VICTORIA

GOVERNMENT GAZETTE.

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Factories and Shops Acts.

DETERMINATION OF THE MEAT PRESERVERS 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 18th July, 1938, has had the power to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons—

(*a*) Employed in the process, trade, or business of—

(1) Preserving meat;
(2) Preparing food products from animal fat or from edible oils;
(3) Putting up preserved meat or food products prepared from animal fat or from edible oils;

(*b*) Employed as a storeman, packer, or sorter in connexion with the trade or business of—

(1) Preserving meat;
(2) Preparing food products from animal fat or from edible oils,"

has made the following Determination, namely :—

1. That as from the 20th March, 1944, the last previous Determination of this Board shall be revoked and replaced by this Determination.

Persons other than those employed in connexion with dehydration of meat.

2. WAGES.

APPRENTICES, IMPROVERS, AND JUVENILE WORKERS.

—	Males.			Females.		
	Weekly Rate.	War Time Loading.	Total Weekly Wage.	Weekly Rate.	War Time Loading.	Total Weekly Wage.
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
Under 16 years	33 0	1 3	34 3	31 6	1 0	32 6
16 years and under 17 years	38 3	1 3	39 6	35 6	1 3	36 9
17 ,, ,, 18 ,, ...	46 6	1 6	48 0	39 6	1 3	40 9
18 ,, ,, 19 ,, ...	55 3	2 0	57 3	45 0	1 6	46 6
19 ,, ,, 20 ,, ...	68 6	2 3	70 9	50 3	1 9	52 0
20 ,, ,, 21 ,, ...	84 9	3 0	87 9	57 3	1 9	59 0

PROPORTION OF APPRENTICES AND IMPROVERS.—MEAT PRESERVING SECTION.

Apprentices.

One male apprentice to every three or fraction of three male workers receiving not less than 115s. 6d. per week of 44 hours.

One female apprentice to every three or fraction of three female workers receiving not less than 66s.3d. per week of 44 hours.

Improvers.

One male improver to every 25 or fraction of 25 male workers receiving not less than 115s. 6d. per week of 44 hours.

One female improver to every 25 or fraction of 25 female workers receiving not less than 66s.3d. per week of 44 hours.

ALL OTHER SECTIONS.

Apprentices.

One male apprentice to every three or fraction of three male workers receiving not less than 116s. 6d. per week of 44 hours.

One female apprentice to every three or fraction of three female workers receiving not less than 66s. 3d. per week of 44 hours.

Improvers.

One male improver to every 25 or fraction of 25 male workers receiving not less than 116s. 6d. per week of 44 hours.

One female improver to every 25 or fraction of 25 female workers receiving not less than 66s.3d. per week of 44 hours.

OTHER EMPLOYEES.

MEAT PRESERVING SECTION.	Weekly Rate.	War Time Loading.	Total Weekly Wage.
	s. d.	s. d.	s. d.
Leading hand, i.e., a person in charge of a department or shift	117 6	4 0	121 6
Assistant preserver	117 6	4 0	121 6
Retort Hand, i.e., a person who loads and unloads retorts ..	115 6	4 0	119 6
Scalder or braiser	115 6	4 0	119 6
Doughmaker	115 6	4 0	119 6
Females engaged—			
Stamping, or Branding ..			
Labelling, keying, wiping tins, and carrying off from filling table			
Weighing, filling, emptying, stacking, capping, sealing, closing, opening, labelling, wrapping, packing, cleaning, or sterilizing tins, cartons, bottles, jars or moulds ..	64 3	2 0	66 3
Preparing for, placing in, taking away from machines and placing in trays ..			
Cutting Sausages			
All others	111 6	4 0	115 6

ALL OTHER SECTIONS.	Weekly Rate.	War Time Loading.	Total Weekly Wage.
	s. d.	s. d.	s. d.
Leading Hand, i.e., a person in charge of a Department or shift	118 6	4 0	122 6
Mixer	119 6	4 0	123 6
Potman	119 6	4 0	123 6
Females engaged—			
Patting, wrapping, stamping, or branding			
Labelling, wiping tins, and carrying off from filling tables			
Filling, cleaning, weighing, stacking, sealing, closing, packing tins, jars, cartons or moulds	64 3	2 0	66 3
Taking away from automatic machines			
Wrapping premier jus for oleo presses			
All others	112 6	4 0	116 6

SHIFT WORKERS.

