



VICTORIA GOVERNMENT GAZETTE.

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[1942

Factories and Shops Acts.

DETERMINATION OF THE SHOPS BOARD No. 8 (DAIRY PRODUCE AND COOKED MEAT).

NOTE.—This Determination applies to the following parts of Victoria, namely:—The Metropolitan District as defined in the *Factories and Shops Act 1928* (No. 3677) and the Order in Council thereunder; such portions of the City of Sandringham as are not within the said district; the cities of Ballarat, Bendigo, Geelong, Geelong West, and Warrnambool; the town of Newtown and Chilwell; and the boroughs of Eaglehawk and Sebastopol.

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 a seller of Dairy Produce or Cooked Meat," has made the following Determination, namely:—

(1) That on the 6th July, 1942, the last previous Determination of this Board shall be revoked and replaced by this Determination.

(2)

Apprentices or Improvers.				Other Employees.			
Males.		Females.		Males.		Females.	
WAGES.		WAGES.		WAGES.		WAGES.	
Per Week of 46 Hours.		Per Week of 46 Hours.		Per Week of 46 Hours.		Per Week of—	
s. d.		s. d.		s. d.		s. d. Hours.	
Under 15 years of age ..	18 0	15 years of age or under ..	21 0	Manager (i.e., the principal employee in any shop except a shop in which an owner or partner is working manager)	117 6	113 0	46
15 years of age ..	25 0	16 years of age ..	24 9	Travelling salesman—			
16 years of age ..	33 9	17 years of age ..	30 9	21 years of age ..	91 3	87 3	49*
17 years of age ..	45 0	18 years of age ..	39 3	22 years of age ..	99 3	95 3	49*
18 years of age ..	56 0	19 years of age ..	43 6	23 years of age or over ..	104 6	100 6	49*
19 years of age ..	64 6	20 years of age ..	48 0	All others—			
20 years of age ..	74 9			21 years of age ..	91 3	87 3	46
				22 years of age ..	99 3	95 3	46
				23 years of age or over ..	104 6	100 6	46
PROPORTION (in any shop or place).		PROPORTION (in any shop or place).		Manageress (i.e., principal employee in any shop where females only are employed, except a shop in which an owner or partner is working manager)—			
<i>Apprentices.</i>		<i>Apprentices.</i>		In charge of three or more assistants ..	82 3	80 6	46
One apprentice to every three or fraction of three male workers receiving not less than the minimum wage.		One apprentice to every three or fraction of three female workers receiving not less than the minimum wage.		In charge of less than three assistants ..	69 3	67 0	46
<i>Improvers.</i>		<i>Improvers.</i>		All others ..	57 0	55 3	46
One improver to first two or fraction of two, two to three; and thereafter one improver to every additional two male workers not under the age of 23 years.		One improver to first three or fraction of three, two to four; and thereafter one to every additional three female workers receiving not less than the minimum wage.					

* Including time occupied in attending horses or motor vehicles.

NOTE.—Section 109 of the "Factories and Shops Act 1928" (No. 3677) provides that a shopkeeper shall not charge any manager or assistant who is required to reside on the premises in connexion with the shop in which the business of such shopkeeper is carried on a greater sum as rent for such premises than ten shillings per week.

(3) OVERTIME.—All time worked—

- (a) in excess of the number of hours fixed as a week's work,
 (b) after 12.45 p.m. on Saturday,

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

(4) TIME RATE.—Any person employed on time wages for less than the number of hours of an ordinary week's work shall for each hour worked up to one-half the number of hours fixed in this Determination for an ordinary week's work be paid at the ordinary wages rate with an addition of thirty-three and one-third per centum, and for each hour worked beyond the one-half aforesaid shall be paid the ordinary wages rate up to but not exceeding ordinary wages rates for an ordinary week's work.

(5) TERMINATION OF EMPLOYMENT.—Except where the conduct of an employee justifies instant dismissal, one week's notice of termination of employment shall be given on a Monday by either employer or employee, or one week's wages shall be paid or forfeited in lieu thereof. This provision shall only apply in the case of an employee who has been employed continuously for three months or more.

(6) ALLOWANCE.—Where, in conformity with the custom of the trade, an employee wears, when at work, a washable outer garment, the laundering of which is not paid for by the employer, such employee shall be paid 3s. per week if a male, and 2s. 6d. per week if a female, in addition to the ordinary rate.

(7) SPECIAL RATES.—Time and a half shall be the special rate payable for all work done on Sunday, Australia Day, Labour Day, Good Friday, Easter Monday, King's Birthday, Show Day (in localities mentioned in the Twelfth Schedule to the *Public Service Act 1928*), Cup Day (in the Metropolitan District as defined in the *Factories and Shops Act 1928* (No. 3677) and the Order in Council thereunder), Christmas Day, Boxing Day, New Year's 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 be payable only for work done on the day so substituted.

(8) ANNUAL LEAVE.—All employees shall be entitled to the following annual holidays (exclusive of the holidays mentioned in Clause 7) on full pay;—

- | | | |
|--|----|---------|
| (a) At the end of the first year's continuous service with an employer | .. | 6 days |
| (b) " " " second year's " " " " | .. | 10 days |
| (c) At the end of each succeeding year's " " " " | .. | 12 days |

(9) PAYMENT OF WAGES.—Payment of wages, including overtime, tea money, special rates, &c., shall be made not later than Thursday of each week, and during working hours.

(10) MEAL INTERVALS.—All employees shall be allowed not less than one hour for a meal interval which must be taken between the hours of 12 noon and 2 p.m., and not more than five hours shall be worked between each meal. On Friday night or any other late trading night an interval of at least 35 minutes shall be allowed. During such meal intervals employees shall be allowed to leave the employer's premises.

(11) NOTICE TO WORK OVERTIME.—At least 24 hours' notice shall be given when overtime is required to be worked.

(12) TEA MONEY.—Any employee required to work overtime shall be paid not less than 1s. 6d. tea money in addition to the overtime rates as prescribed for in this Determination.

Provided that such tea money shall not be payable when a meal is supplied by the employer.

(13) NOTICE OF INTENTION TO RATION.—Where an employer, owing to slackness of trade, desires to ration his employees, he shall give at least seven days' notice to each employee of his intention to ration such employee.

(14) BICYCLE ALLOWANCE.—Where an employer directs an employee to use his bicycle in the performance of his duties, such employee shall be paid an allowance at the rate of 3s. 6d. per week for such period as the bicycle is used.

(15) REFERENCE.—On an employee being dismissed or leaving his or her employment he or she shall be entitled to and shall receive from the employer a reference stating the length of service, character, and qualifications. Such reference shall be given to the employee immediately on the termination of employment.

(16) FARES.—Fares shall be paid by the employer to an employee who is required to work in more than one shop on the same day.

(17) REST PERIOD.—An interval of ten minutes each morning and afternoon shall be given as a rest period to all employees, and shall be counted as time worked.

(18) SICK LEAVE.—Any employee not attending for duty, who has had not less than twelve months' service with the same employer shall not lose his or her pay for the actual time lost if such employee produces or forwards within 24 hours of the commencement of such absence evidence, satisfactory to the employer, that his 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 17th June, 1940.

(19) TIME AND WAGES RECORD.—Time and wages records showing the name of each employee, the hours worked by and the wages and overtime paid to each employee, shall be kept by the employer and completed weekly.

J. W. CLARKE, Chairman.

GEO. E. PARR, Secretary.

Melbourne, 2nd July, 1942.