VICTORIA

GOVERNMENT GAZETTE.

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Factories and Shops Acts.

DETERMINATION OF THE SHOPS BOARD No. 7 (COUNTRY SHOP ASSISTANTS).

NOTE.—This Determination applies to the whole of the State *outside and excepting* the following parts of Victoria, namely:—The Metropolitan District as defined in the *Factories and Shops Act* 1928 (No. 3677) and the Order in Council thereunder, 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 employed in or in connexion with a shop as a shop assistant, packer, storeman, or carter," has made the following Determination, viz.:—

1. That as from the beginning of the first pay period to commence on or after the 23rd March, 1944, the last Determination of this Board shall be revoked and replaced by this Determination as to the lowest prices or rates which may be paid to any person employed in or in connexion with a shop as a shop assistant, packer, storeman, or carter, but not including persons subject to the Determinations of the—

Shops Board No. 4 (Butchers, Country),

Shops Board No. 6 (Chemists),

Shops Board No. 13 (Fuel and Fodder, Country), or the

Hotel and Restaurant Board.

2. APPRENTICES OR IMPROVERS.

Experience.	Wages Per Week of 46 Hours. Commencing Age. 15 years or under.	16 years.	17 years or over.	Proportion. (In or in connexion with any shop.)
		Males.		*Apprentices.* One male apprentice to every three or fraction of three male workers receiving not less than 74s. 9d. per week of 46 hours. One female apprentice to every three or fraction of three female workers receiving not less than 44s. 6d. per week of 46 hours. An indenture of apprenticeship prescribed by the Board was approved on 20.12.1923.
1st year	16s. 6d.	18s.	20s. 9d.	
2nd "	21s. 3d.	26s.	31s. 3d.	
3rd "	26s.	37s. 3d.	48s. 9d.	
4th "	37s. 3d.	48s. 9d.	63s. 9d.	
5th "	48s. 9d.	63s. 9d.	..	
6th "	63s. 9d.	..	..	
		Females.		*Improvers.* One male improver to each male worker receiving not less than 74s. 9d. per week of 46 hours. One female improver to each female worker receiving not less than 44s. 6d. per week of 46 hours. Provided that a female improver may be employed in lieu of a male improver, or a male improver in lieu of a female improver.
1st year	14s. 9d.	16s.	18s.	
2nd "	16s. 6d.	18s. 6d.	23s. 9d.	
3rd "	22s. 9d.	24s. 3d.	31s. 3d.	
4th "	28s. 6d.	31s. 3d.	40s. 9d.	
5th "	35s.	40s. 9d.	..	
6th "	40s. 9d.	..	..	

OTHER EMPLOYEES.

—	Wages Per Week of 46 Hours.	
	Males.	*Females.*
Shop assistant—		
In charge of a shop, i.e., the person for the time being entrusted with the control or superintendence of a shop, notwithstanding he or she may be under the orders of a superior who does not devote his or her whole time to supervising such shop—		
(a) working singly	131s. 6d.	113s. 6d.
(b) in charge of one or more persons	145s.	120s. 6d.
In charge of a department, i.e., the person for the time being entrusted with the control or superintendence of a department in which are employed two or more other persons, notwithstanding he or she may be under the orders of a superior who does not devote his or her whole time to supervising such department	123s. 6d.	75s. 9d.
21 years of age	74s. 9d.	44s. 6d.
22 " "	86s. 6d.	51s. 6d.
Between 23 and 60 years of age	105s.	62s. 6d.
*60 years of age or over..	95s. 6d.	
Packer or storeman	97s.	..
Carters driving horse-drawn vehicles	98s.	..
Driver of motor vehicle with a carrying capacity of not more than 25 cwt.	99s. 9d.	..
Driver of motor vehicle with a carrying capacity of over 25 cwt.	103s.	..

* This classification shall not apply in the case of an employee 60 years of age or over who is in the service of an employer by whom he has been continuously employed for a period of at least 5 years. Such an employee shall be entitled to receive the rate prescribed herein for an employee between 23 and 60 years of age.

