



VICTORIA GOVERNMENT GAZETTE.

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THURSDAY, DECEMBER 7.

[1939

Factories and Shops Acts.

DETERMINATION OF THE GROCERS' SUNDRIES 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 13th November, 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—

- (a) manufacturing cereal foods (except in flour mills), spices, condiments, coffee, chicory, cocoa, or any kind of goods commonly known as Grocers' Sundries;
- (b) making, tinning, putting up, bottling, wrapping, labelling, or otherwise preparing for sale moulders' blacking, moulders' plumbago preparations, blacklead, boot blacking, boot paste, boot polish, washing blue, harness dressing, harness compounds, ebonite shine, stove polish, knife polish, metal polish;
- (c) grinding, tinning, putting up, bottling, wrapping, labelling, or otherwise preparing for sale charcoal or coal dust;
- (d) making soap, washing soda, candles, or starch;
- (e) manufacturing or preparing honey; and
- (f) Preparing for trade or sale, peanuts or other edible nuts or the products of peanuts or other edible nuts except when such work is subject to the Determination of any Wages Board heretofore appointed."

has made the following Determination, namely:—

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

(2)

APPRENTICES OR IMPROVERS.

WAGES PER WEEK OF 44 HOURS.				PROPORTION (within any factory or place).	
		Males.	Girls.	Apprentices.	Improvers.
		s. d.	s. d.		
Under 16 years	..	21 9	.. 19 3	Grocers' Sundries, Polish, Soap and Soda, or Starch Sections, and other Sections not elsewhere included. One male apprentice to every three or fraction of three male workers receiving not less than 80s. per week of 44 hours. One girl apprentice to every three or fraction of three women workers receiving not less than 42s. per week of 44 hours. Candle Section. One apprentice to every three or fraction of three workers receiving not less than 42s. per week of 44 hours. An indenture of apprenticeship prescribed by the Board was approved on 31st July, 1925.	Grocers' Sundries, Polish, or Starch Sections, and other sections not elsewhere included. One male improver to every four or fraction of four male workers receiving not less than 80s. per week of 44 hours. One girl improver to every four or fraction of four women workers receiving not less than 42s. per week of 44 hours. Candle or Soap and Soda Sections. One improver to every five or fraction of five workers receiving not less than 80s. per week of 44 hours.
16 to 17 "	..	26 9	.. 20 6		
17 " 18 "	..	32 9	.. 24 9		
18 " 19 "	..	39 3	.. 27 9		
19 " 20 "	..	46 6	.. 31 9		
20 " 21 "	..	57 9	.. 35 9		

JUVENILE WORKERS.

WAGES PER WEEK OF 44 HOURS.				DEFINITIONS.	
		Males.	Girls.		
		s. d.	s. d.		
14 to 15 years	..	18 0	..	Grocers' Sundries Section, and other Sections not elsewhere included. Persons under the age of 21, other than apprentices or improvers, engaged in filling any bags, weighing, closing, wrapping or labelling or casing packets, tins, bottles, or bags for stock, or assisting in the manufacture of vermicelli or Italian paste.	
15 " 16 "	..	19 0	..		
16 " 17 "	..	23 6	..		
17 " 18 "	..	27 3	..		
18 " 19 "	..	32 3	..		
19 " 20 "	..	41 9	..	Polish Section. Persons under the age of 21, other than apprentices or improvers employed at wrapping, packing, bottling, labelling, tinning or putting up, filling, weighing, or closing.	
20 " 21 "	..	46 6	..		
				Soap and Soda Section. Persons under the age of 19, other than apprentices or improvers, employed in wrapping or packing washing soap or soap extract.	
				Candle Section. Persons under the age of 21, other than apprentices or improvers, who, if males, are employed at candle cutting, wick winding, or packing candles, or, if girls, are employed packing candles in boxes, or wrapping or labelling candles.	
				Starch Section. Persons under the age of 21, other than apprentices or improvers, who, if males are employed at any work excepting— (1) weighing and carrying rice; (2) range work; (3) sheet laying, shaking, carrying out and cutting out draining boxes; (4) Filling and emptying crusting stoves; or, if girls, are employed scraping and wrapping blocks, or filling, weighing, labelling, or casing starch.	

OTHER EMPLOYEES.

WAGES PER WEEK OF 44 HOURS.