3. Shift workers shall not commence work before 1 p.m. on any day from Monday to Friday or before 10.30 a.m. on Saturday. They shall be paid at the ordinary rate for the class of work performed for all work done up to the time of ending work as fixed in clause 6 for certain other employees. For any balance up to 8 hours 10 minutes on days Monday to Friday and 3 hours 10 minutes on Saturday when the week's work is done in six days, and any balance up to 8 hours 48 minutes on days Monday to Friday when the week's work is done in five days, time and a quarter shall be paid.

PRO RATA PAYMENT OF WAGES.

4. An employee other than a "Temporary Worker" who is employed for less than the hours fixed for a full week's work shall be paid the ordinary wages rates calculated pro rata according to the number of hours worked.

ORDINARY WEEK'S WORK.

5. The number of hours which shall constitute a week's work shall be 44 which may be worked in periods not exceeding 8 hours 10 minutes on each day from Monday to Friday and 3 hours 10 minutes on Saturday, or in periods not exceeding 8 hours 48 minutes on each day from Monday to Friday.

TIMES OF BEGINNING AND ENDING WORK.

6. The times of beginning and ending work each day for persons (other than potman or potman's assistant and shift workers) shall be as follows:—

(a) In places where work is done on Saturday—

	Time of Beginning.	Time of Ending.
Mondays to Fridays	.. 7.15 a.m.	.. 5 p.m.
Saturdays	.. 7.15 a.m.	.. 11 a.m.

(b) In places where work is not done on Saturday—

	Time of Beginning.	Time of Ending.
Mondays to Fridays	.. 7.15 a.m.	.. 5.30 p.m.

OVERTIME.

7. The following overtime rates shall be paid for overtime.

(a) Potman or potman's assistant (not being a shift worker) — For work done in excess of 44 hours in any week .. } Time and a half

(b) Others (not being shift workers) .. .. — (1) Outside the hours fixed in clause 6 .. .. (Except after 12 noon on Saturday, when the rate shall be double time.) } Time and a half

(2) Within the hours fixed in clause 6 in excess of the hours fixed in clause 5 } Time and a half

(c) Shift workers .. .. — (1) When the week's work is done in six days.

(a) For work done in excess of 8 hours 10 minutes on any day from Monday to Friday or in excess of 3 hours 10 minutes on Saturday before 1.40 p.m. } Time and a half

(b) After 1.40 p.m. on Saturday .. .. Double time

(2) When the week's work is done in five days

(a) For work done in excess of 8 hours 48 minutes on any day from Monday to Friday and on Saturday before noon } Time and a half

(b) After 12 noon on Saturday .. .. Double time

MINIMUM OF OVERTIME.

8. Employees called upon to work after meal time as provided in clause 9 after ordinary ceasing time shall be provided with a minimum of two hours' work, or shall be entitled to two hours' payment; but such payment shall not exceed three times the ordinary week-day rate payable to permanent employees.

MEAL HOURS.

General Conditions.

9. (i) Employees working at night shall not work continuously for more than four hours without an interval of one hour for a meal, except where a person other than a shift worker has had the ordinary tea hour and is finishing before midnight.

(ii) Meal hour if worked shall be paid for at double time on prevailing rates; same to continue until such time as the employee has a full hour of leisure for a meal.

Shift Workers Only.

(iii) Subject to sub-clauses (iv) and (v) hereof shift workers shall only be entitled to one meal hour per shift to be taken not earlier than four hours or later than five hours after commencing work. Provided that once the meal hour has been fixed it can only be altered by mutual agreement between the employer and employee concerned.

(iv) Shift workers may, provided there is a mutual agreement between the employer and the employee, work the shift continuously with a crib time break of twenty minutes which shall count as time worked.

(v) If a shift worker is required to work overtime he shall be entitled to a further meal at the end of the shift and before commencing such overtime.

