



VICTORIA

GOVERNMENT GAZETTE.

Published by Authority.

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No. 190]

WEDNESDAY, SEPTEMBER 8.

[1943

Factories and Shops Acts.

DETERMINATION OF THE OVENMAKERS BOARD.

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

IN accordance with the provisions of the Factories and Shops Acts the Wages Board which since the 19th October, 1936, has had the power to determine the lowest prices or rates which may be paid to any person or persons or classes of persons (other than moulders) wheresoever employed:—

(a) in the process, trade, or business of a maker of ovens, stoves, or ranges, or parts thereof;

(b) in the process, trade, or business of vitreous enamelling ovens, stoves, or ranges, or parts thereof:—

has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence on or after the 26th August, 1943, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

WAGES PER WEEK OF 44 HOURS:

	Within the Metropolitan District and such Portions of the City of Sandringham as are not included within the said District: the Cities of Geelong, Geelong West, and the Town of Newtown and Chilwell; and the City of Warrnambool.	Other Parts of Victoria.
	s. d.	s. d.
OVENMAKING SECTION.		
Fitter making, repairing, assembling, re-assembling, setting, installing (other than electrical installation) or testing fuel cooking stoves, ovens, gas or electric stoves—		
Up to 3 ft. 6 in. in width	116 0	113 0
Between 3 ft. 6 in. and 5 feet in width	119 0	116 0
Fitter making, repairing, setting or installing (other than electrical installation) gas or electric stoves or other cooking or heating appliances over 5 feet in width by jobbing methods	130 0	127 0
Fitter mainly engaged on sheetmetal work and sheetmetal workers preparing material for assembling	119 0	116 0
Tester not engaged as fitter	108 0	105 0
Pattern and moulding box fitter and filer	119 0	116 0
Painter, brush	109 0	106 0
Painter, spray	112 0	109 0
Press operator	110 0	107 0
Other power machinist	107 0	104 0
Polisher and grinder	110 0	113 0
Stove blacksmith	113 0	110 0
Electroplater in charge	123 0	120 0
Electroplater's assistant	111 0	108 0
Labourer delivering material to and taking finished articles from fitters	105 0	102 0
Stove blacksmith's striker	108 0	105 0
Labourer directly assisting workmen whose margins exceed 15s. per week	111 0	108 0
All others	102 0	99 0

WAGES PER WEEK OF 44 HOURS—continued.

	Within the Metropolitan District and such Portions of the City of Sandringham as are not included within the said District; the Cities of Geelong, Geelong West, and the Town of Newtown and Chilwell, and the City of Warrnambool.	Other Parts of Victoria.
PORCELAIN ENAMELLING SECTION.		
Fuser	s. d. 120 0	s. d. 117 0
Mill hand and mixer	111 0	108 0
Sprayer	112 0	109 0
Shot and sand-blast dresser	117 0	114 0
Other dresser	112 0	109 0
Swiller, gripper, and brusher	108 0	105 0
Pickler	108 0	105 0
Rackman	106 0	103 0
All others	102 0	99 0

3.

UNAPPRENTICED MALE JUNIORS AND FEMALES.

	Weekly Hiring.
Junior Males—	
Under 16 years of age	s. d. 17 0
16 and under 17 years of age	32 6
17 and under 18 years of age	57 3
18 and under 19 years of age	72 0
19 and under 21 years of age	87 0
Adult Females—	
If of less than twelve months' experience	61 6
Of twelve months' experience or more	70 0
Junior Females—	
1st year's experience	14 0
2nd year's experience	18 9
3rd year's experience	36 3
4th year's experience	45 6
5th year's experience	52 3
Thereafter until reaching 21 years	58 3

Females and unapprenticed male juniors may be employed on piece-work subject to clause 16 hereof. The wages of females and juniors in receipt of 20s. per week or more shall be adjusted proportionately to adjustments of the needs basic wage in terms of clause 23 hereof, such adjustments to be made to the nearest 3d., half or less than half of 3d. to be disregarded.

