly Allowance in lieu of Payment for Holidays and Absence through Sickness.
MALES—continued.				
Smithing Section.				
	(A ¹) s. d.	(B ¹) s. d.	(A ²) s. d.	(B ²) s. d.
Smith	112 0	5 6	100 0	5 4
Axle maker, axle turner, spring fitter, laminated spring maker ..	111 0	5 5	108 0	5 3
First-class machinist (metal)	111 0	5 5	108 0	5 3
Second-class machinist (metal)	101 0	4 11	98 0	4 10
Third-class machinist (metal)	95 0	4 8	92 0	4 6
Rivetter on motor truck or waggon body	108 0	5 3	105 0	5 2
Cushion spring maker (by hand), spiral spring maker (by hand), machine setter up, furnace brazier	101 6	4 11	98 6	4 10
Bulldozer operator—				
(a) Setting up machines	101 6	4 11	98 6	4 10
(b) Not setting up machines	95 0	4 8	92 0	4 6
Drop hammer smith—				
(a) When dies are not used	112 0	5 6	109 0	5 4
(b) When dies are used	95 0	4 8	92 0	4 6
Cold setter	98 0	4 10	95 0	4 8
Grinder and/or buffer using portable machine	95 0	4 8	92 0	4 6
Garnish mould finisher	100 0	4 11	97 0	4 9
Cushion and squab spring assembler and frame operative, electric stove attendant	96 0	4 8	93 0	4 7
Vyceman, benders and/or shapers of garnish moulding (not being process workers as defined) who are required to change dies and/or do bench work, furnaceman, driller and/or borer (not using jigs) ..	95 0	4 8	92 0	4 6
Driller and/or borer (using jigs), spring service worker	90 6	4 5	87 6	4 3
Drop-hammer stamper, emery grinder; steam, pneumatic, or other power-hammer driver; grinder and/or buffer, screwer and/or tapper ..	90 6	4 5	87 6	4 3
Striker	90 0	4 5	87 0	4 3
Painting Section.				
Writer	111 0	5 5	108 0	5 3
Coach painter with brush, liner, enameller in colours and/or varnisher (finishing coat brush), spray painter (on coats other than priming) ..	108 0	5 3	105 0	5 2
Spotter and/or toucher up, ducol polisher (using buffers)	101 0	4 11	98 0	4 10
Stopper up	99 0	4 10	96 0	4 8
Transfer grainer	98 0	4 10	95 0	4 8
Acid washer, wet rubber and/or polisher	95 0	4 8	92 0	4 6
Brush or spray painters on floors, under-carriages and gear; bow socket enameller	92 6	4 6	89 6	4 5
Spray painter (on priming only)	100 0	4 11	97 0	4 9
Dipper and hanger	89 0	4 4	86 0	4 3
Painter's labourer	87 0	4 3	84 0	4 0
Trimming Section.				
Tradesman trimmer (including cutter by hand), squab and/or cushion maker	108 0	5 3	105 0	5 2
Electric machine cutter	103 0	5 0	100 0	4 11
Sectional trimmer (as defined)	99 0	4 10	96 0	4 8
Marker out or scriber using patterns or templates, pleat stuffer (male adult)	94 0	4 7	91 0	4 5
Strap maker	95 0	4 8	92 0	4 6
Paster (male adult)—				
First year's experience	93 0	4 7	90 0	4 5
Second year's experience	95 0	4 8	92 0	4 6
Third year's experience and thereafter	97 0	4 9	94 0	4 7
Band and/or jig sawer, air hammer operator, skiving machinist, sewing machinist (male adult), camachine operator (male adult), and other machinists not classed as process worker and assembler (male adult) not using tradesman's tools	95 0	4 8	92 0	4 6
Woodmill Section.				
Saw doctor	114 0	5 7	111 0	5 5
First-class wood machinist (as defined)	105 0	5 2	102 0	5 0
Second-class wood machinist (as defined)	101 0	4 11	98 0	4 10
Assembler (without use of jigs)	105 0	5 2	102 0	5 0
Assembler (with use of jigs)	101 0	4 11	98 0	4 10
Sand-paper and emery machinist	91 0	4 5	88 0	4 4
Timber stacker, timber kiln attendant	87 0	4 3	84 0	4 0

* (See Clause 9 (c) for method of calculation.)

The margin for skill for any one of the above classifications is ascertained by subtracting from the rate prescribed for same in Columns A¹ or A², as the case may be, the rate for "All others" (Miscellaneous Employees) in the same column.

	DAY SHIFT.			
	Wages per Week of 44 Hours.			
	Within a radius of 20 miles of G.P.O. Melbourne; 10 miles of the Geelong and Warrnambool Post Offices; 5 miles of Chief Post Office at Mildura; and the Gippsland District.	* Plus Weekly Allowance in lieu of Payment for Holidays and Absence through Sickness.	All other parts of Victoria.	* Plus Weekly Allowance in lieu of Payment for Holidays and Absence through Sickness.
MALES—continued	(A ¹) s. d.	(B ¹) s. d.	(A ²) s. d.	(B ²) s. d.
<i>Glass Section.</i>				
Plate-glass cutter, plate-glass beveller, plate-glass driller	105 0	5 2	102 0	5 0
Plate-glass grinder	92 6	4 6	80 6	4 5
Assembler of prepared parts (not coming within the definition of process worker)	98 0	4 10	95 0	4 8
<i>Chassis Assembling Section.</i>				
Motor mechanic	108 0	5 3	105 0	5 2
Petrol tank operative	97 0	4 9	94 0	4 7
Chassis assembler and/or wiper	96 0	4 8	93 0	4 7
Assembler of chassis parts independently of main assembly, body mounter	95 0	4 8	92 0	4 6
Rivetter, tire fitter	92 6	4 6	89 6	4 5
Driver of chassis	88 0	4 4	85 0	4 2
Labourer assisting without using tools	85 0	4 2	82 0	4 0
<i>Horse-drawn Vehicle Section.</i>				
Wheelwright and wheelmaker, signwriter, grainer, axle turner, and axle maker	105 0	5 2	102 0	5 0
Spoke throater, spoke planer, spoke tenoner, spoke lather, nave turner, timber bender	101 0	4 11	98 0	4 10
Nave mortice and boring machinist	91 0	4 5	88 0	4 4
(All other classifications as prescribed for in other sections.)				
<i>Rolling-stock Section.</i>				
Body maker, wheel turner	111 0	5 5	108 0	5 3
Wheel grinder, pitman	101 6	4 11	98 6	4 10
(All other classifications as prescribed for in other sections.)				
<i>Miscellaneous Employees.</i>				
Operator of tractor with or without trailers	96 0	4 8	93 0	4 6
Case maker	92 6	4 6	89 6	4 5
Die-casting machine operative	95 0	4 8	92 0	4 6
Case repairer	88 0	4 4	85 0	4 2
Process worker (as defined) in all sections	88 0	4 4	85 0	4 2
All others in all sections	81 0	4 0	78 0	3 10
Leading hand—all sections (see Clause 15).				

* (See Clause 9 (c) for method of calculation.)

The margin for skill for any one of the above classifications is ascertained by subtracting from the rate prescribed for same in Columns A¹ or A², as the case may be, the rate for "All others" (Miscellaneous Employees) in the same column.

(a) The minimum rates to be paid to female machinists shall be at the rate of—

	Per Week of 44 Hours.	Plus Weekly Allowance in lieu of Payment for Holidays and Absence through Sickness in Accordance with Table Below.	
	£ s. d.	s. d.	s. d.
First six months (without previous experience)	1 8 4		
Second six months	1 19 10		
Third six months	2 6 2		
Thereafter	2 14 7		
(b) The rates for females engaged in the cushion and squab springs and frame department on the following classes of work—working or attending the following machines, knotting U. and S. metal, clip-wire cutting, foot power closing, bending, power press, electric welding: also assembling, placing springs in frames ready for closing (in form), placing and fixing clips and cross stay wires, shall be per week of 44 hours—		28 4	1 5
For the first six months	1 8 4	39 10	1 11
For the second six months	1 19 10	46 2	2 2
Thereafter	2 14 7	54 7	2 7

APPRENTICES.

(A form of Indenture prescribed by the Board was approved on 30th November, 1936.)

(2) (i) Minors may be taken as indentured apprentices to one or more of the trades of—

- (a) Body-making, seat-making, wheel-making and wheelwrighting in wood and/or metal.
- (b) Smithing, including coachsmithing, spring-making and spring fitting, wheelwright smithing and general smithing.
- (c) Painting (coach).
- (d) Trimming.
- (e) Axle-making.
- (f) Wood-turning and woodwork machining.
- (g) Panel-working, including panel beating, sheet metal working and welding.
- (h) Motor body die and tool making.
- (i) Fitting and turning. Metal machining.
- (j) Pattern making.
- (k) Motor mechanic.
- (l) Aircraft making.
- (m) Saw doctoring.
- (n) Electrical fitting.
- (o) Electrical mechanic.

(ii) The proportion of apprentices that may be taken by any employer shall be one to three or fraction of three tradesmen in each section of the industry. (See XIV. below; also (3) (c) (7)).

The number of tradesmen shall be deemed to be the average number working during the immediately preceding six months, and in ascertaining such proportion an employer actually working in any workshop shall be deemed to be a tradesman.

(iii) The periods of apprenticeship shall be as follows:—

If the apprentice when articulated is under the age of 17, five years; if over the age of 17, four or five years at the option of the contracting parties.

(iv) Minors may be taken on probation for three months, and if apprenticed such three months shall count as part of their period of apprenticeship.

(v) Until further order any contract of apprenticeship hereafter made may contain the following provision:—

If through lack of orders or through financial difficulties the employer is unable at any time to find employment and training for an apprentice, and if a transfer to another employer cannot be arranged, the obligations and duties imposed by the indenture may with the concurrence of the apprentice and his guardian be suspended for a period agreed upon, or if no such agreement is arrived at may be cancelled by the employer. The onus of proof of circumstances justifying such cancellation shall be on the employer.

(vi)—

WAGES.

	Per Week of 44 Hours.
(vi) (a) For apprentices working under indentures entered into prior to 16th December, 1935—	s. d.
Five-year terms—	
First year	13 0
Second year	18 0
Third year	23 6
Fourth year	34 6
Fifth year	47 0
Four-year terms—when the apprentice enters or has entered his apprenticeship after reaching the age of 17 years—	
First year	18 0
Second year	23 6
Third year	34 6
Fourth year	47 0
(vi) (b) Other apprentices—	
Five-year terms—	
First year	15 0
Second year	21 6
Third year	36 0
Fourth year	59 0
Fifth year	73 6
Four-year terms—when the apprentice enters or has entered his apprenticeship after reaching the age of 17 years—	
First year	18 0
Second year	35 0
Third year	59 0
Fourth year	73 6

(c) Notwithstanding anything elsewhere in this Determination contained, where an apprentice is under the age of 21 years on the expiry of his apprenticeship, he shall be paid four-fifths of the tradesman's time wage until reaching the age of 21 years.