Employees other than Shift Workers.

***Breakfast.*—A period of one hour at a time of the day to be arranged between employer and employees shall be allowed for breakfast to any person who commences work before 7.15 a.m.**

***Dinner.*—A period of one hour between 12 noon and 1.30 p.m. shall be allowed for dinner.**

***Tea.*—A period of one hour between 5 p.m. and 6 p.m. (when work is to continue after 6 p.m.) shall be allowed for tea.**

SUNDAYS AND HOLIDAYS.

10. (*a*) Double time shall be paid for work done between 8 a.m. and 5 p.m. on Sundays and on the following holidays, viz :—Christmas Day, Boxing Day, New Year's Day, Australia Day, Labour Day, Good Friday, Easter Monday, Anzac Day, King's Birthday, Union Picnic Day, and Melbourne Cup Day ; but if any other day be by Act of Parliament or Proclamation substituted for the above-mentioned holidays, the special rate shall be payable for work done only on the day so substituted. Overtime at the rate of time and a half, calculated on the special rate mentioned in this clause, shall be paid for work done before 8 a.m. or after 5 p.m. on Sundays and holidays.

(*b*) Employees called upon to work on Sundays or holidays shall be provided with four hours' work, or shall be paid for four hour's work ; but such payment shall not exceed three times the ordinary week-day rate payable to permanent employees.

(*c*) Employees (other than temporary workers) not called upon to work on a holiday shall be paid for such holiday at ordinary rates provided that any portion of the working week is or has been worked by them.

Notwithstanding the provisions of sub-clause (*c*) an employee who does not work on Anzac Day shall not be entitled to payment for such holiday.

SICK LEAVE.

11. (*a*) Any employee who has been in the employment of the same employer for a period of not less than three months and who does not attend for duty shall lose his pay for the actual time lost unless such employee produces or forwards within 24 hours of the commencement of such absence evidence satisfactory to the employer that his 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 ground of personal ill-health or accident for more than four days in each year or a proportionately less time during any shorter period of employment.

(*b*) If the full period of sick leave as prescribed in sub-clause (*a*) hereof is not taken in any year, such portion as is not taken shall be cumulative from year to year up to a period not exceeding eight days which shall be the maximum amount of leave to which any employee shall be entitled in any year without deduction of pay.

For the purposes of this sub-clause, service prior to the 1st May, 1943 shall be disregarded.

ANNUAL LEAVE.

12. Any employee who has been in the service of the same employer for a period of not less than twelve months shall be granted one week's holiday on full pay in each year, and such holiday shall be given within three months of completion of each twelve month's service.

If the employee leaves or is dismissed before the expiration of twelve months' service, then such employee shall be given one half-day's holiday or be paid one half day in respect of each calendar month's or part of a calendar month's service. Provided that an employee shall not be entitled to one half day's holiday for part of a calendar month until he has completed six calendar months' continuous service with the same employer.

SMOKE-OH.

13. A "smoke-oh" period of 15 minutes without deduction of pay shall be allowed as follows :—

(*a*) To shift workers—

At intervals of not less than 2 hours nor more than 2½ hours after the commencement of work or of recommencing work after a meal break. Provided that where a meal break occurs within any such interval of 2½ hours the employee shall not be entitled to a "smoke-oh" during that interval.

(*b*) To other workers—

Each morning between the hours of 9.30 and 10.30 and each afternoon between the hours of 2.30 and 3.30.

CHANGING TIME.

14. Employers shall allow all employees 5 minutes changing time at the end of the ordinary day's work and such time shall be counted as time worked.

TEMPORARY WORKERS.

15. Temporary workers shall be paid at the rate of time and a third but the rates payable to such employees for overtime shall be based on the rates payable to an ordinary worker.

LIMITATION OF PENALTY RATES.

16. Where under any provision in this Determination (other than the provision contained in clause 9 (ii)), cumulative penalty rates would entitle an employee to a sum in excess of three times the ordinary week-day rate per hour of a permanent worker performing like work, the rate payable to such employee, whilst he is employed at work for which penalty rates are provided, shall not exceed three times the ordinary week-day rate referred to ; excepting where an employee is called upon to work through a meal time on a Sunday or a holiday.