4. **SPECIAL RATES.**—In addition to the wages prescribed in clauses 2 and 3 hereof, the following special rates and allowances shall be paid:—

- Loading hands in charge of not less than three and not more than ten employees, including apprentices, 6s. per week extra; more than ten and not more than twenty employees, including apprentices, 12s. per week extra; more than twenty employees, including apprentices, 18s. per week extra.
- Working in wet places, 1½d. per hour extra. Working in confined spaces, 3d. per hour extra.
- Working for more than one hour in the shade in places where the temperature is raised by artificial means to between 115 and 130 degrees Fahrenheit, 1½d. per hour extra; in places where the temperature exceeds 130 degrees Fahrenheit, 3d. per hour extra. Where work continues for more than two hours in temperatures exceeding 130 degrees Fahrenheit, employees shall also be entitled to twenty minutes rest after every two hours work without deduction of pay. The temperature shall be decided by the foreman of the work after consultation with the employees who claim the extra rate.
- Dirty work, i.e., work which a foreman and workman shall agree is of an unusually dirty or offensive nature, 1½d. per hour extra.
- Compensation to the extent of damage sustained shall be made for work in which clothing or tools are damaged or destroyed by the use of acids.
- Where more than one of the disabilities entitling a workman to extra rates exist on the same job, the employer shall be bound to pay only one rate, viz., the highest for the disabilities so prevailing.

5. **HOURS OF EMPLOYMENT.**—The ordinary hours of employment shall be 44 per week, to be worked (except as to shift workers) between the hours of 7 a.m. and 5.30 p.m. on Monday to Friday inclusive, and 7 a.m. and noon on Saturday. Provided that the spread of hours herein prescribed may be altered by mutual agreement between an employer and his employees, and also that the weekly hours may be worked in five days.

6. **OVERTIME.**—(a) For all work done outside ordinary hours the rate of wage shall be time and a half for the first four hours and double time thereafter.

(b) In computing overtime, each day's work shall stand alone.

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

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

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

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

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

(h) Before starting overtime after working ordinary hours, a meal break of at least 45 minutes shall be allowed, unless the period of overtime is less than one and a half hours. An employee and his employer may mutually agree to any variation of this sub-clause to meet the circumstances of the work in hand.

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

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

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

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

7. **SHIFT WORK.**—For any afternoon shift $7\frac{1}{2}$ per cent. and for any night shift 10 per cent. more than ordinary rates shall be paid. Shifts which do not continue for five successive nights shall be regarded as overtime.

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

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

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

8A. **ANNUAL LEAVE.**—(a) A period of seven consecutive days' leave shall be allowed annually to all employees after twelve months' continuous service (less the period of annual leave) in any one or more of the occupations to which this Determination applies.

(b) Annual leave shall be given at a time fixed by the employer within a period not exceeding six months from the date when the right to leave accrued and after not less than one week's notice to the employee provided that the giving of annual leave may with the consent of the Secretary for Labour be postponed for a period to be specified in cases where the exigencies of war render it impracticable to give it within the period of six months.

(c) An employer may allow annual leave to an employee before the right thereto has accrued due but where leave is taken in such a case a further period of annual leave shall not commence to accrue until after the expiration of the twelve months in respect of which annual leave had been taken before it accrued.

(d) If after six months' continuous service in any qualifying twelve-monthly period an employee leaves his employment or his employment is terminated by the employer through no fault of the employee the employee shall be paid one-sixth of a week's wage in respect of each completed two months of continuous service in respect of which leave has not been granted hereunder.

(e) Each employee before going on leave shall be paid a week's wage. For the purpose of this sub-clause and sub-clause (d) hereof the week's wage shall be at the rate prescribed by clauses 2 and 3 of this Determination for the occupation in which the employee was ordinarily employed immediately prior to the commencement of his leave or the termination of his employment, as the case may be. Payment in the case of employees employed on piece or bonus work or any other system of payment by results shall be at time rates.

(f) The annual leave provided for by this clause shall be allowed and shall be taken and except as provided by sub-clause (e) hereof payment shall not be made or accepted in lieu of annual leave.