		£ s. d.			£ s. d.			£ s. d.
Grocers' Sundries Section, and other Sections not elsewhere included.			Soap and Soda Section.			Candle Section.		
Miller, i.e., an employee in charge of one or more grinding departments	4 10 6	Soapmaker's assistant ..	4 10 6	Acidifier	4 6 0	
Roaster	4 10 6	Foreman in charge and actually working in the frame room, packing room, and cutting room ..	4 10 6	Stillman	4 6 0	
Stonedresser	4 10 6	Milling room foreman in charge of and actually working at the milling of soap ..	4 6 0	Glycerine distiller	4 6 0	
Coffee essence maker, i.e., an employee in charge of vacuum pans making coffee essence ..	4 7 6		Soap mixer, i.e., an employee in charge of and actually working at a power crutcher ..	4 6 0	Evaporator	4 6 0	
Mixer or blender, i.e., an employee in charge of one or more mixing or blending departments ..	4 5 0		Caustic soda and silicates preparers, i.e., employees engaged in preparing caustic soda and silicates for soapmaker ..	4 6 0	Candle moulder, with twelve months' experience	4 6 0	
Kilnman, i.e., an employee in charge of and actually doing the work of a kilnman ..	4 3 6		Soda crystal maker, i.e., an employee in charge of and actually working at soda crystal making ..	4 5 0	Candle moulder, with less than twelve months' experience	4 4 0	
Mill assistant, i.e., an employee (working under the direction of a miller who supervises the running of grinding rolling, or cleaning machines ..	4 3 0		Soap-cutting machinist, i.e., an employee in charge of and actually working at a power soap-cutting machine ..	4 4 6	Candle room ganger	4 6 0	
Bagged goods carrier or stacker, i.e., an employee engaged carrying or stacking cereal or other bagged goods in their raw state, but not engaged in the manufacture or delivery of goods ..	4 3 0		Soap cutter by hand, i.e., an employee in charge of and actually cutting soap by hand ..	4 4 6	Press room ganger	4 6 0	
Storeman and packer ..	4 3 0		Soap crutcher by hand ..	4 4 0	Cupboard runner	4 6 0	
Storeman and packer in charge of six or less storemen and packers ..	4 6 0		Power stamping machinist, i.e., an employee in charge of and actually working at a power stamping machine ..	4 2 6	Provided that where cupboard runners are required to remain in the cupboard at a temperature of 100° F. for more than half an hour continuously on any one day, 6d. per day extra shall be paid.			
Storeman and packer in charge of seven or more storemen and packers ..	4 10 0		Storeman and packer ..	4 3 0	Storeman and packer	4 3 0	
All other adult men ..	4 0 0		Storeman and packer in charge of six or less storemen and packers ..	4 6 0	Storeman and packer in charge of seven or more storemen and packers	4 10 0	
All other adult women ..	2 2 0		Storeman and packer in charge of seven or more storemen and packers ..	4 10 0	All other adult men	4 0 0	
Polish Section.			All other adult women ..	2 2 0	All other adult women	2 2 0	
Foreman ..	4 5 0		Starch Section.		Foreman	4 10 6	
Mill hand, i.e., an employee working at a mill used for the grinding of moulders' blacking, moulders' plumbago preparation, charcoal, or coal dust ..	4 5 0		Stone dresser or miller ..	4 10 6	Leading Hand, i.e., an adult employee who gives instructions and is responsible for the work done in the starch factory	4 7 6	
Boot polish mixer, i.e., an employee in charge of and actually working at mixing boot polishes ..	4 5 0		Millstone attendant ..	4 3 0	Person in charge of starch draining boxes	4 3 0	
Boot blacking mixer, i.e., an employee in charge of and actually working at mixing boot blacking ..	4 5 0		Person in charge of cornflour runs ..	4 3 0	Storeman and packer	4 3 0	
Washing blue mixer, i.e., an employee in charge of and actually working at mixing washing blue ..	4 5 0		Storeman and packer in charge of six or less storemen and packers ..	4 6 0	Storeman and packer in charge of seven or more storemen and packers	4 10 0	
Storeman and packer ..	4 3 0		All other adult men ..	4 0 0	All other adult men	4 0 0	
Storeman and packer in charge of six or less storemen and packers ..	4 6 0		All other adult women ..	2 2 0	All other adult women	2 2 0	
Storeman and packer in charge of seven or more storemen and packers ..	4 10 0							
All other adult men ..	4 0 0							
All other adult women ..	2 2 0							

(3) **EMPLOYMENT.—WEEKLY WAGES.**—(a) Employees may be engaged by the week, and when so engaged must be available ready, and willing to perform such work as the employer shall from time to time require on the days and during the hours usually worked by the class of employees affected.

(b) Employment for the first two weeks of service shall be from day to day at the weekly rate fixed.

(c) Any weekly employee not attending for duty shall lose his or her pay for the actual time lost unless he or she produces or forwards within 24 hours of the commencement of such absence satisfactory evidence to the employer that his or her non-attendance was due to personal ill-health or accident necessitating such absence, but such employee shall not be entitled to payment for non-attendance on the grounds of personal ill-health or accident for more than six days in each year commencing from the 21st December.

(d) An employee is not to be entitled to more than six days' payment in any year for such non-attendance notwithstanding that he or she may be employed during the year by more than one employer.