(d) All wages shall be paid without deduction for specified holidays or for unavoidable absences through sickness certified as in clause 9 (c) to the number of four days per annum.

(vii) The ordinary hours of employment of apprentices shall be the same in each workshop as those of journeymen.

(viii) Where practicable, no apprentice under the age of 18 years shall be required to work overtime.

(ix) No apprentice shall work under any system of payment by results.

(x) Any apprentice who cannot complete his full term of apprenticeship before reaching his twenty-second birthday may, by agreement with his employer, serve as an apprentice until he reaches the age of 23 years.

(xi) The apprentice at the end of the calendar period of any year in which he has actually given service to the employer upon less than the ordinary working days prescribed in this Determination, or in which he has unlawfully absented himself without the employer's consent shall, for every day short of the said number of working days, and for every day of such absence, serve one day, and the calendar period of the succeeding year of his service shall not be deemed to begin until the said additional day or days shall have been served.

(xii) No employer shall, either directly or indirectly, or by any pretence or device, receive from any person or require or permit any person to pay or give any consideration in the nature of a premium or bonus for the taking or binding of any probationer or apprentice.

(xiii) Apprentices attending technical colleges or schools and presenting reports of satisfactory conduct shall be reimbursed at fees paid by them.

(xiv) A person who is for a term not exceeding two years taking practical training in a workshop in continuance of a course of training for professional work shall not be taken into account in calculating the proportion of apprentices to journeymen.

MALE JUNIOR WORKERS.

(3) (a) Unapprenticed male junior workers may be employed in any occupation covered by this Determination, and shall be paid, per week of 44 hours, on the basis of age plus experience, as indicated in clauses (c) (1) and (c) (2) hereunder, as follows:—

Commencing Age.	With No Experience.	With Full Years of Experience as under—						Plus Weekly Allowance in lieu of Payment for Holidays and Absence through Sickness, in Accordance with Table below.			
		1.	2.	3.	4.	5.	6.				
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
14-15 years ..	17 6	21 3	28 0	35 0	42 6	52 0	63 6	17 6 ..	0 10	34 9 ..	1 8
15-16 ..	17 6	24 9	31 6	38 6	46 0	54 0	..	21 0 ..	1 0	35 0 ..	1 8
16-17 ..	21 0	27 9	35 0	42 0	51 6	21 3 ..	1 0	38 3 ..	1 10
17-18 ..	24 6	31 3	38 6	45 6	24 6 ..	1 2	38 6 ..	1 10
18-19 ..	27 6	34 9	42 0	24 9 ..	1 2	42 0 ..	2 0
19-20 ..	31 0	38 3	27 6 ..	1 4	42 6 ..	2 0
20-21 ..	34 6	27 9 ..	1 4	45 6 ..	2 2
								28 0 ..	1 4	46 0 ..	2 2
								31 0 ..	1 6	51 6 ..	2 5
								31 3 ..	1 6	52 0 ..	2 6
								31 6 ..	1 6	54 0 ..	2 7
								34 6 ..	1 8	63 6 ..	3 0

(b) Unapprenticed male juniors under 18 years of age assisting at furnaces shall be paid 3s. per week in addition to the above rates.

(c) (1) Change of wage rates shall be made once each year and shall be payable as from the beginning of the first pay period after the birthday of the employee concerned.

(2) Completed years of experience only to be taken into account when rate is changed.

(3) Employee to furnish proof of age by means of birth certificate or sworn declaration by parent or guardian.

(4) Employee to prove experience by written statement made by previous employers in the coachbuilding industry.

(5) Employee to receive a length of service record card on leaving the employment of any one employer.

(6) For the purpose of this clause experience shall mean any form of employment in any branch of the industry covered by this Determination.

(7) The proportion of male juniors that may be employed by any employer shall be one junior (whether he be an indentured apprentice, or an unapprenticed male junior) to every three male adults employed in the shop or factory. (See clause (2) (ii).)

HOURS OF EMPLOYMENT.

(4) (a) With the exceptions herein set out, the ordinary hours of employment shall be 44 per week, to be worked in five days of eight hours each and one day (Saturday) of four hours, or five days of 8 hours 48 minutes each, continuously except for meal hour breaks at the discretion of the employer between 7 a.m. and 5.30 p.m. on Monday to Friday inclusive and 7 a.m. to noon on Saturday; provided that the spread of hours herein prescribed may be altered by mutual agreement between any employer and his employees.

(b) By agreement between any employer and his employees ordinary hours may be worked on the basis of 88 per fortnight with one week of 40 and one of 48 hours.

(c) It shall be optional for the employer to work either the 5 or the 5½ days' week provided that the option once exercised shall only be altered by a week's notice.

SHIFT WORK—CONTINUOUS WORK SHIFTS.

(5) (a) For the purposes of this clause the expression "continuous work" means work carried on with consecutive shifts of men throughout the 24 hours of each of at least six consecutive days without interruption except during breakdowns or meal breaks (if any).

(b) Employees working on continuous work shifts shall work thereon such number of shifts up to six per week as may be required: no such shift to exceed eight hours inclusive of meal breaks (if any) nor to be discontinuous except for meal breaks (if any).

(bb) The ordinary hours of actual work or duty exclusive of meal breaks off duty (if any) of employees working on continuous work shifts shall not exceed—

(i) eight in any one day; nor

(ii) 48 in any one week; nor

(iii) an average of 44 per week during the period of employment upon such shifts; nor

(iv) such average reduced to 43 hours 5 minutes if such shifts include Sunday shifts; nor

(v) a total of 176 hours during any four weeks of the period of employment upon such shifts; nor

(vi) such total reduced to 172 hours 20 minutes during any such four weeks if such shifts include Sunday shifts.

Provided that such average and total shall not be so reduced to 43 hours 5 minutes and 172 hours 20 minutes if the employees on such shifts are for each ordinary hour worked thereon by them paid in the case of weekly employees at the rate of one-forty-third ($\frac{1}{43}$) of the prescribed weekly wage and in the case of hourly employees at the rate of forty-four-forty-thirds ($\frac{44}{43}$) of the prescribed rate for such employees which payments the employer shall have the option of making: nor shall they be so reduced if, in addition to other holidays (if any) to be given under this award to such employees, such employees are given in each year one week's holiday on full pay, which week's holiday the employer shall have the option of giving.

(c) For all time of duty outside the limits of the ordinary hours prescribed in sub-clause (bb) hereof an employee on continuous work shift shall be paid at double rates. But this shall not apply to arrangements between employees themselves or in cases due to rotation of shift or when the relief does not come on duty at the proper time: Provided that where not less than eight hours' notice, has been given to the employer by the employee that he will be absent from work and the employee whom he should relieve is not relieved, such unrelieved employee shall be paid time and a half for all time of duty after he has finished his ordinary shift.

(d) Employees on continuous work shifts working afternoon and night shifts shall be paid 5 per cent. more than ordinary rates for such shifts.

(e) Employees on continuous work shifts working any Sunday or holiday shift shall be paid at the rate of time and a half for such shift.

SHIFT WORK—IN OTHER THAN CONTINUOUS WORK.

(f) In shift work not upon continuous work as herein defined any afternoon or night shift which does not continue for five successive working nights or more in a five-day workshop or six successive working nights or more in a six-day workshop shall be paid for at the rate of time and a half.

(g) For any afternoon or night shift which has been in operation for five nights or more and less than one month, 10 per cent. more than ordinary rates shall be paid and after such shifts have continued for more than one month 5 per cent. more than ordinary rates.

(h) Shift workers shall be paid overtime at the rate of time and a half for the first four hours and double time thereafter for all time worked in excess of shift hours.

(i) Females shall not be allowed to work shift work.

MIXED FUNCTIONS.

(6) An employee engaged for more than half of one day or shift on duties carrying a higher rate than his ordinary classification shall be paid the higher rate for such day or shift. If for less than half of one day or shift he shall be paid the higher rate for the time so worked.

OVERTIME.

(7) (a) For all work done outside ordinary hours the rate of wages shall be time and a half for the first four hours and double time thereafter, such double time to continue to be paid until the employee has been relieved from work for at least eight hours: Provided that an employee shall not be entitled to payment for such rest period.

(b) Except as provided above in computing overtime each day's work shall stand alone.

(c) An employee recalled after leaving his workshop to work overtime shall be paid for a minimum of three hours' work at the appropriate rate.

(d) An employee occasionally required to hold himself in readiness to work after ordinary hours shall until released be paid standing-by time at ordinary rates from the time which he is so told to hold himself in readiness. But any custom now prevailing under which an employee is required regularly to hold himself in readiness for a call back shall continue.

(e) An employee (other than on shift) who has worked up to or beyond midnight shall not be bound to continue work on the following day.

(f) For work done during meal hours and thereafter until a meal hour break is allowed time and a half rates shall be paid. No employee shall be compelled to work for more than six hours without a break for a meal.

(g) An employee working overtime shall be allowed a crib-time of 20 minutes without deduction of pay after each four hours of work, but this provision shall not prevent any arrangement being made for the taking of a longer meal period without pay.

(h) Before starting overtime after working ordinary hours, a break of at least 15 minutes shall be allowed if the period of overtime to be worked is in excess of two hours. An employer and his employees may mutually agree to any variation of this sub-clause to meet the circumstances of the work in hand.

(i) An employee required to work overtime for more than two hours without being notified the day before that he will be so required to work, shall either be supplied with a meal by the employer or paid 1s. 6d., or if the work extends into a second meal hour 2s. 6d. for the two meals, but such payment need not be made to employees living in the same locality as their workshop, who can reasonably return home for meals.

If an employee pursuant to notice has provided a meal or meals, and is not required to work overtime, he shall be paid for each meal so provided.

(j) Subject to the provisions of the second part of (f) of this clause an employee shall work during meal breaks at the ordinary rates herein prescribed whenever instructed so to do for the purpose of making good breakdowns of plant or upon routine maintenance of plant which can only be done while such plant is idle.

(k) When an employee working overtime finishes work at a time when reasonable means of transport is not available, the employer shall provide him with a conveyance or pay him his current wage for the time occupied in reaching his home.

(l) Where overtime is worked on account of a breakdown of plant and/or machinery all overtime shall be paid for at the rate of time and a half.

SUNDAY AND HOLIDAY RATES.

(8) (a) Where an employee works on a Sunday, the work done shall be paid for at the rate of double ordinary time.

(b) Where an employee works on union picnic day, the work done shall be paid for at the rate of double ordinary time.

(c) Where an employee works on any of the holidays (including overtime) specified in clause 9 (b) of this Determination, the work done shall be paid for at the rate of double ordinary time, in addition to the allowance to which the employee on hourly hiring is entitled under clause 13 (d) of this Determination.

