



VICTORIA GOVERNMENT GAZETTE.

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[1942]

Factories and Shops Acts.

DETERMINATION OF THE SHOPS BOARD No. 1 (BOOT DEALERS).

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

IN accordance with the provisions of the Factories and Shops Acts the Wages Board appointed to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons whosoever employed in the business of a seller of boots, shoes, or slippers, being a business usually or frequently carried on in a shop," has made the following Determination, namely:—

(1) That on the 10th July, 1942, the last previous Determination of this Board shall be revoked and replaced by this Determination.

(2)

Apprentices or Improvers.			Wages per Week of 46 Hours.	
			Males.	Females.
			s. d.	s. d.
Under 16 years			16 0	14 6
16 years			20 6	19 6
17 "			30 6	25 6
18 "			38 0	32 6
19 "			48 0	37 0
20 "			58 0	42 0
Provided that any apprentice or improver without previous experience entering the trade at 17, 18, 19, or 20 years of age may be paid for his or her first year's service 12½ per cent. and for his or her second year's service 10 per cent. less than the rates fixed above.				

PROPORTION (IN ANY SHOP OR PLACE).		
APPRENTICES.		
Males.		
One male apprentice to every three or fraction of three male persons receiving not less than 74s. per week of 46 hours.		
Females.		
One female apprentice to every three or fraction of three female persons receiving not less than 40s. per week of 46 hours.		
An indenture of apprenticeship prescribed by the Board was approved on 28th March, 1923.		

IMPROVERS.		
Males.		
Two male improvers to one	} male persons receiving not less than 74s. per week of 46 hours,	
Four " " " two		
Five " " " three		
Six " " " four		
Seven " " " five		
Eight " " " six		
Nine " " " seven		
Ten " " " eight		
and thereafter one additional male improver to every two or fraction of two additional.		

Wages per Week of 46 Hours.		

Apprentices or Improvers.		Other Employees.	
		Wages per Week of 46 Hours.	
		Within the Metropolitan District and such portion of the City of Sandringham as is not included within the said District; the Cities of Geelong and Geelong West; and the Town of Newtown and Chilwell.	All other parts of Victoria where this Determination applies.
PROPORTION (IN ANY SHOP OR PLACE). IMPROVERS. <i>Females.</i>		<i>s. d.</i>	<i>s. d.</i>
Two female improvers to one	female persons receiving not less than 46s. per week of 46 hours,		
Four " " " two			
Five " " " three			
Six " " " four			
Seven " " " five			
Eight " " " six			
Nine " " " seven			
Ten " " " eight			
and thereafter one additional female improver to every two or fraction of two additional			
Provided that one female improver in lieu of one male improver, or one male improver in lieu of one female improver, may be employed.			
		FEMALES.	
		Managers of a shop or head saleswoman, i.e., the principal employee in any shop, branch shop, or boot and/or shoe department in any establishment in which are sold goods other than those sold by bootdealers, notwithstanding she may be under the orders of another person who does not devote his whole time to the supervision of such shop, branch shop, or department—	
		(a) Working singly	118 6 113 6
		(b) In charge of 1, 2, 3, or 4 persons	124 0 116 6
		(c) In charge of 5 or more persons	135 0 127 0
		Saleswomen—	
		21 years of age	46 0 46 0
		22 years of age	50 6 50 6
		23 years of age or over	60 0 56 0

(3) OVERTIME.—(a) All time worked in excess of 46 hours in any week shall be paid for at the rate of time and a half for the first three hours and double time thereafter.

(b) All time worked after 12.45 p.m. on Saturday shall be paid for at the rate of double time.

(4) TIME WAGES.—Any person employed on time wages for less than the number of hours fixed for an ordinary week's work shall for each hour worked up to 23 hours be paid—

(a) in any week in which two or more public holidays occur .. At the ordinary wages rate, with an addition of fifty per centum.

(b) in any other week At the ordinary wages rate, with an addition of thirty-three and one-third per centum,

and for each hour worked beyond the 23 hours aforesaid shall be paid at the ordinary wages rate up to but not exceeding ordinary wages rates for an ordinary week's work.