DEFINITIONS.

17. (*a*) A temporary worker shall mean any person who is employed for less than three full consecutive working days. Saturdays, Sundays, and holidays are not to be counted as working days, i.e., Friday, Monday, and Tuesday would be three consecutive working days whether Saturday or Sunday is worked or not.

(*b*) Juvenile worker shall mean a person under 21 years of age, other than an apprentice or an improver, who may be employed at—

Patting, wrapping, stamping, or branding ;
Labelling, keying, wiping tins, and carrying off from filling table ;
Filling or cleaning tins, jars, or moulds ;
Weighing, filling, emptying, stacking, capping, sealing, opening, packing, cleaning, or sterilizing tins, cartons, or bottles ;
Taking away from machines ;
Wrapping premier jus for oleo presses, washing margarine boxes, and assisting potman cleaning up ; weighing and closing tins.

MEAL ALLOWANCE.

18. An employee required to work overtime for more than one and a quarter hours after the time of ending work in clause 6, shall be paid 2s. tea money unless notified on the previous day that his services will be needed. If having been notified accordingly he has provided himself with a meal he shall receive, in the event of the work not being done or ceasing before respective meal times, 2s. for each meal so provided.

WEIGHT CARRYING.

19. No female over the age of eighteen years shall be required to carry a greater weight than thirty pounds. Section 207 of the *Factories and Shops Act* 1928 (No. 3677) provides that—"No person employing any girl under the age of eighteen years in a factory or shop shall permit such girl while so employed to lift or carry a greater weight than twenty-five pounds".

WET WORK.

20. When female employees are engaged in wet work, employers shall take reasonable precautions to protect such employees from getting wet.

FIRST-AID CHEST.

21. A first-aid chest, with all necessaries for same, shall be provided.

MIXED FUNCTIONS.

22. Any person engaged on two or more classes of work in any day shall be paid at the highest rates prevailing for that day.

DINING AND DRESSING ROOMS.

23. Proper dining and dressing rooms shall be provided, and shall be kept in a sanitary condition by the employer.

WASHING DOWN.

24. For the purposes of washing down, hoses and water taps must be provided at convenient places.

PAYMENT OF WAGES.

25. All employees to be paid weekly, and in the time of the employer.

MINIMUM OF WORK.

26. All persons who are engaged for work shall be paid for eight hours' work at least on week days and three and a half hours' work at least on Saturday, even if they are not required to work.

WAITING TIME.

27. When an employee has been notified to start work at a certain hour, but is not put on at such hour, the time that the employee is kept waiting shall be treated as time of duty.

WASHING FACILITIES.

28. A proper place shall be provided for the purpose of washing clothes.

RIGHT OF ENTRY OF UNION OFFICIALS.

29. The Secretary or Assistant Secretary of the Federated Cold Storage and Meat Preserving Employees' Union of Australasia shall be allowed to inspect all time and wages books at the place at which the time book or other record is kept between the hours of 10 a.m. and 2 p.m. on any working day excepting pay day or on the day immediately preceding pay day.

APRONS TO BE PROVIDED.

30. Aprons shall be provided by the employer for employees doing the following classes of work—

(a) Males—Retort hands; potmen and assistants; washing cans; handling gravy pots; attending potato or vegetable machines; dicing machines, or mixers in canning process.

(b) Females—Putting meat into cans, or hand peeling potatoes or vegetables.

CLOGS OR PROTECTIVE FOOTWEAR TO BE PROVIDED.

31. Clogs or protective footwear shall be provided for wet work.

Persons employed in connexion with dehydration of meat.

32. † WAGES PER WEEK

* IMPROVERS AND JUVENILE WORKERS.

	s.	d.	
Under 17 years of age	42	6	Proportion of Improvers. One improver to every 25 or fraction of 25 workers receiving not less than the minimum wage.
17 years of age	54	3	
18 years of age	69	3	
19 years of age	95	0	
20 years of age	99	0	

* The Board has determined that no apprentices shall be employed in this section.

