



VICTORIA GOVERNMENT GAZETTE.

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[1942

Factories and Shops Acts.

DETERMINATION OF THE BOARDING HOUSES 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 30th June, 1925, has had the power "to determine the lowest prices or rates which may be paid to any persons employed in Boarding Houses with accommodation for four or more boarders" has made the following Determination, namely:—

(1) That on the 21st August, 1942, the last previous Determination of this Board shall be revoked and replaced by this Determination.

(2)

APPRENTICES OR IMPROVERS.

	Wages per Week.						PROPORTION (IN ANY PLACE). MALES OR FEMALES. <i>Apprentices.</i> One apprentice to every three or fraction of three workers receiving not less than the minimum wage. <i>Improvers.</i> One improver to every four or fraction of four workers receiving not less than the minimum wage.
	Males.			Females.			
	Ordinary Wage.	War Loading.	Total Wage.	Ordinary Wage.	War Loading.	Total Wage.	
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	
During 1st 6 months' experience	18 0	0 9	18 9	17 3	0 9	18 0	
" 2nd " " "	23 3	1 0	24 3	20 6	1 0	21 6	
" 3rd " " "	28 6	1 3	29 9	26 6	1 3	27 9	
" 4th " " "	32 6	1 3	33 9	28 6	1 3	29 9	
" 5th " " "	38 9	1 6	40 3	
" 6th " " "	45 6	2 0	47 6	
4th Year's experience	63 0	2 9	65 9	
and thereafter the minimum wage.							

OTHER EMPLOYEES.	WAGES PER WEEK. †	
	*Minimum Wage, without Board and Lodging.	
	Metropolitan District; the Cities of Ballarat, Bendigo, Geelong, Geelong West, Sandringham, and Warrnambool, the Town of Newtown and Chiltwell, and the Boroughs of Eaglehawk and Sebastopol.	All other Parts of Victoria.
	<i>s. d.</i>	<i>s. d.</i>
<i>Males.</i>		
Porter	98 0	95 0
Head Waiter	102 0	99 0
Other Waiters	98 0	95 0
First Cook, where the number of persons employed in the kitchen is eight or more	132 0	129 0
Five, six, or seven	117 0	114 0
Three or four	107 6	104 6
Two or less	103 0	100 0
Second Cook, where the number of persons employed in the kitchen is eight or more	112 0	109 0
Five, six, or seven	103 0	100 0
Other Second Cooks	100 6	97 6
Sweets Cook	103 0	100 0
Grill, Relieving, or Assistant Cook	100 6	97 6
Pantryman or Kitchenman	98 0	95 0
Persons not otherwise provided for	98 0	95 0

* Except in the case of an apprentice or an improver, the minimum wage shall be, where the employer—
(a) boards the employee with three meals per day, 15s. per week less, or
(b) boards and lodges the employee, 20s. per week less.

(2)—continued.

OTHER EMPLOYEES.	WAGES PER WEEK.†	
	*Minimum Wage, without Board and Lodging.	
	Metropolitan District: the Cities of Ballarat, Bendigo, Geelong, Geelong West, Sandringham, and Warrnambool, the Town of Newtown and Chilwell, and the Boroughs of Eaglehawk and Sebastopol.	All other Parts of Victoria.
<i>Females.</i>	<i>s. d.</i>	<i>s. d.</i>
Housekeeper	72 0	69 0
Laundress	60 6	57 6
Housemaid, Parlourmaid, or General	57 6	54 6
Head Waitress	60 6	57 6
Other Waitresses	57 6	54 6
First Cook	72 0	69 0
Second Cooks	64 0	61 0
Sweets Cook	66 0	63 0
Grill, Relieving, or Assistant Cook	62 6	59 6
Pantrymaid or Kitchenmaid	57 6	54 6
Persons not otherwise provided for	57 6	54 6

* Except in the case of an apprentice or an improver, the minimum wage shall be, where the employer—
 (a) boards the employee with three meals per day, 15s. per week less, or
 (b) boards and lodges the employee, 20s. per week less.

† NOTE.—WAR LOADINGS: For convenience War Loadings as follows:—

Males	4s. 0d. per week
Females	2s. 6d. "

have been included in wages for employees classified under heading of other employees, but war loadings are not to be taken into account when computing the penal rates payable for overtime or for work done on public holidays stated in clause (7).

NOTE.—A copy of this Determination shall be displayed at or near the entrance of every establishment where the Determination of this Wages Board applies.

Under the provisions of Section 7 of the Factories and Shops Act 1938 (No. 4461) every employer of any employee in any Boarding House is required to keep a time-book or other record in the prescribed form wherein each employee shall enter daily a record of the hours worked.

(3) HOURS.—The number of hours to constitute an ordinary week's work shall be 46.

(4) TERMS OF EMPLOYMENT.—All employees (other than casual employees) shall be engaged by the week and shall be paid weekly. Except in the case of misconduct by either employer or employee forty-eight hours' notice shall be given by the employer or employee to terminate employment, or in lieu of such notice, two days' wages shall be paid by the employer or forfeited by the employee. When notice of termination of service has been given, employees shall be paid within 24 hours from the expiry of such notice.