HOLIDAYS.

(9) (a) The day on which the Coachmakers' Federation trade union picnic is held shall be a local holiday (without pay if such day is a day other than one mentioned in sub-clause (b) of this clause) in any city or town.

(b) Employees shall be entitled to the following public holidays (without pay except as herein provided):—The days observed as New Year's Day, Australia Day (26th January), Good Friday, Easter Saturday, Easter Monday, King's Birthday, Labour Day (21st April), Anzac Day, Christmas Day, and Boxing Day, or such other day as is generally observed in the locality as a substitute for any of the said days respectively.

(c) If the contract of employment is for hourly hiring, an allowance (clause (1) B¹, B²), calculated as set out hereunder shall be paid to employees in addition to the rates set out in clause (1) A¹, A² of this Determination in respect of the time lost by employees on the ten holidays mentioned in sub-clause (b) of this clause and on account of unavoidable absences from work through sickness (to the number of four days' sickness in each year). Such allowance shall be calculated in the following manner:—The weekly wage rate shall be divided by forty-four (44) and the resultant multiplied by 14 times 8 (14 x 8) and divided by fifty-two (52), the answer to be calculated to the nearest penny. (Clause 1—A² is 3s. less than A¹, and B² is 2d. less than B¹.)

PIECEWORK RATES.

(10) Subject to the minimum wages herein prescribed an employer may remunerate any of his employees under system of payment by results based on rates which will enable workers of average capacity to earn at least 10 per cent. in excess of their hourly or weekly rate.

PAY-DAY.

(11) Employers shall pay all moneys due at least once in each week, and not later than Friday in each week, except where it has been the practice to pay fortnightly. All wages shall be paid in employer's time.

PAYMENT FOR PART WEEK.

(12) An employee, working any portion of a week, shall be paid, on ceasing work, for all time worked during that week.

CONTRACT OF EMPLOYMENT.

(13) (a) With the exceptions hereinafter stated employment may be by the week or by the hour. Unless otherwise specifically agreed, the employment shall be deemed an hourly engagement. If by the week it shall be terminable on either side by one week's notice given on any day or (if the employer terminate it without such notice) by payment of one week's wages.

(b) A contract for weekly employment may be terminated by any employer, without liability to pay for more than time actually worked, for misconduct, or for absence from work without reasonable excuse.

(c) If an employee engaged by the week absents himself from duty, except on the holidays mentioned in clause 9 (b) of this Determination or for days for which he produces a certificate from a medical practitioner or other proof satisfactory to his employer of sickness (aggregating four days' sickness in each year) a sum proportionate to his time of absence may be deducted from his pay, i.e., two-elevenths of the weekly wage for each day of absence, excluding Saturdays in shops working six days and one-fifth in shops working five days per week: Provided that only time actually lost shall be deducted when an employee is absent on a Saturday.

(d) (i) If the contract of employment is for hourly hiring, a weekly allowance calculated as set out in clause 9 (c) of this Determination shall be paid in addition to the total amount of the rates prescribed by clause 1 of this Determination, but such allowance shall not be taken into account in computing any wage rate such as overtime, shift premium, Sunday or holiday rates.

(ii) Such allowance shall be paid irrespective of the time worked by an employee in any one week, except as provided in sub-clause (e) of this clause.

(iii) An allowance calculated as set out in clause 9 (c) of this Determination shall also be paid in addition to the rates prescribed by clause 1 of this Determination for female workers and male junior workers.

(e) An employee engaged on hourly hiring shall be entitled to a minimum of four consecutive hours' work or to four hours' pay for the job—such hours may be deemed to be consecutive if worked in ordinary hours at the end of the day and the beginning of the next succeeding day. But such employee shall not be entitled to the allowance mentioned in sub-clause (d) of this clause unless the period of employment exceeds four hours.

TIME AND WAGES BOOK.

(14) (a) Each employer shall keep a time and wages book showing the name of each employee and his occupation, the hours worked each day, and the wages and allowances paid each week.

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

LEADING HANDS.

(15) Leading hands in charge of 5, but not exceeding 15 employees, shall be paid at the rate of 1s. per day extra. From 16 to 25 employees, 1s. 6d. per day extra, from 26 to 35 employees, 2s. per day extra; and over 36 employees, 2s. 6d. per day extra.

AIRCRAFT MAKING.

(16) Employees engaged in aircraft making (in wood, metal, or other materials) in occupations which are similar to those for which classifications are provided in this Determination, shall be paid the rates prescribed for such classifications.

TRAVELLING TIME.

(17) In the event of an employee being sent during working hours to any place other than his usual place of employment, he shall be allowed travelling time and excess expenses. Such time to be part of the ordinary day's work.

DEFINITIONS.

(18) (a) "Tradesman" means an adult workman who, in the course of his employment, works from drawings or prints required to be scaled, and/or measured from drawings or prints, or makes precision measurements, or applies general trade experience, and includes locksmith and first-class machinist.

(b) "Precision measurements" means measurements of a finer accuracy than is possible with the naked eye from caliper, measuring scale or rule.

(c) "Patternmaker" means a tradesman engaged in the making of both patterns and templates in wood. "Template maker" means a tradesman engaged in the making of templates only.

(d) "Jig-maker" means a tradesman engaged in the making of jigs in wood or metal.

(e) "Toolmaker" means a tradesman making and/or repairing any precision tool, gauge, die or mould to be affixed to any machine, who designs or lays out his work and is responsible for its proper completion.

(f) "First-class machinist" (in metal) means a tradesman who is partly or wholly engaged in setting up and operating the following machines:—Lathe, boring machine, milling machine, planing machine, shaping machine, slotting machine, and grinding machine.

(g) "Second-class machinist" (in metal) means an adult not engaged as a tradesman and who is not required to work from drawings or prints required to be scaled and/or measured from drawings or prints or to make precision measurements, but who is engaged in operating or in the setting up and operating of machines enumerated in the definition of "first-class machinist"; or who is engaged operating a key-seating machine, or a second-class brass finisher or as a pipe fitter on low pressure work.

(h) "Third-class machinist" (in metal) means a machinist, not being a process worker, who operates any machine set up by tradesman or any machine the setting up of which does not require the knowledge or skill of a second-class machinist or any machine other than electric cutters in trim shops used for cutting fabrics.

(i) "First-class wood machinist" (in wood) means a machinist who in the course of his employment is called upon to grind and set knives only or to braze, set, and sharpen band or jig saws and to set and sharpen circular saws or to set up machines operated by other machinists or to grind knives for and to set up and operate one or more of the following machines:—Shapers, spindles, linderman machines, routers, tenoners, sill hinge and other gainer machines and band saws.

(j) "Second-class wood machinist" (in wood) means any machinist called on to set up and operate any other machines, or any circular saw or dimension saw.

(k) "Process worker" means an employee engaged on—

(i) Repetition work on any automatic, semi-automatic or single-purpose machine or any machine fitted with jigs, gauges or other tools rendering operations mechanical (and in connexion with which the worker is not responsible for the setting up of the machine nor for the dimensions of the products other than by checking with gauges which gauges shall be either unadjustable or, if adjustable, shall not be set by the operator); or

(ii) in assembling processes not requiring the use of hand tools (except hammers and/or screwdrivers and/or spanners).

(l) "Electrical fitter" means a tradesman fitter mainly engaged in making, fitting or repairing electrical machines, instrument or appliances, who in the course of his work applies electrical knowledge.

(m) "Electrical mechanic" means an adult employee mainly engaged outside a workshop on any class of installation work, or in the repairing thereof, or in wiring, and who, when employed inside a workshop, is engaged on repairs to installation.

(n) "Motor mechanic" means an adult employee engaged in making, repairing, altering, assembling (except for the first time in Australia) or testing the metal parts (including electric) of the engines of motor cars, motor cycles or other motor vehicles, but not one engaged only in making minor adjustments to engines and chasses.

(o) "First-class welder" means an adult employee using electric arc or acetylene blowpipe or coal gas cutting plant on work other than filling castings, cutting scrap metal, using jigs or doing work covered by definitions of second and third-class welder, and includes re-welding by hand processes.

(p) "Second-class welder" means an adult employee not required to do first-class welding, but engaged in filling castings or in welding sheet metal or welding with the aid of jigs, or re-welding except by hand processes, or operating automatic welding machines for the setting up of which he is not responsible.

(q) "Third-class welder" means an adult employee using electric spot or butt welding machine on work other than cutting scrap with oxy-acetylene blowpipe.

(r) "Fourth-class welder" means an adult employee cutting scrap with oxy-acetylene blowpipe.

(s) "Jobbing moulder" means a metal moulder engaged in floor moulding, loam moulding, strickle moulding, or moulding from loose patterns, and/or finishing off bath moulds made by a machine process.

(t) "Jobbing coremaker" means a moulder engaged in making cores for metal moulds by the use of loam or strickle boards, or by loose boxes, other than loose boxes used for repetition production of cores requiring little or no skill to produce.

(u) "Plate and machine moulder" means an adult employee engaged in moulding on the plate system, or by machines where the pattern is either a fixture to the plate or the spray system is used.

(v) "Machine coremaker" means an adult employee making cores by machines where the core box is a fixture to or part of such machine, or making repetition cores requiring little or no skill to produce.

(w) "First-class body maker" means a tradesman engaged on the building of bodies without the aid of jigs.

(x) "Second-class body maker" means an employee engaged on the building of bodies with the aid of jigs, or in the repairing of damaged bodies.

(y) "Repairing" means the repairing of individual bodies and the replacement therein of panels and other parts.

(z) "First-class panel beater" means an employee who makes panels or mudguards from the sheet by hand or partly by hand and partly with the aid of machines.

(aa) "Second-class panel beater" means an employee who is engaged in dent knocking (by hand) or who makes panels from the sheet entirely with the aid of machines or who is engaged solely on a panel beating machine.

(bb) "Other panel machinists" means employees engaged solely on wheeling and stretching or other machines in the panel section not otherwise provided for.

(cc) "Metal panel worker" means an employee engaged in the preparation of material for the making of panels other than machinists and others for whom specific rates are provided.

(dd) "Sectional trimmer" means any workman (unless specific margins have been herein prescribed) who was so classed on the 1st day of October, 1935, and all future workmen doing the same classes of work.

(ee) "Smith" includes coach smith, wheelwright smith, angle iron smith and motor smith.

(ff) "Saw doctor" means an employee exclusively engaged in brazing, hammering, straightening and sharpening saws.

(gg) "On the line" means sectionalized body building and assembling in which bodies in course of building are moved on from one operative or group of operatives to another operative or group of operatives.

(hh) "Painter's labourer" means an employee assisting in painting, graining, lining and decorating who does not use brush or sprayer.

(ii) "Timber stacker" means an employee who stacks timber for seasoning by the process of stripping.

(jj) "Diemaker" means a tradesman making any die to be affixed to any machine who designs or lays out his work.