OTHER EMPLOYEES.

	£	s.	d.
Leading hand, i.e., a person in charge of a department or shift (Provided that where four or less retorts are in operation, the leading hand shall perform mixed functions and take charge of shift.).	6	9	0
Retort hand	5	19	6
Band saw operator	5	19	6
All others	5	15	6

† The above rates include a war loading of 3/- per week for adults and proportionate amounts for juniors.

SHIFT WORK.

33. (a) Shift work shall be rostered. Employees engaged on other than day shift shall be paid 10 per cent. in addition to the rates shown in Clause 32.

(b) Shifts may be spread over six days, Monday to Saturday.

(c) The ordinary working hours shall be 44 per week, or 88 in any two consecutive weeks, provided that the maximum number of hours to be worked without payment of overtime shall be 48 in any one week or 88 in any two consecutive weeks.

PRO RATA PAYMENT OF WAGES.

34. An employee other than a "Temporary Worker" who is employed for less than the hours fixed for a full week's work shall be paid the ordinary wages rates calculated pro rata according to the number of hours worked.

ORDINARY WEEK'S WORK (other than Shift Workers).

35. The number of hours which shall constitute a week's work shall be 44 which may be worked in periods not exceeding 8 hours 10 minutes on each day from Monday to Friday and 3 hours 10 minutes on Saturday, or in periods not exceeding 8 hours 48 minutes on each day from Monday to Friday.

TIMES OF BEGINNING AND ENDING WORK (other than Shift Workers).

36. The times of beginning and ending work each day shall be as follows:—

(a) In places where work is done on Saturday—

	Time of Beginning	Time of Ending.
Mondays to Fridays	7.15 a.m.	5 p.m.
Saturdays	7.15 a.m.	11 a.m.

(b) In places where work is not done on Saturday—

Mondays to Fridays	7.15 a.m.	5.30 p.m.

OVERTIME.

37. The following rates shall be paid for overtime :—

(a) Shift Workers.—For all work done in excess of 48 hours in any one week or 88 in any two consecutive weeks :—

(i) When the week's work is done in six days.—Time and a half on prevailing rates shall be paid provided that if any such overtime is done after 1.40 p.m. on a Saturday, double time on prevailing rates shall be paid for work so done after such hour on such day.

(ii) When the week's work is done in five days.—All work done before noon on a Saturday shall be paid for at the rate of time and a half on prevailing rates and for all work done after such hour double time on prevailing rates shall be paid.

(b) Others (not being shift workers) :—

(i) Outside the hours fixed in clause 36, (Except after 12 noon on Saturday, when the rate shall be double time); time and a half.

(ii) Within the hours fixed in clause 36 in excess of the hours fixed in clause 35; time and a half.

MINIMUM OF OVERTIME.

38. Employees called upon to work after meal time as provided in clause 39 after ordinary ceasing time shall be provided with a minimum of two hours' work, or shall be entitled to two hours' payment; but such payment shall not exceed three times the ordinary week-day rate payable to permanent employees.

MEAL HOURS.

General Conditions.

39. (i) Employees working at night shall not work continuously for more than four hours without an interval of one hour for a meal, except where a person other than a shift worker has had the ordinary tea hour and is finishing before midnight

(ii) Meal hour if worked shall be paid for at double time on prevailing rates; same to continue until such time as the employee has a full hour of leisure for a meal.

Shift Workers Only.

(iii) One half hour shall be allowed for crib in each shift which shall be counted as working time, and shall be taken at appropriate times to ensure that the quality of the product is maintained at the highest standard and with due regard to the convenience of the employees.

(iv) If a shift worker is required to work overtime he shall be entitled to a further meal at the end of the shift and before commencing such overtime.

Employees other than Shift Workers.

Breakfast.—A period of one hour at a time of the day to be arranged between employer and employees shall be allowed for breakfast to any person who commences work before 7.15 a.m.

Dinner.—A period of one hour between 12 noon and 1.30 p.m. shall be allowed for dinner.