(4) **HOURS OF WORK.**—(a) The hours of employment without payment for overtime shall not exceed 44 per week. Except as to shift workers ordinary hours shall be worked in 5 days of 8 hours, and one day (Saturday) of 4 hours, or in 5 days of 8 hours, 48 minutes each, continuously, except breaks for meals, between 7 a.m. and 5.30 p.m. on Monday to Friday inclusive, and 7 a.m. to noon on Saturday, at the discretion of the employer. Provided that the spread of hours herein prescribed may be altered by mutual agreement between an employer and the Manufacturing Grocers Employees' Federation of Australia.

(b) The employer shall fix the starting and finishing times, provided that no change in such fixed times shall be made except by agreement between the employer and the Manufacturing Grocers Employees' Federation of Australia, and provided further that one week's notice of any such change shall be given to the employees.

(5) **OVERTIME.**—All work performed outside the starting and finishing times, provided for in clause 4 or fixed pursuant to an agreement under clause 11 (d) of this Determination, or in excess of 44 hours per week, shall be paid for at the rate of half time in addition to ordinary time. Overtime rates shall be paid on the basis of a quarter of an hour. A fraction of a quarter of an hour shall be paid for as a quarter of an hour. Piece-work done outside the starting and finishing times shall be paid for with the addition of a half rate to the ordinary rate.

(6) **SPECIAL RATES.**—(a) Employees shall receive payment at double time rate for work done on Sunday, and shall receive payment at ordinary rate in addition to the full weekly rate for work done on Christmas Day, Boxing Day, New Year's Day, Australia Day (26th January), Labour Day, Good Friday, Easter Saturday, Easter Monday, King's Birthday; 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.

(b) When Christmas Day, Boxing Day, or New Year's Day, or a proclaimed substitute therefor falls on a day other than Sundays and payment of wages is not included in the weekly wage in consequence of the Christmas holidays having been taken as provided for in sub-clause (f) hereunder, then employees shall receive payment for each of such days calculated as eight hours.

(c) All employees on time work off duty on any of the above-mentioned holidays, other than Sunday, shall be paid for such days at ordinary rate. Piece-workers shall be paid for such holidays and Sundays at the rate payable to employees on time work doing the same class of work.

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

(e) Where the majority of the employees of any establishment or of any department agree with the employer to work part time for any period, or to close down for any period on the days other than the prescribed holidays, the weekly rate shall not apply.

CHRISTMAS HOLIDAYS.—(f) On or before the 14th December in each year the employer shall be given or may obtain notice of the number and names of his adult employees who do not elect to work on the working days between Christmas Day and New Year's Day. If more than 33 per cent. of such of the adult employees in any particular establishment as come within the classification in this Determination indicate to the employer their election not to work on such days, then the employer may if he chooses, close down his establishment on such days, provided that on or before the 21st December he gives notice to his employees of his intention to do so. Where such number is 33 per cent. or under, then the employer shall keep his establishment open for work on such days, or, if he closes it, he shall pay the ordinary wage to those employees who have declared themselves ready and willing to work on such days and who have not been dismissed in conformity with this Determination.

(g) Where the business is kept open for work, the employer may require the employees presenting themselves for work to work in any capacity he may appoint, provided the employees shall be paid at their ordinary rates for such work as they are called on to do.

(h) If any employee has not indicated to the employer on or before the 14th December that he does not intend to work on the days in question, and absents himself from work when the business is open for work on such days, then such employee shall receive no pay therefor.

(7) **TERMINATION OF EMPLOYMENT.**—(a) Seven days' notice of termination of employment shall be given on any day of the week by either employer or employee provided that such notice given to an employee solely for the purpose of avoiding payment for prescribed holidays shall not deprive such employee of payment for holidays occurring between such notice and re-engagement, if any.

(b) Nothing contained in this Determination shall 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 day on which the employee cannot usefully be employed because of a strike, or stoppage of work for which the employer cannot reasonably be held responsible.

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

(8) **PAYMENT OF WAGES.**—Wages shall be paid weekly on a week day other than Saturday.

(9) **MEAL TIMES.**—A lunch period of at least one half-hour for each employee shall be fixed in each factory between 12 noon and 2 p.m. for other than shift workers. No employee shall be required to work more than five hours from the starting of work in the morning without a break for lunch.

(b) Work performed during the usual meal hours shall be paid for at the rate of time and a half, but where the total hours worked (including time worked during such meal time) do not exceed the prescribed daily number of hours then such time shall be deemed to mean an additional payment at half ordinary rate only for such meal time. Such employee shall be allowed time for a meal.

(10) **REST PERIOD.**—Women workers on time work shall be allowed an interval of ten minutes between 10 a.m. and 11 a.m. for rest, and such interval shall be observed at times convenient to the employer. Such intervals shall count as time worked.

(11) **SHIFT WORKERS.**—(a) Shift workers shall have a break for meals without deduction of pay.