(kk) "Garnish mould finisher" means an employee engaged on any of the following classes of work, viz.:—Clamping metal garnish moulds to jigs and scribing and cutting same; re-working and filing metal garnish moulds, after welding; re-working and filing metal windscreen garnish moulds; working and filing recesses in rear quarter garnish moulds, after welding; finally working and checking metal garnish moulds, after welding; and/or fabricating metal windscreen garnish moulds and re-working and filing same.

(ll) "Spring service worker" means an employee who is employed on the removal and/or replacement of springs, luggage carriers and/or bumper bars, and/or the dismantling and/or re-assembling of finished parts of motor car and truck chassis (not being a chassis assembler and/or wiper).

GRINDING TOOLS.

(19) (a) Where a woodworker using his own tools has been in employment for more than one week, the employer shall allow him one hour, with payment therefor on termination of his employment, to enable him to pack and sharpen his tools.

(b) The employee shall be permitted to use the employer's emery wheel or grindstone to sharpen his own tools used in the course of his employment.

WATERPROOF CLOTHING.

(20) Men engaged in transferring trams to or from the factory to the various depots shall be provided with suitable clothing for wet weather.

SPRAY PAINTERS.

(21) Where spray painters are employed, adequate protection for their health shall be provided for them by the employer.

TOOLS TO BE PROVIDED BY EMPLOYER.

(22) Woodworkers and vycemen shall be supplied where required with bench, bench-vyce, cramps above 4 inches, files (including saw files), rasps, hand-drills, hacksaws, frames and blades, bits and parallel shank-drills up to $\frac{1}{2}$ inch and snips, such tools to remain the property of the employer.

MISCELLANEOUS PROVISIONS.

(23) (a) Employees engaged in working with acids shall be supplied with rubber gloves.

(b) Employees engaged in wet rubbing shall be provided with rubber aprons and rubber boots.

(c) Suitable coloured glasses shall be provided by employers for the protection of electric arc and oxy-acetylene operators and their assistants, and suitable mica or other goggles for emery wheel operators.

(d) Suitable canvas or leather gloves shall be provided by employers for the operators of pneumatic hammers.

(e) Tramway pitmen shall be provided free with one suit of overalls as required.

RIGHT OF ENTRY OF UNION OFFICIALS.

(24) A duly accredited representative of the Australian Coach, Motor Car, Tram Car, Waggon Builders, Wheelwrights and Aircraft Rolling Stock Makers Employees Federation and of the Amalgamated Engineering Union shall have the right to enter employers' workshops during the mid-day meal hour for the purpose of interviewing employees on legitimate union business, on the following conditions:—

(a) That he produces his authority to the gatekeeper or such other person as may be appointed by the employer.

(b) That he interviews employees only at the places where they are taking their meal.

(c) That not more than one representative be in any workshop at any one time.

(d) That no one representative visit a workshop more than once in each week.

(e) That if any employer alleges that a representative is unduly interfering with his workshop or is creating dissatisfaction amongst his employees, or is offensive in his methods or is committing a breach of any of the previous conditions, such employer may refuse the right of entry.

Provided that this clause shall only apply to those employers who are not respondents to the Federal Award in respect of this industry.

LIMITATION OF EMPLOYER'S LIABILITY.

(25) When an employer has made a payment to an employee, which payment purports to be a payment of the wages payable to the employee for any period, such employer shall not be liable to pay to the employee any further sums in respect of any services rendered to such employer during such period, unless within a period of nine calendar months after the last day of such period a demand in writing of such further sum claimed has been given to the employer by the employee himself, or by some person on his behalf.

F. A. MARZORINI,

Secretary for Labour.

Melbourne, 16th June, 1939.



VICTORIA GOVERNMENT GAZETTE.

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FRIDAY, JUNE 23.

[1939

Factories and Shops Act 1928 (3677).

DETERMINATION OF THE EXCAVATION OR ROADWORK BOARD.

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

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which since the 6th May, 1930, has had the power to determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed at—

- (a) Excavation or earthwork in connexion with—
 - (1) the building of wharfs, piers, jetties, or docks,
 - (2) the forming of street channels or drains,
 - (3) the diversion of streams or rivers.
- (b) The construction or maintenance of streets, footpaths, or roads, and any work incidental thereto.
- (c) Concrete work in connexion with or incidental to—
 - (1) the construction of street channels or drains,
 - (2) the diversion of streams or rivers.
- (d) The construction of storm-water drains (other than main storm-water drains), and any work incidental thereto—

but not including persons who may be or are subject to a Determination of the Sewer Builders Board, has made the following Determination, namely:—

(1) That on the 9th day of June, 1939, the last previous Determination of this Board shall be revoked and replaced by this Determination.

(2)

IMPROVERS.

Wages.				Proportion (by any Employer).
Per hour.				IMPROVERS.
				One improver to every twenty-five or fraction of twenty-five workers receiving not less than the rate fixed in this Determination for "All others."
Under 18 years of age	1 4	
18 years of age and under 20	1 7	
20 years of age and under 21	1 9	

NOTE.—The Wages Board has determined in accordance with section 25 (1) of the amended *Factories and Shops Act 1934* that the trade is so unskilful that no person should be taken as an apprentice to the trade.

OTHER EMPLOYEES.

										WAGES.
										Per hour.
										s. d.
Rigger	2 3½
Pitcher Setter, Cube Setter, or Pavior	
Splicer of Wire Rope or Hemp Rope	
Weigher of Asphaltic Concrete Mixing Plant	
Bitumen Pourer or Kettle Attendant	
Tunnel Man or Shaft Sinker	
Timber Man in Tunnel or Shaft	
Powder Monkey	
Man-Hole Builder	
Sinkers in Trenches for storm-water drain	
Finisher in Concrete work	

OTHER EMPLOYEES—continued.

										WAGES.
										Per Hour.
Pipe Joiner, or Pipe Layer	2 2½
Leading Tackle Hand	
Skid Scoop (Tumbling Tommy)	
Filler and/or Driver	
Jack Hammer man	
Mixer, Gauger, Spreading or Layer on of Concrete	2 1½
Batterman using Batter Rule	
Bituminous-Emulsion Worker	
Boodler in Tunnel	
Fencer	
Person Laying or Tarring Wood Blocks	2 1½
Rake Hand on Tar Macadam	
Rake Hand on Asphaltic Concrete	
Sanitary or Garbage Attendant	
Scabber in Tunnel	
Hot Asphaltic Concrete Shoveller; or Forker	2 1½
Metal or gravel spreader	
Spaller; ploughman, Man-hole Builder's Labourer, and Telford pitcher setter	
Filler of Monkey-Tail Scoop	
Setter out of Re-inforcements	
Cold Asphaltic Shoveller or Forker	2 1½
Ploughman's Offsider	
Tipper of Monkey-Tail Scoop	2 0½
Shurry Filler	
All Others	

(3) HOURS.—The hours of work shall be 44 for each week.

(4) SHIFTS.—That the hour of beginning and the hour of ending each shift shall be as follows :—

				Time of Beginning.	Time of Ending.
				Where one shift is worked—	
Monday to Friday	(Day shift)	8 a.m.	12 noon
Saturday	1 p.m.	5 p.m.
				8 a.m.	12 noon
				Where two or three shifts are worked—	
Monday to Saturday	(Day shift)	7 a.m.	3 p.m.
			(Afternoon shift)	3 p.m.	11 p.m.
			(Night shift)	11 p.m.	7 a.m.

Any of the above times may be varied or the total weekly hours may be worked from Monday to Friday on the vote of a majority of the employees.

(5) OVERTIME.—All work done in excess of the ordinary daily hours of work shall be paid for at one and a half times the ordinary prescribed rate for the first four hours and at double the ordinary prescribed rate for the time thereafter worked.

Provided that horse drivers shall be entitled to payment at ordinary rates only for time spent in taking charge of teams at the yard, camp, or stable, or in taking teams therefrom or returning teams thereto.

(6) MIXED FUNCTIONS.—(a) Where an employee is required to do, and does, on any one day for a time exceeding two hours in the aggregate, work for which a higher rate is prescribed than for other work done by him on that day, he shall be paid at not less than such higher rate for all work done by him on that day.

(b) In all other cases where an employee does more than one class of work he shall be paid for each class proportionately to the time he works thereat.

(7) SPECIAL RATES.—Double time shall be the special rate payable to any person who is required to work on Sundays, New Year's Day, Australia Day (26th January), Good Friday, Easter Monday, Anzac Day, King's Birthday, Labour Day, Christmas Day, and Boxing Day, but ordinary rates only shall be payable to an employee who works on any of these days at his own request. 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) WET PAY.—An employee who is required to work in a wet place and who is not provided by the employer with gum boots or oilskins, or both, which will prevent him from getting wet, shall be paid one shilling extra for each day on which he performs any work in such wet place.

A place shall be deemed to be wet when water other than rain is dropping continually from overhead so as to saturate the clothing of the employee if unprotected, or when the water in the place where the employee is standing is over 2 inches deep.

(9) EMPLOYEE RECALLED TO WORK.—Any employee who is recalled to work after the expiration of his customary working time for the day, and after he has left work for the day, shall be paid at the least as for working two hours at overtime rates.

(10) EMPLOYEE NOT REQUIRED ON NEXT SHIFT.—Any employee who is not informed before he leaves the job at the end of his shift that he is not required to work at his next shift, and who is not put to work at the next shift, although he attends, shall be paid in full wages for half that shift not worked, except when such unemployment is due to circumstances beyond the control of the employer. This clause shall apply only where more than one shift is being worked.

(11) PAYMENT OF WAGES.—Employees shall be paid their wages in working hours, and if not so paid shall be entitled to be paid at ordinary basic wage rates for the time they have to wait for payment, provided that, if because of circumstances beyond the reasonable control of the employer, he cannot so pay the wages, he shall only be bound to pay them at the earliest time reasonable in the circumstances.

(12) TIME RECORD.—(a) The employer shall keep a record of the names of the employees of such employer and in respect of each such employee a record from week to week of the periods, times and class of work done and the rates of wage and amounts of wage paid, and shall obtain from week to week the signature of such employee to such record.

(b) The Secretary or Branch Secretary of the Australian Workers' Union or of the Municipal and Shire Council Employees Union or an official of either such Union authorized in writing to that effect by the Secretary or Branch Secretary shall be allowed on any day coming two days after a pay day between 10 a.m. and 12 noon, or at such other time as may be agreed upon, to inspect such records so far as may be reasonably necessary to obtain information.

(13) ROTATION OF SHIFTS.—Where practicable, shifts shall be changed in rotation each week.

(14) **CRIB TIME.**—Where two or more shifts are worked, twenty minutes shall be allowed during each shift for "crib time," without deduction from wages.

(15) **MAXIMUM OVERTIME PERIOD BETWEEN MEALS.**—When overtime is worked by an employee, or any work is performed by an employee on a Sunday, not more than four hours shall be worked without a break for a meal.