3. TIMES OF BEGINNING AND ENDING WORK.

	Time of Beginning.	Time of Ending.
On the day on which the weekly half-holiday is observed	8 a.m.	12.30 p.m.
On the usual late trading night	8 a.m.	9 p.m.
On the other working days of the week	8 a.m.	6 p.m.

OVERTIME.

4. The rate of time and a half shall be paid for all work done—

(a) Outside the hours fixed as the times of beginning and ending work;

(b) Within the hours fixed as the times of beginning and ending work in excess of 46 hours in any week.

TIME WAGES.

5. Any person employed on time wages for less than the number of hours of an ordinary week's work shall for each hour worked up to one-half the number of hours fixed for an ordinary week's work be paid at the ordinary wages rate with an addition of thirty-three per centum, and for each hour worked beyond the one-half aforesaid shall be paid the ordinary wages rate up to but not exceeding ordinary wages rate for an ordinary week's work.

SPECIAL RATES.

6. All work done on Sunday, Good Friday, Easter Saturday (except in localities in which the late trading night is observed on a Saturday), Easter Monday, and the days on which Australia Day, Labour Day, King's Birthday, Christmas Day, Boxing Day, and New Year's Day are observed as public holidays shall be paid for at the rate of double time.

ANNUAL LEAVE.

7. Any employee who has been in the service of an employer for a period of not less than twelve months shall be granted one week's holiday, exclusive of the holidays mentioned in clause 6, in each year on full pay and such holiday shall be given within three months of the completion of twelve months' service. At least seven days' notice shall be given by the employer to the employee before the latter commences his or her holiday. Any employee who has been employed for not less than six months, but less than twelve months in an employer's service, and whose engagement is terminated, shall receive one half day's holiday payment for each month, or fraction of a month, in such employer's service.

The provisions of this clause shall not apply in the case of any employee who has been dismissed for a misdemeanour.

SICK PAY.

8. (a) Any employee not attending for duty shall lose his or her pay for the actual time lost unless such employee has had not less than twelve months' service with the same employer, and he or she produces or forwards within twenty-four hours of the commencement of such absence evidence satisfactory to the employer that his or her non-attendance was due to personal ill-health or accident necessitating such absence, but such employee shall not be entitled to payment for non-attendance on the grounds of personal ill-health or accident for more than six days in each year.

(b) Notwithstanding anything contained in sub-clause (a) hereof, if the full period of sick leave as prescribed above 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 18 days, which shall be the maximum amount of leave to which an employee may be entitled in any year of service without deduction of pay.

MIDDAY MEAL.

9. An interval of one hour shall be allowed for the midday meal between the hours of 12 noon and 2 p.m.

GARMENT ALLOWANCE.

10. Any employee who wears, when at work, a washable outer-garment, the laundering of which is not paid for by the employer, shall be paid 3s. per week in addition to the ordinary wage. Such laundering shall be done in the town in which is situated the shop or branch shop at which the employee works.

BICYCLE ALLOWANCE.

11. Where an employee uses his or her own bicycle in connexion with the employer's business such employee shall be paid an allowance of 2s. per week in addition to the ordinary wage.

PAYMENT OF WAGES.

12. Wages shall be paid not later than Thursday in each week, and must be paid during working hours.

REFERENCE.

13. 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.

TRANSFER OF EMPLOYEE.

14. Where any employer transfers an employee from one township to another, the employer shall be responsible for and shall pay the whole of the moving expenses, including fares and transport charges, for the employee and his family.

TERMINATION OF EMPLOYMENT.

15. Except in a case where an employee has been guilty of a misdemeanour, seven days' notice of termination of employment shall be given by either employer or worker.

RENT OF RESIDENCE.

16. The employer shall not charge any manager or assistant who resides on the premises in connexion with the shop in which the business of such employer is carried on a greater sum as rent for such premises than 10s. per week.

TIME AND WAGES RECORD.

17. The employer shall keep a time and wages record showing the name of each worker, the number of hours worked each week, and the wages and overtime paid each week. Such record shall be open for inspection by a duly accredited representative of the Shop Assistants and Warehouse Employees' Federation of Australia or of the Victorian Storekeepers' Association.

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.

A. V. BARNS, J.P., Chairman

J. W. RYAN, Secretary.

Melbourne 22nd March, 1944.

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