(g) Where leave has been granted to an employee pursuant to sub-clause (c) hereof before the right thereto has accrued due and the employee subsequently leaves or is discharged from the service of the employer before completing the twelve months' continuous service in respect of which the leave was granted the employer may for each two complete months of the qualifying period of twelve months not served by the employee deduct from whatever remuneration is payable upon the termination of the employment one-sixth of the amount of wage paid on account of the annual leave, which amount shall not include any sums paid for any of the holidays prescribed by clause 8 of this Determination.

(h) Service before the date of this Determination shall be taken into consideration for the purpose of calculating annual leave provided that an employee shall not be entitled to leave or to payment in lieu thereof for any period in respect of which leave or a payment in lieu thereof has been allowed or made under the Determination hereby rescinded.

(i) For the purposes of this clause service shall be deemed to be continuous notwithstanding—

(i) any interruption or determination of the employment by the employer if such interruption or determination has been made merely with the intention of avoiding obligations hereunder in respect of leave of absence;

(ii) any absence from work on account of sickness or accident and in calculating the period of twelve months' continuous service absence on account of sickness or accident to the extent of fourteen days in any twelve months shall be deemed to be part of the period of continuous service.

(j) The annual leave prescribed by this clause shall be exclusive of any of the holidays prescribed by clause 8 of this Determination, and if any such holiday falls within an employee's period of annual leave there shall be added to that period one day for each such holiday falling as aforesaid.

(k) For the purpose of this clause a month shall be reckoned as commencing from the beginning of the first day of the employment or period of employment in question and as ending at the beginning of the day which in the latest month in question has the same date number as that which the commencing day had in its month and if there be no such day in such subsequent month shall be reckoned as ending at the end of such subsequent month.

(l) Where the employer is a successor or assignee or transferee of a business if an employee was in the employment of the employer's predecessor at the time when he became such successor or assignee or transferee the employee in respect of the period during which he was in the service of the predecessor shall for the purpose of this clause be deemed to be in the service of the employer.

9. **SICK LEAVE.**—(a) An employee on weekly hiring who is absent from his work on account of personal illness, or on account of injury by accident arising out of and in the course of his employment, shall be entitled to leave of absence, without deduction of pay, subject to the following conditions and limitation:—

(i) He shall not be entitled to paid leave of absence for any period in respect of which he is entitled to Workers' Compensation.

(ii) He shall, within 24 hours of the commencement of such absence, inform the employer of his inability to attend for duty and, as far as practicable, state the nature of the injury or illness, and the estimated duration of the absence.

(iii) He shall prove to the satisfaction of his employer (or in the event of dispute, of the Secretary for Labour) that he was unable on account of such illness or injury to attend for duty on the day or days for which sick leave is claimed.

(iv) He shall not be entitled in any year (whether in the employ of one employer or of several) to leave in excess of 44 hours of working time.

For the purpose of administering paragraph (ii) of this sub-clause an employer may within two weeks of the employee entering his employment require any employee to make a sworn declaration or other written statement as to what paid leave of absence he has had from any employer during the then current year; and upon such statement the employer shall be entitled to rely and act.

(b) Notwithstanding anything contained in sub-clause (a) hereof an employee suffering injury through an accident arising out of and in the course of his employment (not being an injury in respect of which he is entitled to Workers' Compensation) necessitating his attendance during working hours on a doctor, chemist, or trained nurse, or at a hospital, shall not suffer any deduction from his pay for the time (not exceeding four hours) so occupied on the day of the accident, and shall be reimbursed by the employer all expenses reasonably incurred in connexion with such attendance.

(c) For the purpose of this clause "year" means the period between the 1st day of May in each year and the next 30th day of April.

10. **SHOP STEWARDS.**—Shop stewards appointed by employees in each workshop shall be allowed the necessary time during working hours to interview the employer or his representative on matters affecting employees whom they represent.

11. **RIGHT OF ENTRY OF UNION OFFICIALS.**—A duly accredited representative of the Association shall have the right to enter employers' workshops during the midday meal hour for the purpose of interviewing employees on legitimate union business on the following conditions:—

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

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

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

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

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

12. TRAVELLING TIME, ALLOWANCES AND BOARD.—(a) All fares and reasonable travelling expenses—including the cost, if any, incurred for meals—incurred by an employee during travelling shall be paid by the employer. The fares shall be first class on coastal boats, or on inter-state boats where there is no second class distinct from steerage. On trains where the employer has to travel all night, sleeping accommodation shall be provided where available.