(16) **REST PERIOD AFTER OVERTIME DUTY.**—When an employee has been on duty so long as not to have had eight hours at least for rest before his next proper or usual starting time, he shall be entitled to be absent until he has had eight hours off duty.

(17) **WATER FOR ROCK DRILLING BY MACHINE.**—In places where rock-drilling machines are used in tunnels or in shafts over 10 feet deep, the employer shall, where practicable, provide, and the employee shall use, water when drilling rocks by machines. In other rock-drilling places, where practicable and reasonable, water shall be provided and used.

(18) **CLOGS.**—Rakers and shovellers of asphaltic concrete shall be provided, by the employer, with clogs.

(19) **VENTILATION.**—The employer shall install, where necessary, appliances for proper and adequate ventilation of shafts and tunnels.

(20) **WATER.**—Sufficient water for each gang shall be provided by the employer free of charge.

(21) **SANITATION.**—In all camps, where the pan system is not in use, the employer shall install fly-proof sanitary conveniences and provide attention thereto. In shifting camps, practicable and reasonable temporary provision shall be made by the employer.

(22) **CHANGING HOUSE.**—Where required, the employer shall provide on each job a sufficiently roomy enclosed and roofed structure to enable employees to change their clothing.

(23) **FIRST-AID OUTFIT AND STRETCHER.**—The employer shall provide at every job a sufficient first-aid box and a stretcher for the use of sick or injured employees, and shall keep the same always in proper order.

(24) **POWDER-MONKEY'S WORK.**—Where explosives are used, the work of a powder-monkey shall be done only by a man competent for that work.

(25) **TOOLS.**—The employer shall supply all tools necessary, which the employee shall return in good condition (fair wear and tear excepted).

(26) **PAY DAY.**—Payment of wages due under this Determination shall be made on any day other than Saturday.

ADDITIONAL PROVISIONS APPLICABLE ONLY TO WORK DONE OUTSIDE THE METROPOLITAN DISTRICT AS DEFINED IN THE "FACTORIES AND SHOPS ACTS" AND THE ORDER IN COUNCIL THEREUNDER.

(27) **ERECTING AND SHIFTING CAMP.**—Employees shall be paid at their respective ordinary rates for all time occupied by them during their ordinary hours of duty in erecting or shifting camp and in removing plant and equipment. For such work performed outside the ordinary hours of duty employees shall be paid at overtime rates.

(28) **WALKING AND TRAVELLING TIME.**—

- (a) Where the employee has to walk between the yard, camp, depot or picking-up place of the employer and his work, and the distance to be walked is in excess of 1 mile, he shall be paid for each mile of such excess distance at the rate of one-third of the hourly rate provided for "All others."
- (b) Where the employee is conveyed between the said yard, camp, depot or picking-up place and the place of work, for all time in excess of twenty minutes each way spent in such conveying he shall be paid at the rate fixed for "All others."

(29) **CAMP ALLOWANCE.**—

- (a) Employees who in order to be available for their work have to live in a camp established either by employers or employees for the purpose of enabling employees to be so available by living therein, shall be paid a camping allowance of 1s. for each day in which they are required to hold themselves and do hold themselves available in the camp for work throughout the said day, whether or not work is done thereon, provided that the employer shall not be bound to pay any camping allowance if—

- (i) the employer provides the employee with a proper mess room and with cooked food thereat } whether or not
at cost price; such price not to exceed in any case 25s. per week per employee; } the employee
- (ii) proper board, at not exceeding 25s. per week, can be obtained by the employee within a } avails himself of
reasonable distance from the camp. } these facilities.

- (b) Nothing in this clause shall entitle the employer to deprive a married man living in the camp with his wife of the camp allowance, unless the employer supplies such an employee with a house at a reasonable rent.

(30) **FARES.**—The fares of an employee proceeding for the first time to work from the place of engagement shall be paid by the employer, who may deduct the amount thereof from his first or later wages. Provided that the amount so deducted shall be refunded to the employee if he continue to work for the employer for at least two months, or for so long as the work continues should the work cease sooner.

(31) **USE OF TENTS AND CUBICLES.**—When employees have to camp out to be near their work, tents and tent poles or cubicles shall be provided by the employer free of charge.

(32) **STRETCHERS.**—The employer shall supply, free of charge, material for stretchers.

(33) **WOOD AND WATER.**—The employer shall provide at the camp a reasonable quantity of wood and water for all employees living in or about the camp.

(34) **DRYING SHEDS.**—The employer shall provide adequate conveniences for employees to dry their working clothes.

(35) **MESS ROOM.**—The employer shall, if required by the majority of the employees, provide a mess room in a fixed camp containing twenty or more men where the camp is likely to continue for at least six months.

(36) **FIRST AID.**—The employer shall employ a man with first-aid qualification on all works employing 100 or more men, and a person with first-aid knowledge in other circumstances reasonably requiring the same.

(37) **ACCOMPANYING INJURED OR SICK EMPLOYEES.**—No employee suffering from illness or injury sustained on the job shall be permitted to leave the job unless accompanied or assisted by a sufficient number of employees, except in the case of his removal by ambulance to his home or a hospital. All expenses incurred in such patient's removal shall be paid by the employer.

(38) **RETURN OF TOOLS AND TENTS.**—If the employer requires an employee, when discharged or leaving, to take down tents or return tools or tents, he shall pay the employee for the time so occupied at the rate fixed for "all others."

D. BERRIMAN, Chairman.

J. B. McINDOE, Secretary.

Melbourne, 23rd day of May, 1939.



VICTORIA GOVERNMENT GAZETTE.

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No. 207]

FRIDAY, JUNE 23.

[1939

Factories and Shops Acts.

DETERMINATION OF THE ORGAN BOARD.

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

IN accordance with the provisions of the Factories and Shops Acts the Wages Board appointed to "determine the lowest prices or rates which may be paid to any person or persons, or classes of persons, employed in the process, trade, or business of a builder of pipe organs" has made the following Determination, namely:—

(1) That on the 8th June, 1939, the last previous Determination of this Board shall be revoked and replaced by this Determination.

(2)

Apprentices.			Improvers.			Other Employees.		
WEEKLY WAGES.			WEEKLY WAGES.			WEEKLY WAGES.		
	Per Week of 44 Hours. s. d.			Per Week of 44 Hours. s. d.			Within 25 Miles of G.P.O., Melbourne, 10 Miles of G.P.O., Geelong, at Warrnambool, and in the Mildura and Gippsland Districts.	Elsewhere in Victoria.
1st year	16 2		Under 16 years of age	14 7	—			
2nd	24 5		16 and under 17 ..	16 2				
3rd	32 9		17 " " 18 ..	24 5				
4th	48 11		18 " " 19 ..	32 9				
5th	64 6		19 " " 20 ..	48 11				
			20 " " 21 ..	64 6				
<i>Proportion (in any Place).</i>			<i>Proportion (in any Place).</i>					
One apprentice to every three or fraction of three workers receiving not less than the minimum wage.			One improver to every six or fraction of six workers receiving not less than the minimum wage.					
An indenture of apprenticeship prescribed by the Board was approved on 23rd April, 1923.			Provided that at least three workers receiving not less than the minimum wage must be employed before an improver can be employed.					

(7) **CASUAL LABOUR.**—Casual labour at hourly rates may be engaged, provided the rates are 10 per cent. higher than those prescribed for weekly hands.

Casual labour means labour where an employer does not provide a full week's work, but does not include a weekly hand whose engagement is terminated in the middle of a week.

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

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

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

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

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

(9) **SPECIAL RATES FOR SUNDAYS AND HOLIDAYS.**—Any employee who is employed on any holiday specified in clause (14), shall be paid at the rate of the ordinary time in addition to the usual rate.

All work done on Sundays shall be paid for at the rate of double time.

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

(11) **MIXED FUNCTIONS.**—Where an employee is engaged in any one week for more than half of such week at work in a higher class than he is employed to perform, he shall be paid for the full week at the highest rate payable for any such work under this Determination; but if he is engaged for less than half of any such week, he shall only be paid at the rates fixed by this Determination for the work he actually performs.

(12) **MATERIALS TO BE PROVIDED.**—Any person employed in wholly or partly preparing or manufacturing any article shall be paid 6d. per hour in addition to the lowest rate fixed by this Determination, unless the following are provided by the employer if required in the performance of the work:—Benches, wood or iron clamps over 2 ft. 6 in., hand screws (in excess of four), glue pots, and glue brushes and varnish brushes. Any employee engaged at French polishing shall be supplied with all materials, including rags, brushes, and kit-box.

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

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

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

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

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

(14) **HOLIDAYS.**—All weekly wage employees shall be granted the following holidays without deduction of pay:—The days observed as New Year's Day, Australia Day (26th January), Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day, and Boxing Day.

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

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

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

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

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

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

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

(16) **PAY DAY.**—All employees shall be paid weekly on any other day than Saturday. No employer shall hold more than two days' pay in hand.

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

(17) **TIME BOOK OR RECORD.**—(a) Employers shall provide at each shop, factory, or place where work is being carried on a time book or record which shall contain a correct account of the hours worked and the wages received by each employee. Such time book or record shall be kept correctly entered up in ink and shall be open for inspection by a duly accredited official of the Federated Furnishing Trade Society of Australasia during the usual office hours at the office or other convenient place.

Provided that no inspection shall be demanded unless the accredited official of the said Society suspects that a breach of this Determination has been or is being committed and provided also that only one demand for such inspection shall be made in any one fortnight at the same establishment. The official making such inspection shall be entitled to take a copy of entries in any time and wages book relating to the suspected breach of this Determination.

(b) The time occupied by an employee in filling in any time book or cards, or in making any records, shall be treated as time of duty; but this clause does not apply to "checking" in or out at beginning or end of duty.

(18) **RIGHT OF ENTRY OF UNION OFFICIAL.**—A duly accredited representative of the Federated Furnishing Trade Society of Australia shall have the right to enter employers' workshops during the midday meal hour for the purpose of interviewing employees on legitimate union business on the following conditions:—

(a) That he produces his authority to the gatekeeper or such other person as may be appointed by the employer;

(b) That he interview employees only at the places where they are taking their meal;

(c) That not more than one representative in all be in any workshop at any one time;

(d) That no one representative visit a workshop more than once in each week;

(e) That if any employer alleges that a representative is unduly interfering with his workshop or is creating disaffection amongst his employees, or is offensive in his methods, or is committing a breach of any of the previous conditions, such employer may refuse the right of entry, but the representative shall have the right to bring such refusal before this Wages Board.

(19) **PIECEWORK.**—The employer may fix his own piecework prices or task rates, provided such prices or rates enable an employee of average capacity working under like conditions to earn at least 10 per cent. more than the minimum weekly wage prescribed for the class of work performed. The same piecework prices shall be paid to all pieceworkers doing the same operation in the factory whether they be apprentices or improvers on piecework or otherwise.