(b) Shift workers engaged on a second or third shift daily, other than overtime, shall receive payment at ordinary time plus 5 per cent.

(c) Shift workers on a second or third shift who are unable to travel to and from work on workmen's tickets shall be paid 1s. 6d. per week in addition to their ordinary rate of pay.

(d) Shift work, including overlapping shifts, may be arranged by agreement between the employer and the Manufacturing Grocers Employees' Federation of Australia.

(12) **SUPPLY OF MATERIALS.**—The undermentioned materials shall be provided free of charge by every employer—

(a) All necessary tools of trade, which shall be kept in good repair by the employer.

(b) Uniforms and caps required by the employer to be worn by the employees.

(c) Goggles for employees engaged in work injurious to the eyes.

(13) **TEA MONEY.**—Any employee required to work overtime for any period in excess of one hour after the usual hour of ceasing duty shall either be supplied with a meal at the employer's expense, or be allowed 2s. for each meal required if the expense is incurred. Provided that this clause shall not apply where the employee was notified the previous day of the intention to work overtime. Provided further that where the employee was notified the previous day of the intention to work overtime and such overtime was not worked he shall be entitled to the meal allowance herein provided.

The provisions of this clause shall not apply in the case of boys under sixteen years of age or women or girls employed in factories whose conditions regarding overtime are governed by section 38 of the *Factories and Shops Act 1928* (No. 3677).

(14) **PIECEWORK.**—The Board determines under Section 150 of the *Factories and Shops Act 1928* (No. 3677) that the employer may fix his or her own piecework rates, provided such prices enable an employee of average capacity working under like conditions to earn at least 10 per cent. above the minimum weekly wage in their respective classes. The same piecework prices shall be paid to all pieceworkers doing the same operation in the factory, whether they be improvers or juveniles on piecework or otherwise.

(b) Pieceworkers who are requested to wait on or about the employer's premises for work on any one day for more than half an hour shall be paid for such waiting time at the rate based on the minimum weekly wage.

(c) A weekly pieceworker shall be allowed in each week sufficient piecework to enable such employee to earn at least the prescribed rate fixed in this Determination for the class of work performed. If such work is not provided, and the employee is ready and willing to perform all work provided, then such employee shall be paid the minimum wage applicable to the employee so employed.

(d) Pieceworkers working overtime for less than 15 minutes, or any fraction of 15 minutes, shall have their payment computed on the basis of an average amount of work done in 15 minutes.

(15) **DESTRUCTION OF CLOTHING.**—Where satisfactory evidence is produced by an employee that, when dissolving caustic soda, using solutions of caustic soda or mineral acids, his or her clothing has been destroyed through no fault of such employee, reparation shall be made by the employer.

(16) **WEIGHT CARRYING.**—No woman worker over the age of 18 years shall be required to carry a greater weight than 30 pounds. Section 207 of the *Factories and Shops Act 1928* (No. 3677) provides that no person employing any girl under the age of 18 years in a factory shall permit such girl while so employed to lift or carry a greater weight than 25 pounds.

(17) **TEMPORARY WORK.**—A temporary employee shall mean a person employed for 24 hours or less in any one week, but no employee shall be deemed to be a temporary worker where after employment for at least one week he is dismissed before he has worked 24 hours in the succeeding week, or where his non-employment for more than 24 hours is wholly attributable to causes over which the employer has no control.

Temporary workers unless dismissed for misconduct shall be paid at the rate of time and a third for all work performed.

(18) **DEFINITION.**—For the purpose of this Determination, year shall mean a period of twelve calendar months commencing on the 21st December in each year.

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

GEO. E. PARR, Secretary.

Melbourne, 23rd November, 1939.



VICTORIA GOVERNMENT GAZETTE.

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THURSDAY, DECEMBER 7.

[1939

Factories and Shops Acts.

DETERMINATION OF THE WOOLLEN AND COTTON TRADE BOARD.

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

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

I, FRANCIS ANTHONY MARZORINI, in pursuance of the powers contained in the Factories and Shops Acts and in consequence of the provisions contained in a determination made on the 14th December, 1937, by the Woollen and Cotton Trade Board and published in the *Government Gazette* on the 13th January, 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 December, 1939, to any person or persons or classes of persons employed in the trade of—

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

APPRENTICES AND IMPROVERS.