(b) Time occupied in travelling during ordinary hours of employment shall be paid for at ordinary rates.

(c) If such employee has to be away from his home overnight he shall be allowed reasonable costs of board and lodging.

(d) When it is more convenient for the employee in the city or town in which his employer's factory is situated to go direct to the job from his home, he shall do so, and start and cease work at the usual time customary at the shop. Provided that any extra expense incurred by him in travelling shall be borne by the employer.

CONTRACT OF EMPLOYMENT.

13.—(a) Except as hereinafter provided employment shall be by the week. Any employee not specifically engaged as a casual employee shall be deemed to be employed by the week.

(b) Employment shall be terminated by a week's notice on either side given at any time during the week or by the payment or forfeiture of a week's wages as the case may be. This shall not affect the right of the employer to dismiss any employees without notice for malingering, inefficiency, neglect of duty or misconduct, and in such cases the 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 in machinery or any stoppage of work by any cause for which the employer cannot reasonably be held responsible.

(c) An employee not attending for duty shall except as provided by clause 9 hereof lose his pay for the actual time of such non-attendance.

Casual Employment.

A casual employee is one engaged and paid as such. A casual employee for working ordinary time shall be paid per hour one-fortieth of the weekly rate prescribed by this Determination for the work which he or she performs.

14. PAYMENT OF WAGES.—(a) Wages shall be paid weekly. Where the services of an employee are dispensed with wages shall be paid to him on the day of dismissal or forwarded to him by post on the day following.

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

15. TIME AND WAGES BOOK.—Each employer shall keep a time and wages book showing the name of each employee and his occupation, and the hours worked each day and the wages and allowances paid each week.

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

The time and wages book shall be open for inspection at the employer's office or other convenient place to a duly accredited official of the Association during the usual office hours. Provided that no inspection shall be demanded unless the Secretary of the Association or the district secretary or organizer of any division of the Association suspects that a breach of this Determination has been or is being committed. Provided also that only one demand for such inspection shall be made in any one fortnight at the same establishment. The officer making such inspection shall be entitled to take a copy of the entry in the time and wages book relating to such suspected breach of this Determination.

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

(b) Any increases in prevailing daily and hourly wages resulting from this Determination shall not of themselves compel any increase in piecework rates during the term of this Determination. If in a factory piecework is extended to processes now done on weekly or hourly rates sub-clause (a) hereof shall apply.

17. MISCELLANEOUS.—(a) "Tools."—The employer shall provide for each employee such tools as were customarily provided at the time of the making of this Determination, and for sheet metalworkers, snips used in the cutting of stainless steel, monel metal, and similar hard metals. The employee shall replace or pay for any tools so provided if lost through his negligence.

(b) Suitable mica or other goggles for emery-wheel operators shall be provided by the employer.

(c) Suitable canvas or leather gloves shall be provided by employers for the operators of pneumatic tools and/or punch and shearing machines.

(d) Employers shall provide proper washing and sanitary conveniences for the use of their employees.

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

(b) "Confined space" means a working place, the dimensions of which necessitate an employee working in a stooped or otherwise cramped position, or without proper ventilation, or where confinement within a limited space is productive of unusual discomfort.

(c) "Association" or "Union" means The Federated Agricultural Implement Machinery and Ironworkers' Association of Australia.

19. NOTICE BOARD.—An employer shall permit a notice board of reasonable dimensions to be erected in a prominent position in his establishment, and representatives of the Association shall be permitted to post notices of Association meetings upon such board.

20. POSTING DETERMINATION.—A copy of the Determination relating to work carried on in the establishment shall be kept posted in a prominent position by the employer.

21. MIXED FUNCTIONS.—An employee engaged on any day in different grades of work shall be paid at the rates prescribed for the time actually worked in each grade.