All pieceworkers who are available and ready and willing to work during the ordinary working hours shall be paid in each week, not less than 80s.

(20) **PERIODICAL ADJUSTMENT OF WAGES.**—The wages rates set out in clause (3) are based upon the following basic wage rates for adult males and, pursuant to the provisions of section 21 of the *Factories and Shops Act 1934*, shall be automatically increased or decreased by the same amount and at the same time as such basic wage rates.

The basic wage rates shown hereunder shall be adjusted as prescribed in clause (21):—

Place.	Basic Wage for Adult Males.	Index Number Set Assigned.	Original Index Number Division.
Within 20 miles of G.P.O., Melbourne—Males	£ s. d. 3 14 0	Melbourne	908-919
Within 10 miles of G.P.O., Geelong—same as the contemporaneous basic wage for Melbourne.			
Warrnambool—same as the contemporaneous basic wage for Melbourne.			
Mildura and Gippsland districts—same as the contemporaneous basic wage for Melbourne.			
Yallourn—until further order the same amount in excess of Melbourne as at present, viz., 6s. 6d. per week.			
Elsewhere—3s. less than the contemporaneous basic wage for Melbourne.			

ADJUSTMENT OF BASIC WAGE FOR ADULT MALES.

(21) (a) Until the beginning of the first pay period to commence in December, 1939, the amounts of the basic wage shall be as prescribed in clause 20.

(b) During each future period of six months beginning with the first pay period to commence in a June or a December, the amounts of the basic wage shall be adjusted by the following method according to the position and fluctuations (if any) of the Commonwealth Statistician's "All Items" retail price index numbers.

For the purposes of this Determination the expression "Commonwealth Statistician's retail price index numbers" or any like expression means the numbers stated to be such index numbers in any document purporting, and not proved to be wrongly so purporting, to be printed by the Commonwealth Government Printer or to be signed by or on behalf of the Commonwealth Statistician:—

- (1) The index number set to be applied to a place is that assigned thereto in clause 20.
- (2) The index number for the half year ending March or September next preceding the period of six months for which the adjustment is made is to be ascertained.
- (3) The amount assigned in the following table (or any extension thereof) to the index number division comprising that number is to be ascertained.
- (4) The basic wage shall be of those assigned amounts during such period of six months.

Table.

Index Number Divisions.				Basic Wage.	Index Number Divisions.				Basic Wage.
				£ s. d.					£ s. d.
735-746	3 0 0	846-858	3 9 0
747-759	3 1 0	859-870	3 10 0
760-771	3 2 0	871-882	3 11 0
772-783	3 3 0	883-895	3 12 0
784-796	3 4 0	896-907	3 13 0
797-808	3 5 0	908-919	3 14 0
809-820	3 6 0	920-932	3 15 0
821-833	3 7 0	933-944	3 16 0
834-845	3 8 0					

The Index Number Divisions in this table are based upon the equating of the Index Number 1,000 with a basic wage of 81s. per week, and any extension of the table must be similarly constituted.

(c) The amounts of the weekly rates for apprentices and improvers shall be adjusted proportionately to the basic wage, and shall accord with the rates payable from time to time under the appropriate award of the Commonwealth Court of Conciliation and Arbitration.

(d) The rates for pieceworkers shall be increased or decreased in the same proportion as the rate for the journeymen in the respective classes.

D. F. GERITY, Chairman.

GEO. E. PARR, Secretary.

Melbourne, 24th May, 1939.

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No. 208]

FRIDAY, JUNE 23.

[1939

Factories and Shops Acts.

DETERMINATION OF THE GENERAL BOARD.

(Paper Articles (not elsewhere included) Section.)

Notes.—(a) This Determination applies to the whole of the State of Victoria.

(b) On 18th July, 1938, by Order in Council, the following additional trades and branches of trades were specified to be trades, or branches of trades, for the purposes of section (6) of the *Factories and Shops Act 1936*, that is to say:—

Gold beating.

Ornamenting cakes, where such work is not subject to the Determination of the Pastrycooks Board.

Manufacturing or preparing—

Designs for paper patterns or for other paper articles whatsoever.

Paper crackers or bon-bons.

Lampshades of all types other than those made of silk, parchment, glass, metal, porcelain, earthenware, synthetic resin, casein, or other substance of a nature similar to synthetic resin or casein.

Abrasive articles (other than abrasive paper or cloth), including carborundum wheels, emery wheels, and sharpening stones.

Articles made of feathers, including dress ornaments and boas.

Vinogar and yeast.

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 employed in the following trades and branches of trades that is to say:—

Renovating carpets;
Preparing feathers;
Treating flax;
Treating pyrites and other metalliferous ores;
Mixing seed and making poultry foods;
Glass badging;
Gold stamping;
Ivory working;
Show-card and ticket-writing;
Manufacturing or preparing—
Abrasive paper or cloth;
Asbestos articles;
Blue prints;
Buttons and buckles other than those subject to the Determination of the Plastic Moulding Board;
Button badges;
Carbon articles;
Chalk, crayons, or other articles from mineral earth;

Cinematograph film;
Composition flooring;
Cutlery;
Artificial flowers and bouquets;
Paper articles not subject to any Board heretofore appointed;
Honey;
Ink or adhesives;
Lead and shot;
Silk or parchment lamp shades;
Mica products;
Fishing and other nets
Ornaments for cakes;
Plaster models;
Sporting goods not provided for under any Board heretofore appointed;
Surgical instruments;
Toys;
Watch cases "

has made, in respect of the manufacturing or preparing of:—

(a) designs for paper patterns or for other paper articles whatsoever;

(b) paper articles not subject to any Board heretofore appointed—the following Determination, namely:—

(1) That this Determination shall be operative on and after 26th June, 1939.

(2)

WAGES PER WEEK OF 44 HOURS.

(a) IMPROVERS.				(b) ADULTS.			
Males.		Females.		Males.		Females.	
	s. d.		s. d.		s. d.		s. d.
1st year's experience	16 9	1st six months' experience ..	13 6	All adults	85 0		
2nd " "	23 6	2nd " "	16 9				
3rd " "	32 6	3rd " "	19 9				
4th " "	43 6	4th " "	23 0				
5th " "	55 9	5th " "	26 0				
6th " "	64 3	6th " "	29 9				
7th " "		7th " "	32 9				
years of age	68 9	8th " "	37 0				
		9th " "	40 0				
		10th " "					
		until 21 years of age ..	43 3				

NOTE.—The rates prescribed for improvers shall apply only to such employees as are under 21 years of age, or who being over 21 years of age, are the holders of improvers' licences.

PROPORTION (IN ANY PLACE).

Males.
One male improver to each male person receiving not less than the minimum wage.

Females.
Three female improvers to the first female person receiving not less than the minimum wage; thereafter one additional improver to each additional female person receiving not less than the minimum wage.

- (3) PROHIBITION OF EMPLOYMENT.—The Board determines that no person shall be employed as an apprentice.
- (4) WEEKLY HOURS.—That the number of hours to constitute an ordinary week's work shall be 44.
- (5) TIMES OF BEGINNING AND ENDING WORK.—That the times of beginning and ending work shall be:—
- | Time of Beginning (not earlier than). | Time of ending (not later than). |
|---------------------------------------|--|
| 7.30 a.m. | 12 noon on Saturday. |
| 7.30 a.m. | 5.30 p.m. on the other working days of the week. |
- (6) OVERTIME.—That all time worked—
- (a) Outside the times of beginning and ending work prescribed in clause (5); or
- (b) Within such prescribed times, but in excess of 44 hours in any one week—
- shall be paid for at the rate of time and a half for the first four hours' work, and double time thereafter. Provided that, in computing overtime, each day's work shall stand alone.
- (7) HOLIDAYS.—(a) All employees, whether in a city or elsewhere, shall be granted the following holidays without deduction of pay:—The days observed as New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day, and Boxing Day.
- (b) If any of the above holidays occurs on a Sunday or Saturday and is not observed on any other day, then employees shall not be paid for such Sunday, and shall be paid for such Saturday as for a half day only when the working week consists of five and a half days.
- (c) All employees, whether in a city or elsewhere, shall be paid for the above holidays an amount for each holiday based on the actual weekly wage paid to them by the employer.
- (d) Any employee absenting himself or herself from work on any portion of the working day preceding, or any portion of the working day succeeding a holiday provided for herein, other than Boxing Day and New Year's Day, without permission from the employer or without having reasonable cause for having absented himself or herself from work, shall not be entitled to payment for such holiday.
- (e) Any person who is employed on a Sunday or any holiday provided for herein shall receive a minimum payment for four hours' work at the rate of double time, which hours shall be worked continuously. In the event of more than four hours being worked such person shall be paid for a minimum of eight hours' work at the rate of double time.
- (8) TERMS OF EMPLOYMENT.—(a) That notice equivalent to 44 working hours shall be given on either side to terminate employment. Such notice may be given at any time. This shall not affect the right of the employer to dismiss any employee without notice for malingering, inefficiency, neglect of duty, or misconduct (in which case wages shall be paid up to time of dismissal only), or to deduct payment for any day the employee cannot be usefully employed because of any strike, or through any breakdown of machinery, or any stoppage of work or any cause for which the employer cannot be reasonably held responsible.
- (b) In lieu of such 44 working hours' notice, except in circumstances referred to above, the employer may pay 44 hours' wages; and vice versa the employee leaving his employment without notice shall forfeit 44 hours' wages, which may be deducted from any wages due.
- (c) Provided that any notice determining the employment solely for the purpose of evading payment for prescribed holidays, and not to determine finally the engagement, shall not deprive the employee of payment for any prescribed holidays occurring or observed between such notice to terminate and the re-engagement, if any.
- (9) REST ROOM.—A rest room shall be provided by every employer. Such room shall contain a suitable couch and seating accommodation, and shall be properly lighted and ventilated.
- (10) REST PERIOD FOR FEMALES.—Except on Saturday, a rest period of ten minutes (to be counted as part of time worked) shall be allowed females during each morning or afternoon. Whether the rest period shall be taken during the morning or afternoon shall be determined by a majority of the female employees in the establishment concerned.
- (11) PERIODICAL ADJUSTMENT OF WAGES.—The wages rate for males set out in clause (2) (b) is based upon the following basic wage, and pursuant to and in accordance with the provisions of section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rate shall be automatically increased or decreased by the same amount, and at the same time as such basic wage. Provided that the wages of improvers and of females shall be adjusted proportionately to adjustments of the basic wage, such adjustments to be to the nearest 3d., half or less than half of 3d. to be disregarded.

The basic wage shown hereunder shall be adjusted as prescribed in clause (12).

Basic Wage.

Place	Basic Wage.	Index Number Set Assigned.
Within the area to which this Determination applies	£ s. d. 3 15 0	Melbourne

(12) ADJUSTMENT OF BASIC WAGE.—(a) Until the beginning of the first pay period to commence in September, 1939, the amount of the basic wage shall be as prescribed in clause (11).