(1)

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 6	18 0	20 6	25 6	30 6	36 0	1st six months	14 6	15 0	16 0	18 0	20 0	21 6
2nd "	17 6	19 6	23 0	28 0	34 6	57 6	2nd "	15 0	17 0	18 0	19 6	22 0	32 6
3rd "	18 6	21 0	26 0	31 6	38 0	..	3rd "	17 6	19 0	20 6	22 6	25 0	..
4th "	20 6	24 0	29 0	36 0	58 0	..	4th "	19 0	20 6	22 0	25 0	34 0	..
5th "	22 6	27 0	32 0	40 6	5th "	20 6	22 0	24 0	27 0
6th "	26 0	31 0	38 0	59 6	6th "	22 0	24 0	26 6	35 0
7th "	29 0	36 0	45 6	7th "	24 0	26 6	30 0
8th "	35 0	42 0	61 6	8th "	26 6	29 6	37 6
9th "	40 0	49 6	9th "	28 6	33 0
10th "	47 0	64 0	10th "	30 6	38 0
11th "	53 6	11th "	34 0
12th "	60 0	12th "	36 0
7th year ..	67 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 wiley operations where more than four hands engaged		89 0
Leading hand in wiley 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						
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		46 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		46 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

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

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

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

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

- (3) **HOURS.**—Forty-four hours shall constitute a week's work.
- (4) **SHIFTS.**—(a) A "day shift" shall be a shift worked between the hours of 7 a.m. and 7 p.m. on Monday to Friday inclusive, and between the hours of 7 a.m. and 12 noon on Saturday.
- (b) A "night shift" shall be a shift worked between the hours of 7 p.m. and 7 a.m. Monday to Saturday inclusive.
- (c) Workers employed on night shift shall be paid 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 $7\frac{1}{2}$ per cent. extra. Male juniors employed on afternoon or night shifts shall be paid 1s. per shift extra, with a maximum payment of 6s. 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 6th day of July, 1936, 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.
- (5) **OVERTIME.**—(a) For work done by an employee before the usual starting time or after the usual finishing time of his shift or after an employee has completed the ordinary daily hours of work, overtime shall be paid at the rate of time and a half for the first 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.
- (6) **TERMS OF EMPLOYMENT.**—(a) Employment shall be on an hourly basis, except notice equivalent to 44 working hours shall be given on either side to terminate employment; such notice may be given at any time. This shall not affect the right of the employer to 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.
- (7) **MEAL HOURS.**—(a) A meal interval of not less than 45 minutes and not more than one hour shall be allowed each day, provided that by mutual arrangement between the employees and the employer a shorter meal time may be fixed, in which case it shall not be less than 30 minutes.
- (b) Time and a half rates shall be paid to any employee required to work during his meal hour. No employee shall be compelled to work for more than five hours without a break for a meal. Provided, however, that where three shifts are worked in a continuous process and it is mutually arranged, there shall be no break for meals, but employees may take their meals in the employer's time as opportunity offers.
- (c) An employee engaged in the maintenance of plant shall, when breakdowns occur, work meal hours at the ordinary rates herein prescribed whenever instructed so to do.
- (d) Meal intervals having been fixed shall not be altered except on seven days' notice posted in the factory.
- (8) **NOTICE BOARD.**—The employer shall permit a notice board to be erected in his establishment for the purpose of posting any notices thereon in connexion with meetings or other business the employees may require, provided such notices are not objected to by the management, and such notice board shall be in a prominent position.
- (9) **TOOLS OF TRADE.**—All materials and appliances required for the cleaning of machinery shall be supplied by the employer free of charge.
- (10) **LIMITATIONS.**—(a) 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.
- (11) **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.
- (12) **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.

(13) 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.

(14) 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.

(15) 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.

(16) 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.

(17) 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.

(18) 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.

(19) 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.

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

(21) 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.

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

(23) 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.

(24) **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.

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

(26) **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.

(27) **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.

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

(29) **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.

(30) **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.

(31) **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.

(32) **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.

Melbourne, 30th November, 1939.

F. A. MARZORINI,
Secretary for Labour.



VICTORIA GOVERNMENT GAZETTE.

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No. 404]

THURSDAY, DECEMBER 7.

[1939

Factories and Shops Acts.

DETERMINATION OF THE KNITTING TRADE BOARD.

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

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

(b) Work on Sunday, except in certain prescribed circumstances, is prohibited by the *Factories and Shops (Sundays) Act 1932*, No. 4102.

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 11th May, 1939, by the Knitting Trade Board, and published in the *Government Gazette* on the 1st June, 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 December, 1939, to any person or persons or classes of persons employed in the process, trade, or business of—

- (i) knitting or crocheting fabric, or any article of human wear;
- (ii) mending or repairing any knitted or crocheted fabric, or any knitted or crocheted article of human wear;
- (iii) spinning or preparing silk yarn.

(1) WAGES PER WEEK OF 44 HOURS. (DAY SHIFT.)

JUNIORS.

Hosiery Section.