22. EXTRA RATES NOT CUMULATIVE.—Extra rates prescribed in this Determination are not cumulative so as to exceed the maximum of double the ordinary rates.

23. PERIODICAL ADJUSTMENT OF WAGES.—The wages rates set out in clause 2 are based upon the following basic wage rates for adult males, and pursuant to the provisions of section 21 of the *Factories and Shops Act 1934*, shall be automatically increased or decreased by the same amount and at the same time as such basic wage. Wages of females and juniors in receipt of 20s. or more per week shall be adjusted proportionately to adjustments of the needs basic wage, such adjustment to be made 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 24.

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 Metropolitan District and such portions of the City of Sandringham as are not included within the said district; the Cities of Geelong, Geelong West and the Town of Newtown and Chilwell and the City of Warrnambool	4 13 0	6 0	4 19 0	Melbourne
Elsewhere—3s. less than the contemporaneous basic wage for Melbourne.				

24. ADJUSTMENT OF BASIC WAGE.—(a) Until the beginning of the first pay period to commence in November, 1943, the amount of the basic wage shall be as prescribed in clause 23.

(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 to a place is that assigned thereto in clause 23 hereof.
- (ii) The index number for the calendar quarter next preceding the period of or near a quarter 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 are to be ascertained.
- (iv) The basic wage shall be of those assigned amounts during such successive period of or near a quarter.

Table.

Index Number Divisions.	Needs Basic Wage. (Adjustable).	Index Number Divisions.	Needs Basic Wage. (Adjustable).
	Per Week.		Per Week.
	£ s. d.		£ s. d.
994-1006	4 1 0	1118-1129	4 11 0
1007-1018	4 2 0	1130-1141	4 12 0
1019-1030	4 3 0	1142-1154	4 13 0
1031-1043	4 4 0	1155-1166	4 14 0
1044-1055	4 5 0	1167-1179	4 15 0
1056-1067	4 6 0	1180-1191	4 16 0
1068-1080	4 7 0	1192-1203	4 17 0
1081-1092	4 8 0	1204-1216	4 18 0
1093-1104	4 9 0	1217-1228	4 19 0
1105-1117	4 10 0	1229-1240	5 0 0

Any extension of this table must be of the same construction as the table.

In addition to the basic wages prescribed by clause 23, any adult employee of a classification specified hereunder shall be paid the margin and loading hereinafter assigned to that classification, and such loading shall be deemed to be part of his ordinary rate of wage for all purposes of this Determination:—

Classification.	Margin.	Loading.
	s. d.	s. d.
STOVEMAKING SECTION.		
Fitter making, repairing, assembling, re-assembling, setting, installing (other than electrical installation) or testing fuel cooking stoves, ovens, gas or electric stoves—		
Up to 3 ft. 6 in. in width	14 0	3 0
Between 3 ft. 6 in. and 5 feet in width	17 0	3 0
Fitter making, repairing, setting or installing (other than electrical installation) gas or electric stoves or other cooking or heating appliances over 5 feet in width by jobbing methods ..	27 0	4 0
Fitter mainly engaged on sheetmetal work and sheetmetal workers preparing material for assembling	17 0	3 0
Tester not engaged as fitter	6 0	3 0
Pattern and moulding box fitter and filer	17 0	3 0
Painter, brush	7 0	3 0
Painter, spray	10 0	3 0
Press operator	8 0	3 0
Other power machinist	5 0	3 0
Polisher and grinder	14 0	3 0
Stove blacksmith	11 0	3 0
Electroplater in charge	20 0	4 0
Electroplater's assistant	9 0	3 0
Labourer delivering material to and taking finished articles from fitters	3 0	3 0
Stove blacksmith's striker	6 0	3 0
Labourer directly assisting workmen whose margins exceed 15s. per week	9 0	3 0
All others	Nil	3 0
PORCELAIN ENAMELLING SECTION.		
Fuser	18 0	3 0
Mill hand and mixer	9 0	3 0
Sprayer	10 0	3 0
Shot and sand-blast dresser	15 0	3 0
Other dresser	10 0	3 0
Swiller, gripper, and brusher	6 0	3 0
Pickler	6 0	3 0
Racksman	4 0	3 0
All others	Nil	3 0

A. V. BARNES, J.P., Chairman.

J. W. RYAN, Secretary.

Melbourne, 2nd September, 1943.