(5) CASUAL LABOUR.—Casual employees, i.e., persons employed for less than the number of hours fixed for an ordinary week's work shall be paid as follows:—

For the first 23 hours	Time and a half
Thereafter	Time and a third

Provided that the earnings of a casual employee shall not exceed the ordinary wages rates for an ordinary week's work.

(6) OVERTIME.—The following rates shall be paid for overtime:—

For all work done outside a period of 13 hours per day from the time of their beginning to the time of their ending work	Time and a half ..	} Calculated on the full rate, i.e., the rate fixed before deducting board and lodging
For all work done in any week (within a period of 13 hours per day from the time of their beginning to the time of their ending work) in excess of the maximum number of hours fixed as a week's work	Time and a half ..	

(7) SPECIAL RATES.—The special rate payable to persons for work done on Christmas Day or Boxing Day, and New Year's Day, Australia Day, Labour Day, Good Friday, Easter Monday, and King's Birthday shall be time and a half, calculated on the rates fixed before deducting board and lodging; 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 on the day so substituted.

(8) ANNUAL LEAVE.—All persons (other than casual employees) shall receive one week's leave of absence (exclusive of the holidays mentioned in clause (7)) on full pay on completion of each twelve calendar months' service. Such leave may be applied for and shall commence at any time within four months of becoming due provided that if an employee leaves or is dismissed before being granted leave then due he or she shall be entitled to payment of a week's wage in lieu of same. An employee shall receive at least seven days' notice of the day on which the annual leave is to begin. An employee who leaves or is dismissed after having worked for six months or over shall be entitled to a *pro rata* leave or payment in lieu thereof.

For the purpose of this clause no service prior to the 18th May, 1939, shall be taken into account.

(9) PAYMENT FOR TRANSPORT.—Where an employee is engaged for a country or a seaside boarding house, and has to travel 20 miles or more to take up service, he or she shall be paid for his or her transport both ways if—

- (a) he or she serves with satisfaction to his or her employer for four weeks; and
- (b) is willing to complete the full period of his or her engagement.

(10) UNIFORMS.—Where any female employee is required by the employer to wear a special uniform (other than a black, white, or black and white dress, white apron and cap) such uniform shall be provided and laundered by the employer.

(11) UNION OFFICIALS RIGHT OF ENTRY.—Any official of the Federated Liquor and Allied Trades Employees Trades Union of Australasia authorized in writing by the Secretary for Labour shall have the right to enter any establishment or premises covered by this Determination in order to inspect time-sheets and to interview employees on any matter connected with their employment. Such accredited official before entering such establishment or premises shall produce the authority in writing mentioned on a demand by the employer or his representative for such production.

(12) DEFINITION.—"Sweets Cook" shall include any person manufacturing cakes or pastry for meals supplied by the employer.

(13) PERIODICAL ADJUSTMENT OF WAGES.—The wages rates for "Other Employees (Males)" set out in clause (2) are based upon the following basic wage and, pursuant to and in accordance with the provisions of section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically increased or decreased by the same amount, and at the same time, as such basic wage.

Provided that proportionate adjustments to all other rates shall be made at the same time as follows:—

(a) The rates for "Other Employees (Females)" shall be automatically increased or decreased by half of the increase or decrease in the basic wage.

(b) The rates for apprentices and improvers shall be adjusted proportionately to adjustments of the basic wage—such adjustments to be to the nearest 3d., half or less than half of 3d. to be disregarded.

The basic wage shown hereunder shall be adjusted as prescribed in clause (14).

Basic Wage.

Place.	Needs Basic Wage (Adjustable).	Loading (Constant).	Total Basic Wage.	Index Number Set Assigned.
	Per week. £ s. d.	Per week. £ s. d.	Per week. £ s. d.	
Within the area to which this Determination applies	4 8 0	0 6 0	4 14 0	Melbourne

(14) ADJUSTMENT OF BASIC WAGE.—(a) Until the beginning of the first pay period to commence in November, 1942, the amount of the basic wage shall be as prescribed in clause (13).

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

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

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

Table.

Index Number Divisions.		Basic Wage.	Index Number Divisions.		Basic Wage.
		£ s. d.			£ s. d.
859- 870	3 10 0	1007-1018	4 2 0
871- 882	3 11 0	1019-1030	4 3 0
883- 896	3 12 0	1031-1043	4 4 0
896- 907	3 13 0	1044-1055	4 5 0
908- 919	3 14 0	1056-1067	4 6 0
920- 932	3 15 0	1068-1080	4 7 0
933- 944	3 16 0	1081-1092	4 8 0
945- 956	3 17 0	1093-1104	4 9 0
957- 969	3 18 0	1105-1117	4 10 0
970- 981	3 19 0	1118-1129	4 11 0
982- 993	4 0 0	1130-1141	4 12 0
994-1006	4 1 0			

D. GRANT, Chairman.

GEO. E. PARR, Secretary.

Melbourne, 5th August, 1942.