MALES.							FEMALES.						
Experience.	Commencing Age.						Experience.	Commencing Age.					
	15 years or under.	16	17	18	19	20		15 years or under.	16	17	18	19	20
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>		<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
1st six months	16 6	18 0	20 6	25 6	30 6	36 0	1st six months	14 6	15 0	16 0	18 0	20 0	21 6
2nd "	17 6	19 6	23 0	28 0	34 6	57 6	2nd "	15 0	17 0	18 0	19 6	22 0	32 6
3rd "	18 6	21 0	26 0	31 6	38 0	..	3rd "	17 6	19 0	20 6	22 6	25 0	..
4th "	20 6	24 0	29 0	36 0	58 0	..	4th "	19 0	20 6	22 0	25 0	34 0	..
5th "	22 6	27 0	32 0	40 6	5th "	20 6	22 0	24 0	27 0
6th "	26 0	31 0	38 0	59 6	6th "	22 0	24 0	26 6	35 0
7th "	29 0	36 0	45 6	7th "	24 0	26 6	30 0
8th "	35 0	42 0	61 6	8th "	26 6	29 6	37 6
9th "	40 0	49 6	9th "	28 6	33 0
10th "	47 0	64 0	10th "	30 6	38 0
11th "	53 6	11th "	34 0
12th "	60 0	12th "	36 0
7th year ..	67 0	7th year ..	38 0

Any Other Section.

MALES.							FEMALES.						
Experience.	Commencing Age.						Experience.	Commencing Age.					
	15 years or under.	16	17	18	19	20		15 years or 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	17 6	19 0	21 6	26 6	31 6	37 0	1st six months	15 6	16 0	17 0	19 0	21 0	22 6
2nd "	18 6	20 6	24 0	29 0	35 6	58 6	2nd "	16 0	18 0	19 0	20 6	23 0	33 6
3rd "	19 6	22 0	27 0	32 6	39 0	..	3rd "	18 6	20 0	21 6	23 6	26 0	..
4th "	21 6	25 0	30 0	37 0	59 0	..	4th "	20 0	21 6	23 0	26 0	35 0	..
5th "	23 6	28 0	33 0	41 6	5th "	21 6	23 0	25 0	28 0
6th "	27 0	32 0	39 0	60 6	6th "	23 0	25 0	27 6	36 0
7th "	30 0	37 0	46 6	7th "	25 0	27 6	31 0
8th "	36 0	43 0	62 6	8th "	27 6	30 6	38 6
9th "	41 0	50 6	9th "	29 6	34 0
10th "	48 0	65 0	10th "	31 6	39 0
11th "	54 6	11th "	35 0
12th "	61 0	12th "	37 0
7th year ..	68 0	7th year ..	39 0

Note.—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 juniors shall apply only to such employees as are under 21 years of age.

PROPORTION (within any factory).

The proportion of juniors employed shall not exceed two to each employee receiving not less than the minimum adult rate. In determining the proportion of juniors to employees receiving the adult rate each shift shall be taken into account separately.

Provided that, in the full-fashioned department of the knitting section, the proportion of females shall be one junior female to each female receiving the adult wage, and the proportion of males shall be two junior males to each three males receiving the adult wage:

Provided also that, in computing the proportion of juniors in the full-fashioned department of the knitting section, employees in the silk throwing division shall not be counted, and the count for the remainder of the full-fashioned department shall be taken over all the shifts.

The Board has prescribed a form of apprenticeship indenture.

OTHER EMPLOYEES.

Wages per Week of 44 Hours (Day Shift).

		Hosiery Section.	Any Other Section.
Adult Males.		s. d.	s. d.
Mechanics on full-fashioned machines	100 0	..
Mechanics on all other machines	95 0	97 0
Operators of single unit full-fashioned machines	100 0	..
Operators of other full-fashioned machines (leggers and footers)—			
First year's experience	95 0	..
Thereafter	100 0	..
Pliers	95 0	..
Welt turners	85 0	..
Board and press hands	85 0	87 0
Electric machine cutters	90 0	92 0
Hand cutters	87 6	89 6
Warpers	85 0	87 0
Hand knitters on flat machines	87 6	89 6
Circular machine knitters	85 0	87 0
Millmen, scourers, bleachers, or shrinkers	84 0	86 0
Leading hand employed on dye machines or vats	88 0	90 0
All other dye-house employees operating or attending machines	83 0	85 0
All other machine operators or attendants	83 0	85 0
Warehousemen, oilers, or cleaners	83 0	85 0
Persons not otherwise provided for	80 0	82 0
Adult Females.			
Employees using Paramount or similar shapes	47 0	..
Operators of steam presses (except manual screw press)	46 0	48 0
Electric machine cutters	53 0	55 0
Hand cutters	47 0	49 0
Hand knitters on flat machines	48 0	50 0
Knitters on other machines	46 0	48 0
Linkers	48 0	50 0
Seamers, welters, overlappers, flat lockers, or interlockers	47 0	49 0
All other machine operators or attendants (including winders and operators of all finishing machines not otherwise mentioned)	46 0	48 0
Ironers	46 0	48 0
Clockers	48 0	..
Examiners, folders, graders, pairers, sorters, or parcelers	45 0	47 0
Menders on full-fashioned hose	48 0	..
Other menders	46 0	48 0
Persons not otherwise provided for	43 0	45 0