Provided that no such person shall be paid for less than two hours on any one Saturday and not less than three hours on any one day other than a Saturday.

(5) SPECIAL RATES.—Double time shall be the rate for all work done on Sunday and time and a half shall be the rate for all work done on New Year's Day, Australia Day (26th January), Good Friday, Easter Saturday (except in the area enclosed by and including Flinders-street, Spencer-street, Lonsdale-street, and Spring-street, in the City of Melbourne, where the rate of treble time shall be paid), Easter Monday, Labour Day (21st April), King's Birthday, Christmas Day, and Boxing Day or after 1 p.m. on Show Day (in such localities mentioned in the Twelfth Schedule to the *Public Service Act 1928* as are within the area to which this Determination applies); but if any other day be by Act of Parliament or Proclamation substituted for any of the abovenamed holidays, the special rate shall only be payable for work done on the day so substituted.

(6) NOTICE OF INTENTION TO WORK OVERTIME.—At least four hours' notice of intention to work overtime shall be given to an employee before such employee is required to work beyond the usual time of ceasing duty.

(7) MEAL ALLOWANCE.—An employee required to work any overtime in excess of one hour beyond the usual time of ceasing duty shall be paid a meal allowance of 1s. 6d. Such allowance shall be paid on the day upon which the overtime is worked and shall be in addition to any payment due for such overtime.

(8) GARMENT ALLOWANCE.—Any employee who is required to wear, when at work, a washable outer-garment, dust-coat, or overall, shall be paid 2s. per week in addition to the ordinary wage, unless the garment is both provided and laundered by the employer.

(9) BICYCLE ALLOWANCE.—Where a bicycle is provided by an employee and is required to be used in connexion with his employer's business, an allowance of 2s. per week in addition to the ordinary wage shall be paid to such employee.

(10) PAYMENT OF FARES.—Where an employee is required by his or her employer to move temporarily from one branch or shop to another all additional fares so incurred shall be paid by the employer.

(11) REFERENCE.—An employee, on severing his or her connexion with an employer, shall be entitled to and shall receive from such employer a reference in writing, stating his or her period of service and qualifications.

(12) SICK PAY.—Any employee who, having had at least three months' service with the same employer, is absent from duty as a result of personal ill health or accident shall be entitled to sick pay at the ordinary rate, for six days in any one year commencing from the 21st November, provided that evidence satisfactory to the employer is produced to prove that such absence was due to personal ill health or accident.

(13) ANNUAL LEAVE.—Any employee who has been in the service of an employer for a period of not less than twelve months shall be granted, in each year, annual leave on full pay (exclusive of the holidays mentioned in clause (3)), as shown hereunder, viz. :—

On completing 1st year's service	Six consecutive working days
" " 2nd " "	Nine " " "
" " 3rd " "	Twelve " " "
" " each additional year's service	Twelve " " "

Such leave shall be given within three months of the completion of each year's service.

Should the services of an employee, who has served at least twelve months with the same employer, be terminated at any time thereafter he shall be entitled to *pro rata* holidays on full pay, but, should such employee be dismissed at any time for misconduct, he shall not be entitled to any such *pro rata* holidays.

(14) **REST PERIOD.**—All employees shall be allowed two rest intervals on each day as follows:—(a) The first of ten minutes to be allowed between the time of commencing work and the usual meal interval; (b) the second of ten minutes to be allowed between the usual meal interval and the time of ceasing work for the day. Such intervals are to be counted as part of time worked.

(15) **TIME AND WAGES RECORDS.**—An employer shall keep time and wages records showing the name of each employee, the hours worked each week by, and the wages and overtime paid to each employee.

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

(17) **PAYMENT OF WAGES.**—Wages shall be paid not later than Thursday in each week and must be paid during working hours.

NOTE.—Section 176 of the Factories and Shops Act 1928 (No. 3677) provides that, where the provisions of a Determination of a Wages Board apply, a true copy of such Determination shall be posted in some conspicuous place in such a position as to be easily read by the persons employed therein. Penalty not exceeding £10.

F. W. BOND, Chairman.

H. N. JONES, Secretary.

Melbourne, 24th June, 1942.