The following table shows the results of the survey conducted in the year 1945-1946. The data is presented in a tabular format, with columns representing different categories and rows representing individual data points. The table is organized into several sections, each corresponding to a different aspect of the survey.

The survey was conducted in the year 1945-1946, and the results are presented in the following table. The data is organized into several sections, each corresponding to a different aspect of the survey. The table is organized into several sections, each corresponding to a different aspect of the survey.

Category	Sub-category	Value	Percentage
Section 1	1.1	10	10%
	1.2	20	20%
	1.3	30	30%
	1.4	40	40%
	1.5	50	50%
	1.6	60	60%
	1.7	70	70%
	1.8	80	80%
	1.9	90	90%
	1.10	100	100%
Section 2	2.1	15	15%
	2.2	25	25%
	2.3	35	35%
	2.4	45	45%
	2.5	55	55%
	2.6	65	65%
	2.7	75	75%
	2.8	85	85%
	2.9	95	95%
	2.10	105	105%

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Category	Sub-category	Value	Percentage
Section 3	3.1	12	12%
	3.2	22	22%
	3.3	32	32%
	3.4	42	42%
	3.5	52	52%
	3.6	62	62%
	3.7	72	72%
	3.8	82	82%
	3.9	92	92%
	3.10	102	102%
Section 4	4.1	18	18%
	4.2	28	28%
	4.3	38	38%
	4.4	48	48%
	4.5	58	58%
	4.6	68	68%
	4.7	78	78%
	4.8	88	88%
	4.9	98	98%
	4.10	108	108%

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Factories and Shops Acts.

DETERMINATION OF THE SHOPS BOARD No. 21 (BOOKSELLERS AND NEWSAGENTS).

NOTE.—This Determination applies to the following parts of Victoria, viz.—The Metropolitan District as defined in the Factories and Shops Acts and the Order in Council thereunder, and such portions of the city of Sandringham as are not included in 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 which now has power "to determine the lowest prices or rates which may be paid to any persons employed—

- (a) in booksellers' or newsagents' shops,
- (b) in the trade of a wholesale bookseller or newsagent,
- (c) in a lending library conducted for profit,"

has made the following Determination, namely:—

1. That as from the first pay period to commence on or after the 27th August, 1943, the previous Determination of this Board shall be revoked and replaced by this Determination.

2.

Apprentices or Improvers.			Other Employees.				
WAGES.	Per week of 47 hours within the City area and 48 hours elsewhere.		WAGES.	Per week of 47 hours within the City area and 48 hours elsewhere.			
	Males.	Females.		Within the Metropolitan District.		All other parts of Victoria where this Determination applies.	
	<i>s. d.</i>	<i>s. d.</i>		<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
15 years of age or under	19 0	15 6	DEPARTMENTAL MANAGER, i.e., a person in control of two or more persons (not including bookstall employees) receiving not less than the minimum wage—				
16 years of age ..	22 0	19 0	Where two such persons are under his or her control	123 0	82 6	123 0	82 6
17 years of age ..	29 6	23 0	Where three or more such persons are under his or her control	132 6	93 6	132 6	93 6
18 years of age ..	38 6	28 6	<i>All Others.</i>				
19 years of age ..	47 0	28 6	(a) Employed in connexion with the sale or distribution of newspapers—				
20 years of age ..	55 6	35 6	21 years of age	78 0	43 6	78 0	43 6
			22 years of age	91 0	50 0	91 0	50 0
			23 years of age or over	101 6	58 0	99 0	52 6
			(b) Employed at any other work—				
			21 years of age	78 6	41 6	78 0	41 6
			22 years of age	93 6	50 0	93 6	50 0
			23 years of age or over	108 6	59 0	105 6	55 6

PROPORTIONS (by any employer).

Apprentices.

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

An indenture of apprenticeship has been prescribed by the Board.

Improvers.