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

(b) "Machine operator or attendant" means an employee who, in the course of his or her 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 the working of three shifts per day from Monday to Saturday inclusive.
- (d) "Union" means the Victorian Branch of the Australian Textile Workers' Union.
- (3) WEEKLY HOURS.—That the number of hours to constitute an ordinary week's work shall be 44.
- (4) SHIFTS.—(a) A "day shift" shall be a shift worked between the hours of 7 a.m. and 7 p.m. on Monday to Friday inclusive, and between the hours of 7 a.m. and 12 noon on Saturday.
- (b) A "night shift" shall be a shift worked between the hours of 7 p.m. and 7 a.m. Monday to Saturday inclusive.
- (c) In addition to the rates payable to day shift employees, workers employed on night shift shall be paid at the rate of 6s. per week, unless engaged in a continuous process. If adult employees in such continuous process work three alternating shifts, they shall be paid 5 per cent. extra, if alternating afternoon and night shift $7\frac{1}{2}$ per cent. extra. Male junior employees shall be paid 1s. per shift extra on afternoon or night shifts 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.
- (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 5th July, 1935, all hours of duty beyond ten hours, even if they come within the starting and finishing times of a shift, shall be paid for at overtime rates.
- (f) The employment of females before 7 a.m. or of males under 18 years of age after 9 p.m. is prohibited.
- (g) As far as practicable employees shall work shifts in rotation.
- (5) OVERTIME.—(a) Overtime shall be paid for work performed before or after the usual starting and finishing time of each shift, or after any employee has completed the ordinary hours of duty at 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 and/or finishing time in any factory or part thereof shall not be altered, except on seven days' notice to the union.
- (c) Employees required to work overtime for more than one hour without being notified the day immediately before that they will be required to work shall either be supplied with a meal by the employer or paid 1s. 6d. each. If the notice is given and overtime is not worked (except as a result of a breakdown in machinery or plant) the tea money prescribed herein shall be paid.
- (d) Juniors under eighteen 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 might be entitled.
- (e) Youths under eighteen 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 any 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.
- (6) TERMS OF ENGAGEMENT.—(a) Engagement in the industry shall be on an hourly basis, except 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 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 usefully be employed because of any strike, or through any breakdown of machinery, or any stoppage of work, or any cause for which the employer cannot reasonably be 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 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.
- (d) Any day worker starting work shall be entitled to at least half a day's pay, and any pieceworker to half a day's work.
- (7) MEAL HOURS.—(a) A meal interval of not less than 45 minutes and not more than one hour shall be allowed each day, provided that, by mutual arrangement between the employees and the employer, a shorter meal time may be fixed, in which case it shall not be less than 30 minutes.
- (b) Time and a half rates shall be paid to any employee required to work during his or her 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, when breakdowns occur, shall 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 to the Union.
- (8) POSTING OF DETERMINATION.—A copy of this Determination shall be posted by each employer in a prominent and accessible place in his establishment.
- (9) NOTICE BOARD.—The employer shall permit to be erected in a prominent position in his establishment a notice board upon which representatives of the Union shall be allowed to post notices in connexion with union meetings or other legitimate business of the Union, provided such notices are not objected to by the management.
- (10) PAYMENT OF WAGES.—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.
- 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.
- 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.
- Not more than two days' pay of each employee shall be kept in hand by an employer.
- (11) 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.
- (12) 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.
- (13) TIME AND WAGES BOOK.—(a) The 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 1 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 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) HOLIDAYS AND SUNDAY WORK.—(a) 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) Pieceworkers 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 the fourteen days abovementioned, 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 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 pieceworkers shall be paid for at the ordinary rate payable to employees on time work doing the same class of work in addition to such piecework 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), if worked on holidays and Sundays, shall be paid at the rate of time and a half.

(15) ANNUAL HOLIDAYS.—(a) Except as hereinafter provided employers, in each year, shall 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 and bonus 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.—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) PIECEWORK.—(a) The lowest piecework price payable to any outside worker for performing any of the undermentioned work shall be as specified in the following schedule, viz:—

Description of Work.	Price per Garment.		
	Knitting or Crocheting.	Finishing.	Wholly Making up.
	s. d.	s. d.	s. d.
Pullovers, or Sweaters, or Jumpers, power fabric	0 9	2 3	3 0
Cardigans or Jackets, power fabric	0 9	2 6	3 3
Pullovers, or Sweaters, or Jumpers, hand flat fabric	1 3	2 3	3 6
Cardigans or Jackets, hand flat fabric	1 3	2 6	3 9

In the case of garments with a chest measurement not exceeding 32", the above prices may be reduced as follow:—

Knitting or Crocheting	4d. per garment reduction
Finishing	8d. " " "
Wholly making up	1s. 0d. " " "

(b) Except as provided in the preceding sub-clause, any employer may fix piecework 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 piecework prices shall be posted in the mill or factory and a copy thereof forwarded to the secretary of the local branch of the Union.