Tea.—A period of one hour between 5 p.m. and 6 p.m. (when work is to continue after 6 p.m.) shall be allowed for tea.

SUNDAYS AND HOLIDAYS.

40. (a) Double time shall be paid for work done between 8 a.m. and 5 p.m. on Sundays and on the following holidays, viz :—Christmas Day, Boxing Day, New Year's Day, Australia Day, Labour Day, Good Friday, Easter Monday, Anzac Day, King's Birthday, Union Picnic Day, and Melbourne Cup Day; but if any other day be by Act of Parliament or Proclamation substituted for the above-mentioned holidays, the special rate shall be payable for work done only on the day so substituted. Overtime at the rate of time and a half, calculated on the special rate mentioned in this clause, shall be paid for work done before 8 a.m. or after 5 p.m. on Sundays and holidays.

(b) Employees called upon to work on Sundays or holidays shall be provided with four hours' work, or shall be paid for four hour's work; but such payment shall not exceed three times the ordinary week-day rate payable to permanent employees.

(c) Employees (other than temporary workers) not called upon to work on a holiday shall be paid for such holiday at ordinary rates provided that any portion of the working week is or has been worked by them.

Notwithstanding the provisions of sub-clause (c) an employee who does not work on Anzac Day shall not be entitled to payment for such holiday.

SICK LEAVE.

41. (a) Any employee who has been in the employment of the same employer for a period of not less than three months and who does not attend for duty shall lose his pay for the actual time lost unless such employee produces or forwards within 24 hours of the commencement of such absence evidence satisfactory to the employer that his 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 ground of personal ill-health or accident for more than four days in each year or a proportionately less time during any shorter period of employment.

(b) If the full period of sick leave as prescribed in sub-clause (a) hereof is not taken in any year, such portion as is not taken shall be cumulative from year to year up to a period not exceeding eight days which shall be the maximum amount of leave to which any employee shall be entitled in any year without deduction of pay.

For the purposes of this sub-clause, service prior to 1st May, 1943, shall be disregarded.

ANNUAL LEAVE.

42. Any employee who has been in the service of the same employer for a period of not less than twelve months shall be granted one week's holiday on full pay in each year, and such holiday shall be given within three months of completion of each twelve month's service.

If the employee leaves or is dismissed before the expiration of twelve months' service, then such employee shall be given one half-day's holiday or be paid one half day in respect of each calendar month's or part of a calendar month's service. Provided that an employee shall not be entitled to one half-day's holiday for part of a calendar month until he has completed six calendar months' continuous service with the same employer. For the purposes of this clause service prior to 1st May, 1943, shall be disregarded.

SMOKE-OH.

43. A "smoke-oh" period of 15 minutes without deduction of pay shall be allowed as follows :—

(a) To shift workers—

At intervals of not less than 2 hours nor more than 2½ hours after the commencement of work or of recommencing work after a meal break. Provided that where a meal break occurs within any such interval of 2½ hours the employee shall not be entitled to a "smoke-oh" during that interval.

(b) To other workers—

Each morning between the hours of 9.30 and 10.30 and each afternoon between the hours of 2.30 and 3.30.

CHANGING TIME.

44. Employers shall allow all employees 5 minutes changing time at the end of the ordinary day's work and such time shall be counted as time worked.

TEMPORARY WORKERS.

45. Temporary workers shall be paid at the rate of time and a third but the rates payable to such employees for overtime shall be based on the rates payable to an ordinary worker.

LIMITATION OF PENALTY RATES.

46. Where under any provision in this Determination (other than the provision contained in clause 39 (ii)), cumulative penalty rates would entitle an employee to a sum in excess of three times the ordinary week-day rate per hour of a permanent worker performing like work, the rate payable to such employee, whilst he is employed at work for which penalty rates are provided, shall not exceed three times the ordinary week-day rate referred to; excepting where an employee is called upon to work through a meal time on a Sunday or a holiday.

DEFINITIONS.

47. (a) A temporary worker shall mean any person who is employed for less than three full consecutive working days. Saturdays, Sundays, and holidays are not to be counted as working days, i.e., Friday, Monday, and Tuesday would be three consecutive working days whether Saturday or Sunday is worked or not.