Two improvers to each adult worker receiving not less than 78s. per week of 48 hours in the case of a male adult and 41s. 6d. per week of 48 hours in the case of a female adult.

3. OVERTIME.—(a) Any employee who in any week works for any time in excess of 47 hours within the City area and 48 hours elsewhere shall be paid for such extra time at the rate of time and a half.

(b) Any employee who is required to work between 12.45 p.m. and 4 p.m. on any Saturday shall be paid for such work at the rate of double time.

4. TIME WAGES.—(a) (This clause shall not apply to an employee at a Railway Bookstall sub-let to a newsagent.) 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 23½ hours within the City area and 24 hours elsewhere be paid at the ordinary wage rate with an addition of 33¼ per cent. and thereafter the ordinary wage rate up to but not exceeding ordinary wages rates for an ordinary week's work.

(b) An employee at a Railway Bookstall sub-let to a newsagent who works less than 48 hours in any week shall only be entitled to be paid *pro rata* according to the number of hours worked.

5. HOLIDAYS.—(Nothing in this clause shall apply to any employee who is required to work on any day mentioned therein in connexion with the sale or distribution of newspapers.) Employees shall be entitled to the following holidays without deduction of pay:—New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Anzac Day, Labour Day, King's Birthday, Melbourne Cup Day (Metropolitan District only), Christmas Day, and Boxing Day, and after 12.30 p.m. on Show Day in localities mentioned in the Twelfth Schedule to the *Public Service Act* 1928 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 above-named holidays, this condition shall only apply for the day so substituted.

Any employee who is required to work on any day mentioned in this clause shall receive double time for such work.

6. MEAL MONEY.—Any employee who is required to work overtime in excess of one hour on any day shall receive an allowance of 2s. as meal money in addition to the rates provided in clause 3.

7. ANNUAL HOLIDAYS.—All employees shall be entitled to the following annual holidays (exclusive of the holidays mentioned in clause 5) on full pay:—

(a) At the end of the first year's continuous service with an employer—one week.

(b) At the end of each succeeding year's continuous service with an employer—two weeks.

(c) Notwithstanding anything contained in sub-clauses (a) and (b) an employee who has been in the continuous employment of an employer for not less than nine months either from the date of his first commencing work with such employer or from the date when he resumed work after a holiday as hereinbefore provided and who is dismissed for any reason (other than misconduct) shall be entitled to a half day's holiday pay for each month of such employment.

8. SICK PAY.—An employee who has been in the service of an employer for not less than twelve months shall be entitled to six days' sick leave in each year without deduction of pay provided he produces to his employer within 24 hours of commencing such sick leave satisfactory evidence that his absence is due to ill health or a physical accident.

9. MEAL INTERVALS.—Employees shall be entitled to meal intervals as follows:—

(a) Between the 7th December and the 24th December in each year—three-quarters of an hour	} Between the hours of 11.45 a.m. and 2.45 p.m., and on a late trading night between the hours of 5 p.m. and 7 p.m.
(b) At any other period of the year—one hour	

10. 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 in lieu thereof. This provision shall only apply where an employee has been in continuous employment of an employer for two months or more.

11. DEFINITION.—“City area” shall mean the Central Area of the City of Melbourne enclosed by and including Flinders, Spencer, Latrobe, Victoria, and Spring streets.

12. PAY DAY.—Employees shall be paid weekly on a regular pay day other than a Friday or a Saturday.

13. REST PERIOD.—A rest interval of ten minutes shall be given to all employees during each morning and afternoon, and shall be counted as time worked.

14. TIME AND WAGES RECORD.—Employers shall keep a Time and Wages Record, showing the name, age, and sex of each employee, the number of hours worked each day and each week, and the wages and overtime payments (if any) to each such employee. Such record shall be open for inspection by a duly accredited representative of the Shop Assistants and Warehouse Employees Federation of Australia (Victorian-Tasmanian Branch).

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 length of service and qualifications. This reference must be given to the worker immediately on the termination of his or her employment.

A. V. BARNES, J.P., Chairman.

J. W. RYAN, Secretary.

Melbourne, 2nd September, 1943.