(c) Piecework 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 pieceworkers concerned.

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

(e) Adults and juniors doing the same operations shall be paid the same piecework prices.

(f) As far as practicable, different grades of work shall be equitably divided between pieceworkers.

(g) A pieceworker who also instructs learners shall receive 10s. per week in addition to piecework 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 piecework earnings.

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

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

(18) 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.

(19) **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.

(20) **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) 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.

(c) No female shall be required to use an iron weighing more than 8½ lb.

(d) No female shall be employed operating a manual screw press other than those now employed, and the rates now paid to females for such work shall be continued.

(e) One operator receiving not less than an adult operator's wage shall be employed on full-fashioned machines totalling eighteen heads or more.

(21) **OUTSIDE WORKERS.**—(u) No work of any description or class covered by this Determination shall be done or performed outside the employer's factory or workshop, except by a person who holds an outside worker's licence issued by the Secretary for Labour: Provided that no such outside worker shall employ any other person or persons whatsoever, save and except members of such worker's own family.

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

(c) An outside worker shall be deemed to be a person who works by himself or herself, except as provided in sub-clause (a), 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) Every outside worker shall be paid the prescribed piecework prices or wages rates as the case may be.

(f) Every outside worker shall be provided, free of charge, with cotton, silk, thread, and all other sewings and trimmings used in the manufacture of garments.

(g) In the case of an employer delivering or collecting the work of such outside worker, the same shall be done without charge to such outside worker.

(h) Every employer who has work done elsewhere than in his factory or workshop shall complete, each calendar month, in respect of each outside worker in his employ, a return in the form prescribed by Schedule "A" to this Determination. Such return shall be lodged with the Secretary for Labour within seven days after the end of the calendar month to which it refers.

Every outside worker shall complete, each calendar month, in respect of the work done by him or her, a return in the form prescribed by Schedule "B" to this Determination. Such return shall be lodged with the Secretary for Labour within seven days after the end of the calendar month to which it refers.

(i) Except as provided in this clause no employer shall 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)—

(1) In any place other than his usual workshop or factory; and/or

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

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

(22) **LIMITATION OF EMPLOYER'S LIABILITY.**—Where an employer has made a payment to an employee, 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.

(23) **GENERAL.**—(a) *Hot Water.*—Employees shall be provided with hot water free of charge.

(b) *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.

(c) *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.

(d) *Dining Room.*—Proper dining room accommodation shall be provided by the employer when requested to do so by a majority of his employees.

(e) *First Aid Chest.*—The employer shall provide a properly equipped first aid chest. Such chest shall comply, as to its contents, with the requirements of the Factories and Shops Acts.

(f) *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.

(g) *Tools of Trade.*—All materials and appliances required for the cleaning of machinery shall be supplied by the employer free of charge.

(h) *Changing Accommodation.*—Separate dressing accommodation shall be provided by the employer for male and female employees.

(i) *Morning Tea.*—Opportunities for morning tea shall be afforded by the employer to female employees between the hours of 10 a.m. and 11 a.m.

(j) *Floor Coverings, &c.*—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.

SCHEDULE "A"—See clause 21 (h).

EMPLOYER'S RETURN IN RESPECT OF OUTSIDE WORKER.

Return for the month of

Name of employer

Address

—	Type of Garment.	Weight.	Gauge of Machine.	Quantity.	Price.		
					Knitting.	Finishing.	Total.
				Dozen.	£ s. d.	£ s. d.	£ s. d.
Knitted Fabrics ..							
Garments							
Hose							
Half Hose							

Weight and description of raw material supplied

By whom made { Name

{ Address

Signature of employer

NOTE.—Supplies of this form may be obtained from the Secretary for Labour, Spring-street, Melbourne.

To be lodged within seven days after the end of each calendar month.

SCHEDULE "B"—See clause 21 (h).

OUTSIDE WORKER'S RETURN.

For month of

Name of outside worker

Address

—	Type of Garment.	Weight.	Gauge of Machine.	Quantity.	Price.		
					Knitting.	Finishing.	Total.
				Dozen.	£ s. d.	£ s. d.	£ s. d.
Knitted Fabrics ..							
Garments							
Hose							
Half Hose							

Weight and description of raw material supplied

For whom made .. { Name

{ Address

Signature of outside worker

NOTE.—Supplies of this form may be obtained from the Secretary for Labour, Spring-street, Melbourne.

To be lodged within seven days after the end of each calendar month.

F. A. MAZORINI.
Secretary for Labour.

Melbourne, 30th November, 1939.

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