(b) Juvenile worker shall mean a person under 21 years of age, other than an improver, who may be employed at—

Patting, wrapping, stamping, or branding;
Labelling, keying, wiping tins, and carrying off from filling table;
Filling or cleaning tins, jars, or moulds;
Weighing, filling, emptying, stacking, capping, sealing, opening, packing, cleaning, or sterilizing tins, cartons, or bottles;
Taking away from machines;
Picking meat from bones.

MEAL ALLOWANCE.

48. An employee required to work overtime for more than one and a quarter hours after the time of ending work in clause 36 shall be paid 2s. tea money unless notified on the previous day that his services will be needed. If having been notified accordingly he has provided himself with a meal he shall receive, in the event of the work not being done or ceasing before respective meal times, 2s. for each meal so provided.

WEIGHT CARRYING.

49. No female over the age of eighteen years shall be required to carry a greater weight than thirty pounds. Section 207 of the *Factories and Shops Act* 1928 (No. 3677) provides that—"No person employing any girl under the age of eighteen years in a factory or shop shall permit such girl while so employed to lift or carry a greater weight than twenty-five pounds".

WET WORK.

50. When female employees are engaged in wet work, employers shall take reasonable precautions to protect such employees from getting wet.

FIRST-AID CHEST.

51. A first-aid chest, with all necessaries for same, shall be provided.

MIXED FUNCTIONS.

52. Any person engaged on two or more classes of work in any day shall be paid at the highest rates prevailing for that day.

DINING AND DRESSING ROOMS.

53. Proper dining and dressing rooms shall be provided, and shall be kept in a sanitary condition by the employer.

WASHING DOWN.

54. For the purposes of washing down, hoses and water taps must be provided at convenient places.

PAYMENT OF WAGES.

55. All employees to be paid weekly, and in the time of the employer.

MINIMUM OF WORK.

56. All persons who are engaged for work shall be paid for eight hours' work at least on week days and three and a half hours' work at least on Saturday, even if they are not required to work.

WAITING TIME.

57. When an employee has been notified to start work at a certain hour, but is not put on at such hour, the time that the employee is kept waiting shall be treated as time of duty.

WASHING FACILITIES.

58. A proper place shall be provided for the purpose of washing clothes.

RIGHT OF ENTRY OF UNION OFFICIALS.

59. The Secretary or Assistant Secretary of the Federated Cold Storage and Meat Preserving Employees' Union of Australasia shall be allowed to inspect all time and wages books at the place at which the time book or other record is kept between the hours of 10 a.m. and 2 p.m. on any working day excepting pay day or on the day immediately preceding pay day.

APRONS TO BE PROVIDED.

60. Aprons shall be provided by the employer for employees doing the following classes of work—

(a) Males—Retort hands; washing cans; handling gravy pots;

(b) Females—Putting meat into cans.

CLOGS OR PROTECTIVE FOOTWEAR TO BE PROVIDED.

61. Clogs or protective footwear shall be provided for wet work.

ALL PERSONS TO WHOM THIS DETERMINATION APPLIES.

PERIODICAL ADJUSTMENT OF WAGES.

62. The wages rates for males set out in clauses 2 and 32 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 the wages of apprentices, improvers, juvenile workers and of females 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 63.

Basic Wage.

Place.	Basic Wage.	Index Number Set Assigned.
	£ s. d.	
Within the area to which this Determination applies	4 11 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

63. (a) Until the beginning of the first pay period to commence in May, 1944, the amount of the basic wage shall be as prescribed in clause 62.

(b) During each future successive period beginning with the first pay period to commence in a May, an August, a November, or a February, the amounts 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 :—

(1) The index number set to be applied is that assigned to Melbourne.

(2) 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.

(3) The amount assigned in the following table (or in any extension thereof) to the index number division comprising that number is to be ascertained.

(4) 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.
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.

P. A. RANDLES, J.P., Chairman.

J. V. WILLOX, Secretary.

Melbourne, 3rd March, 1944.

By Authority: H. E. DAW, Government Printer, Melbourne.