(b) During each future successive period beginning with the first pay period to commence in a September, a December, a March, or a June, the amount of the basic wage shall be adjusted by the following method according to the position and fluctuations (if any) of the Commonwealth Statisticians' "All Items" retail price index numbers.

For the purposes of this Determination the expression "Commonwealth Statistician's retail price index numbers" or any like expression means the numbers stated to be such index numbers in any document purporting, and not proved to be wrongly so purporting, to be printed by the Commonwealth Government Printer or to be signed by or on behalf of the Commonwealth Statistician:—

- (1) The index number set to be applied is that assigned to Melbourne.
- (2) The index number for the calendar quarter next preceding the period of thirteen weeks for which the adjustment is made is to be ascertained.
- (3) The amount assigned in the following table (or in any extension thereof) to the index number division comprising that number is to be ascertained.
- (4) The basic wage shall be of that assigned amount during such successive period.

Table.

Index Number Divisions.				Basic Wage.	Index Number Divisions.				Basic Wage.
				£ s. d.					£ s. d.
735-746	3 0 0	834-845	3 8 0
747-759	3 1 0	846-858	3 9 0
760-771	3 2 0	859-870	3 10 0
772-783	3 3 0	871-882	3 11 0
784-796	3 4 0	883-895	3 12 0
797-808	3 5 0	896-907	3 13 0
809-820	3 6 0	908-919	3 14 0
821-833	3 7 0	920-932	3 15 0

D. GRANT, Chairman.

REX L. CECIL, Secretary.

Melbourne, 3rd June, 1939.





VICTORIA GOVERNMENT GAZETTE.

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No. 209]

FRIDAY, JUNE 23.

[1939

Factories and Shops Acts.

DETERMINATION OF THE GENERAL BOARD

(Feathers and Feather Articles Section).

NOTES.—(a) This Determination applies to the whole of the State of Victoria.

(b) On 18th July, 1938, by Order in Council, the following additional trades and branches of trades were specified to be trades, or branches of trades for the purposes of section (8) of the *Factories and Shops Act 1936*, that is to say :—

Gold beating.

Ornamenting cakes, where such work is not subject to the Determination of the Pastrycooks Board.

Manufacturing or preparing—

Designs for paper patterns or for other paper articles whatsoever.

Paper crackers or bon-bons.

Lampshades of all types other than those made of silk, parchment, glass, metal, porcelain, earthenware, synthetic resin, casein, or other substance of a nature similar to synthetic resin or casein.

Abrasive articles (other than abrasive paper or cloth), including carborundum wheels, emery wheels, and sharpening stones.

Articles made of feathers, including dress ornaments and boas.

Vinegar and yeast.

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 employed in the following trades and branches of trades that is to say :—

Renovating carpets ;
Preparing feathers ;
Treating flax ;
Treating pyrites and other metalliferous ores ;
Mixing seed and making poultry foods ;
Glass badging ;
Gold stamping ;
Ivory working ;
Show-card and ticket-writing ;
Manufacturing or preparing—
Abrasive paper or cloth ;
Asbestos articles ;
Blue prints ;
Buttons and buckles other than those subject to the Determination of the Plastic Moulding Board ;
Button badges ;
Carbon articles ;
Chalk, crayons, or other articles from mineral earth ;

Cinematograph film ;
Composition flooring ;
Cutlery ;
Artificial flowers and bouquets ;
Paper articles not subject to any Board heretofore appointed ;
Honey ;
Ink or adhesives ;
Lead and shot ;
Silk or parchment lamp shades ;
Mica products ;
Fishing and other nets ;
Ornaments for cakes ;
Plaster models ;
Sporting goods not provided for under any Board heretofore appointed ;
Surgical instruments ;
Toys
Watch cases "

has made, in respect of :—

(a) preparing feathers,

(b) manufacturing or preparing articles made of feathers including dress ornaments and boas,

the following Determination, namely :—

(1) That, on and after 19th June, 1939, the adjusted Determination for the Feather preparing Section, which became operative as from the beginning of the first pay period to commence in June, 1939, shall be revoked and replaced by this Determination.

No. 209—8154/39.

(2)

PERSONS ENGAGED IN PREPARING FEATHERS.

WAGES PER WEEK OF 44 HOURS.

(a) Improvers				(b) Other Employees			
			s. d.				s. d.
Under 17 years of age	17 9	All adults	81 0
17 years of age	26 9				
18	35 9				
19	48 3				
20	59 0				
<i>Proportion (in any place).</i>							
One improver to each adult employee.							

(3) PROHIBITION OF EMPLOYMENT.—The Board determines that no person shall be employed as an apprentice.

(4) WEEKLY HOURS.—That the number of hours to constitute an ordinary week's work shall be 44.

(5) TIMES OF BEGINNING AND ENDING WORK.—That the times of beginning and ending work shall be :—

Time of Beginning (not earlier than).		Time of Ending (not later than).	
7.30 a.m.	12 noon on Saturday.	
7.30 a.m.	5.30 p.m. on the other working days of the week.	

(6) OVERTIME.—That all time worked—

(a) Outside the times of beginning and ending work prescribed in clause (5); or

(b) Within such prescribed times, but in excess of 44 hours in any one week—

shall be paid for at the rate of time and a half for the first four hours' work, and double time thereafter. Provided that, in computing overtime, each day's work shall stand alone.

(7) HOLIDAYS.—(a) All employees, whether in a city or elsewhere, shall be granted the following holidays without deduction of pay:—The days observed as New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day, and Boxing Day.

(b) If any of the above holidays occurs on a Sunday or Saturday and is not observed on any other day, then employees shall not be paid for such Sunday, and shall be paid for such Saturday as for a half day only when the working week consists of five and a half days.

(c) All employees, whether in a city or elsewhere, shall be paid for the above holidays an amount for each holiday based on the actual weekly wage paid to them by the employer.

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

(e) Any employee who is employed on a Sunday or any holiday provided for herein shall be paid for that day at the rate of time and a half in addition to his or her weekly wage.

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

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

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

PERSONS ENGAGED IN MANUFACTURING OR PREPARING ARTICLES MADE OF FEATHERS, INCLUDING DRESS ORNAMENTS AND BOAS.

(9) WAGES PER WEEK OF 44 HOURS.

(a) IMPROVERS.				(b) ADULTS.			
Males.		s. d.	Females.	s. d.	Males		s. d.
1st year's experience	..	16 6	1st six months' experience	.. 13 6	83 0
2nd	23 6	2nd 16 6			
3rd	32 6	3rd 19 9			
4th	43 9	4th 23 0			
5th	55 9	5th 26 3			
6th	64 6	6th 29 6			
7th	68 6	7th 32 9			
			8th 37 0			
			9th 40 3			
			10th 43 6			

and thereafter the rate prescribed for adults.

NOTE.—The rates prescribed for improvers shall apply only to such employees as are under 21 years of age, or who being over 21 years of age, are the holders of improvers' licences.

PROPORTION.

Three male improvers to every two or fraction of two male persons receiving not less than the rate prescribed for adults.

Two female improvers to each female person receiving not less than the rate prescribed for a female improver in her eighth six months' experience.

(10) PROHIBITION OF EMPLOYMENT.—The Board determines that no person shall be employed as an apprentice.

(11) WEEKLY HOURS.—That the number of hours to constitute an ordinary week's work shall be 44.

(12) TIMES OF BEGINNING AND ENDING WORK.—That the times of beginning and ending work shall be:—

Time of Beginning (not earlier than).	Time of Ending (not later than).
7.30 a.m.	12 noon on Saturday.
7.30 a.m.	5.15 p.m. on the other working days of the week.

(13) OVERTIME.—That all time worked—

(a) Outside the times of beginning and ending work prescribed in clause (12); or

(b) Within such proscribed times, but in excess of 44 hours in any one week—

shall be paid for at the rate of time and a half for the first four hours' work, and double time thereafter. Provided that, in computing overtime, each day's work shall stand alone.

(14) HOLIDAYS AND SUNDAY WORK.—That employees shall be entitled to the following public holidays without deduction of pay:—New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, King's Birthday, Labour Day, Anzac Day, Christmas Day, and Boxing Day, or such other day as is generally observed in the locality as a substitute for any of the said days respectively.

Work done on Sunday or on any of the above-mentioned holidays shall be paid for at the rate of double time.

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

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

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

(16) REST PERIOD FOR FEMALES.—Females shall be allowed, each morning, an interval of ten minutes for rest, such interval to count as part of time worked.

ALL PERSONS SUBJECT TO THIS DETERMINATION.

(17) PERIODICAL ADJUSTMENT OF WAGES.—The wages rates for males set out in Clauses 2 (b) and 9 (b) are based upon the following basic wage, and pursuant to and in accordance with the provisions of section 21 of the *Factories and Shops Act* 1934, the Board hereby determines that such rates shall be automatically increased or decreased by the same amount, and at the same time as such basic wage. Provided that the wages of improvers and of females shall be adjusted proportionately to adjustments of the basic wage, such adjustments to be to the nearest 3d., half or less than half of 3d. to be disregarded and to be made, in respect of persons engaged in preparing feathers, upon the rates prescribed in the original Determination, which came into force on the 10th January, 1938.

The basic wage shown hereunder shall be adjusted as prescribed in clause (18).

Basic Wage.

Place.	Basic Wage.	Index Number Set Assigned.
	£ s. d.	
Within the area to which this Determination applies	3 15 0	Melbourne

(18) ADJUSTMENT OF BASIC WAGE.—(a) Until the beginning of the first pay period to commence in September, 1939, the amount of the basic wage shall be as prescribed in clause (17).

(b) During each future successive period beginning with the first pay period to commence in a September, a December, a March, or a June, the amount of the basic wage shall be adjusted by the following method according to the position and fluctuations (if any) of the Commonwealth Statistician's "All Items" retail price index numbers.

For the purposes of this Determination the expression "Commonwealth Statistician's retail price index numbers" or any like expression means the numbers stated to be such index numbers in any document purporting, and not proved to be wrongly so purporting, to be printed by the Commonwealth Government Printer or to be signed by or on behalf of the Commonwealth Statistician:—

(1) The index number set to be applied is that assigned to Melbourne.

(2) The index number for the calendar quarter next preceding the period of thirteen weeks for which the adjustment is made is to be ascertained.

(3) The amount assigned in the following table (or in any extension thereof) to the index number division comprising that number is to be ascertained.

(4) The basic wage shall be of that assigned amount during such successive period.

Table.

Index Number Divisions.	Basic Wage.	Index Number Divisions.	Basic Wage.
	£ s. d.		£ s. d.
735-746	3 0 0	834-845	3 8 0
747-759	3 1 0	846-858	3 9 0
760-771	3 2 0	859-870	3 10 0
772-783	3 3 0	871-882	3 11 0
784-796	3 4 0	883-895	3 12 0
797-808	3 5 0	896-907	3 13 0
809-820	3 6 0	908-919	3 14 0
821-833	3 7 0	920-932	3 15 0

D. GRANT, Chairman.

REX L. CECIL, Secretary.

Melbourne, 26th May, 1939.



VICTORIA GOVERNMENT GAZETTE.

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No. 210]

FRIDAY, JUNE 23.

[1939

Factories and Shops Acts.

DETERMINATION OF THE CEMETERY EMPLOYEES BOARD.

NOTE.—This Determination on the 23rd June, 1939, applied to the whole of the State of Victoria.

IN accordance with the provisions of the Factories and Shops Acts, and the Order in Council thereunder, the Wages Board appointed to "determine the lowest prices or rates which may be paid to any person employed in or about a cemetery as a grave digger, grave decorator, gatekeeper, labourer, or gardener" has made the following Determination, namely:—

(1) That on the 23rd June, 1939, the previous Determination of this Board shall be revoked and replaced by this Determination.

(2)

Apprentices or Improvers.				Other Employees.			
				Wages.			
				Within the Metropolitan District.		All other Parts Victoria.	
				Per Hour.	Per Week of 44 Hours.	Per Hour.	Per Week of 44 Hours.
				s. d.	s. d.	s. d.	s. d.
1st year	19	0		
2nd "	22	0		
3rd "	26	0		
4th "	30	6		
5th "	39	0		
				Grave diggers	2 3 $\frac{3}{4}$	100	6
				All others	1 11 $\frac{1}{4}$	87	0
						2 2 $\frac{1}{2}$	96
						1 11 $\frac{1}{4}$	85

PROPORTION (WITHIN ANY PLACE).

One apprentice and one improver to every three or fraction of three workers receiving not less than the minimum wage.

(3) Any employee who is required to handle explosives shall be paid 1s. per day extra for each day or part of a day on which he handles such explosives.

(4) RE-INTERMENTS.—Persons employed on re-interments shall be paid for each such re-interment the sum of £1 in addition to the ordinary rates.

(5) TIME OF BEGINNING AND ENDING WORK—

Time of Beginning.

Time of Ending.

7.30 a.m. 12 noon on the day on which the half-holiday is locally observed.

7.30 a.m. 5.15 p.m. on the other working days of the week.

(6) OVERTIME.—All work done outside the hours specified as the times of beginning and ending work, or for any work done within such hours in excess of 44 hours in any week, shall be paid at the rate of time and a half. Such overtime shall be paid for in cash, and employees shall not be booked time off in lieu thereof.

(7) HOLIDAYS.—(a) Employees shall, as far as practicable, be entitled to the following holidays without deduction of pay:—New Year's Day, 26th January (Foundation Day), Good Friday, Easter Monday, Anzac Day, Labour Day (21st April), King's Birthday, Melbourne Cup Day, Christmas Day, and Boxing Day; but if any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays, this condition shall only apply for the day so substituted, or should any such holiday occur on a Sunday and a day is not so substituted, employees shall be entitled to a holiday in lieu of same on a day to be arranged between the employees and the Trust concerned.

(b) Any employee who having been instructed to report for work on any holiday mentioned in sub-clause (a) hereof shall if he so reports be entitled to payment as follows:—

(i) An allowance of 5/- if not given a start at work.

(ii) A full day's wage if required to do any work on any such day.

The allowance or wage provided for in (i) and (ii) hereof are in addition to the payment of a day's pay to which an employee is entitled under sub-clause (a).

(8) SUNDAYS.—All work done on Sundays shall be paid for at double time.

(9) PICNIC DAY.—The 3rd Wednesday in February in each year shall be observed as a holiday within a radius of 20 miles of the General Post Office, Melbourne, and at Ballarat, Bendigo, and Geelong. Employees (except those required to carry out essential services) shall be entitled to such holiday without deduction of pay.

Employees required to carry out essential services may receive ordinary rates of pay only for work done on such day.

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

J. W. RYAN, Secretary.

Melbourne, 7th June, 1939.

By Authority: T. RIDER, Acting Government Printer, Melbourne.

1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that this is crucial for ensuring the integrity of the financial system and for providing a clear audit trail. The text also mentions that this practice helps in identifying any discrepancies or errors early on, which can then be corrected before they become a problem.

2. The second part of the document focuses on the role of the accounting department in the overall business operations. It states that the accounting team is responsible for not only recording transactions but also for analyzing the data to provide insights into the company's financial health. This includes preparing financial statements, budgeting, and forecasting. The text highlights that a strong accounting function is essential for making informed business decisions.

3. The third part of the document addresses the challenges faced by businesses in managing their finances. It points out that with the increasing complexity of financial regulations and the rapid pace of technological change, businesses must stay up-to-date with the latest trends and best practices. The text suggests that investing in training and technology can help businesses overcome these challenges and improve their financial management.

4. The fourth part of the document discusses the importance of transparency in financial reporting. It argues that being open and honest about a company's financial performance is not only a legal requirement but also a key factor in building trust with investors and other stakeholders. The text notes that transparency can also help in identifying areas for improvement and in making more effective use of resources.

5. The fifth part of the document concludes by summarizing the key points discussed and reiterating the importance of a strong financial management system. It encourages businesses to take a proactive approach to their finances and to seek professional advice when needed. The text ends with a statement of hope for a bright future for all businesses that follow these principles.



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No. 211]

MONDAY, JUNE 26.

[1939]

Factories and Shops Acts.

DETERMINATION OF THE COAL AND COKE BOARD.

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

IN accordance with the provisions of the Factories and Shops Acts the Wages Board which now has power to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in any business or occupation connected with the sale or distribution of coal or coke by any—

(a) coal importer,

(b) coalmine owner,

(c) gas company,

(d) agent or contractor who distributes coal or coke for any coal importer, coalmine owner, or gas company—

has made the following Determination, namely:—

(1) That on the 6th June, 1939, the last previous Determination of this Board shall be revoked and replaced by this Determination.

(2)

Improvers.*		Other Employees.	
WAGES PER WEEK OF 44 HOURS.		WAGES.	
Under 17 years of age	39s.	Persons trimming or spreading coal that is heated or on fire	176s. per week of 44 hours
17 years of age	45s.	Persons employed feeding coal to and/or trimming coal from and/or operating mechanical loader	110s. " 44 "
18 " "	51s.	Persons trimming from the "Grab"	117s. 4d. " 44 "
19 " "	57s. 6d.	Other coal trimmers	110s. " 44 "
20 " "	70s.	Coal baggers or loaders	110s. " 44 "
		Unloaders of loose coal from box wagons or drays to railway trucks	132s. " 44 "
		Coke stackers at wharf coal yards	119s. 2d. " 44 "
		Coke yard employees	84s. " 44 "
		Carters driving one horse	85s. " 48 "
		Carters driving two horses	90s. " 48 "
		Carters driving three horses	93s. " 48 "
		Carters driving four horses	96s. " 48 "
		Carters driving five horses	96s. " 48 "
		And 6d. extra per day for every additional horse	
		Drivers of motor wagons having a carrying capacity of—	
		(a) 25 cwt. or less	90s. " 48 "
		(b) over 25 cwt.; but not over 3 tons	94s. " 48 "
		(c) over 3 tons, but under 6 tons	97s. " 48 "
		Further tonnage—for each complete ton over 5 an extra 1s. per week	
		All others	102s. 8d. " 44 "

* NOTE.—The Board has determined, in accordance with Section 25 (1) of the Factories and Shops Act 1934, that the trade is so unskilled that no apprentices shall be taken in the trade.

(3) TIME OF BEGINNING AND ENDING WORK—

	Time of Beginning.	Time of Ending.	
		Five days in the week.	The Day the Half-holiday is Usually Observed.
Carters	7 a.m.	5.45 p.m.	1 p.m.
All others	8 a.m.	5 p.m.	12 noon

(4) OVERTIME.—(a) The following rates shall be paid for all overtime worked :—

(i) Outside the time of beginning and ending work as herein fixed—

Between 12 noon and midnight on the day on which the half-holiday is usually observed	..	Double time.
Between 5 p.m. and midnight on the other working days	..	Time and a half.
Between midnight and 8 a.m.	..	Double time.

(ii) Within the times of beginning and ending work in excess of the hours fixed in this Determination as a week's work—

First two hours	..	Time and a half.
Thereafter	..	Double time.

(b) Special provisions relating to overtime:—

When overtime is to be worked casual employees shall where practicable be given preference. The foreman shall make the necessary arrangements for engaging casual employees during the times mentioned in clause (6) and shall inform casual employees so engaged of the actual time they are expected to commence work.

Should a casual employee be employed during the day and until 7 a.m. the following day by one employer, he shall not be required to continue after 7 a.m. if other labour is available.

Should a casual employee who has been employed all day be ordered back by the same employer to resume not later than 2 a.m. and continues until 7 a.m. he shall not be required to continue after 7 a.m. if other labour is available.

Should a casual employee's first start be midnight or later he shall if required continue working throughout that day until 5 p.m.

If a regular yard employee after completing a full day's work is called upon to work overtime until later than 11 p.m. he shall not be required to resume work next morning if other labour is available.

(5) MINIMUM OF WORK.—Employees called on to work on any day shall be given four (4) hours' work or pay.

(6) PICKING-UP TIME.—The picking-up time for engagement of labour at the South Wharf shall be from 7.45 a.m. to 11 a.m. Mondays to Fridays inclusive, and 7.45 a.m. to 10 a.m. on Saturdays.

(7) PLACE FOR ENGAGEMENT OF LABOUR.—The place for engagement of labour at the South Wharf coal yards shall be at the Harbor Trust shelter shed.

(8) RIGHT OF ENTRY OF UNION OFFICIAL.—A duly accredited representative of the Federated Fodder and Fuel Trades Industrial Union shall have the right to enter the portion of any employer's establishment in which any of the classes of labour covered by this determination are employed, for the purpose of interviewing employees on legitimate union business.

(9) DINING AND SANITARY ACCOMMODATION.—Proper dining and sanitary accommodation shall be provided by the employer for the use of employees.

(10) SPECIAL RATES.—For all work done on Sundays and the undermentioned holidays the rates shall be—

	Coal Trade.	Coke Trade.
Sundays	Double time	Time and a half.
Australia Day (26th January)	Time and a half	"
New Year's Day	"	"
Labour Day (21st April)	Double time	"
Good Friday	"	Double time.
Easter Monday	Time and a half	Time and a half.
Christmas Day	Double time	Double time.
Boxing Day	Time and a half	Time and a half.
King's Birthday	"	"
Melbourne Cup Day	"	"

but if any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays, the special rate shall only be payable for work done on the day so substituted.

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

J. V. WILLOX, Secretary.

Melbourne, 22nd May, 1939.