



# VICTORIA GOVERNMENT GAZETTE.

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## DETERMINATION OF THE SHOPS BOARD No. 3 (BUTCHERS).

NOTES.—1. This Determination applies to the whole of the State of Victoria.

2. Butchering and/or Small Goods Making were proclaimed on the 9th October, 1939, as Apprenticeship Trades under the *Apprenticeship Act 1928* for the Metropolitan District.

Full particulars of the apprenticeship regulations for these trades may be obtained on application to the Secretary, Apprenticeship Commission, Melbourne.

3. By Order in Council, dated the 13th October, 1941, the Shops Board No. 4 (Butchers' Country), and the Shops Board No. 5 (Butchers, Provincial) were each deprived of its power and such power was conferred exclusively on the Shops Board No. 3 (Butchers).

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 the process, trade, or business of a butcher, or seller of meat, or maker or seller of small goods" has made the following Determination, namely:—

1. That on the 29th August, 1946, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2. (a)

### APPRENTICES AND IMPROVERS.

Apprentices and Improvers (other than Carters and Drivers) employed in Abattoirs or Meat Markets within the Metropolitan District.				Apprentices and Improvers not elsewhere included.				
				<b>APPRENTICES.</b>				
				<i>Five-year Terms.</i>				
<b>Weekly Wage.</b>				Rate Per Week.	Constant Loading Per Week.	War Loading Per Week.	Total Per Week.	
£ s. d.				£ s. d.	s. d.	s. d.	£ s. d.	
1st year's experience .. .. .	..	..	..	1 7 0	2 0	1 0	1 10 0	
2nd .. .. .	..	..	..	1 16 6	2 0	1 6	2 0 0	
3rd .. .. .	..	..	..	2 14 0	4 0	2 0	3 0 0	
4th .. .. .	..	..	..	3 9 3	5 0	2 3	3 16 6	
5th year .. .. .	..	..	..	4 11 0	5 6	3 0	4 19 6	
.. .. . Minimum wage								
				<i>Four-year Terms.</i>				
				1 12 0	2 0	1 0	1 15 0	
				2 5 6	3 0	1 6	2 10 0	
				3 9 3	4 6	2 3	3 16 0	
				4 11 0	5 6	3 0	4 19 6	
				<b>EMPLOYMENT OF MALE JUNIORS.</b>				
<b>PROPORTION (BY ANY EMPLOYER).</b>								
<i>Apprentices.</i>								
One apprentice to every three or fraction of three workers receiving not less than the minimum wage prescribed by this Determination.								
<i>Improvers.</i>								
Such number of improvers as shall not, together with apprentices, exceed, in the aggregate, one to every three or fraction of three adult weekly workers receiving not less than the minimum wage.								
				<p>(a) In such portions of the State of Victoria as come within the purview of the Apprenticeship Commission after a probationary period of four months male juniors shall only be employed as apprentices. The periods and conditions of such employment (except wage rates) and the duties and responsibilities of such apprentices and their employers shall be as prescribed by such Commission.</p> <p>(b) In all other areas covered by this Determination unapprenticed juniors may be employed on the following terms:— After a probationary period of six months each junior for a period of at least four years shall be trained to be a general butcher, and shall not be dismissed from his employment during such period except for inefficiency or misconduct or in the event of the employer ceasing to carry on business or who for financial reasons becomes unable to employ labour.</p>				

APPRENTICES AND IMPROVERS—continued.

Employed as Carters and Drivers in or in connexion with Abattoirs or Meat Markets in all Areas to which this Determination applies.		Apprentices and Improvers not elsewhere included.				
		The wage rates of unapprenticed junior labour shall be as follows:—				
IMPROVERS.	Weekly Wage.	Rate	Constant	War	Total	
	£ s. d.	Per Week.	Loading	Loading	Per Week.	
		£ s. d.	s. d.	s. d.	£ s. d.	
Under 18 years .. .. .	3 0 6	1 12 0	2 0	1 0	1 15 0	First year ..
18 years and under 19 years .. .. .	3 11 6	2 1 6	2 6	1 0	2 5 0	Second year ..
19 years and under 20 years .. .. .	3 19 6	2 16 0	4 0	2 0	3 2 0	Third year ..
20 years .. .. .	Minimum wage	3 16 9	4 6	2 3	4 3 6	Fourth year ..
						Fifth year and until reaching the age of 21 years ..
		4 12 6	6 0	3 0	5 1 6	

No carter or driver under 19 years of age shall be allowed to drive or be in charge of more than one horse in the Metropolitan District. No carter or driver under 18 years of age shall be allowed to have sole charge of a motor vehicle.

PROPORTION (BY ANY EMPLOYER).

One improver to every five drivers receiving not less than the minimum wage.

Where a juvenile commences in the industry after having attained his seventeenth birthday he shall be paid at the second year rate in the first year and the third year rate in his second year and so on. Juveniles under the age of 18 years shall not be engaged in delivering for more than 4 hours on any one day. Each juvenile shall within 14 days of accepting employment supply a certificate to the Master Butchers Meat and Allied Trades Federation of Australia and to the Australasian Meat Industry Employees Union stating his correct age and his period of service in the industry.

PROPORTION OF JUVENILES AND APPRENTICES.

The number of apprentices and/or unapprenticed juniors employed in any one shop or slaughter-house whether consisting of a shop, small goods factory, or factory only, or of a shop, slaughter-house, and factory combined, shall not exceed one to three or fraction of three adult weekly employees. An employer actually working in the shop, slaughter-house, or the factory for the whole or a substantial part of his time shall be treated as an adult for the purpose of this clause.

2. (b)

OTHER EMPLOYEES.

DIVISION A.—ABATTOIRS OR MEAT MARKETS WITHIN THE METROPOLITAN DISTRICT.

	Weekly Wage.		
	Adjustable	*Emergency	Total
	Wage.	Loading	Wage.
		(Non-adjustable).	
	£ s. d.	s. d.	£ s. d.
Tacklemen .. .. .	6 18 0	6 0	7 4 0
Slaughterman .. .. .	6 9 0	6 0	6 15 0
Head and Feet Boners .. .. .	5 15 0	3 0	5 18 0
Scalders .. .. .	5 15 0	3 0	5 18 0
Meat Lumpers .. .. .	5 12 6	3 0	5 15 6
Offal labourers (including persons handling, or breaking out crown fats from, offals sent to boiling down) .. .. .	5 9 0	3 0	5 12 0
General labourers .. .. .	5 6 6	3 0	5 9 6

\* The Emergency Loading shall not be taken into account in the calculation of Overtime and Holiday Rates.

DIVISION B.—RETAIL SHOPS.

	Weekly Wage.		
	(a) Within 20 Miles of G.P.O., Melbourne (other than those specified in Division A).	At Yallourn.	All other Parts of Victoria.
	(b) Within 10 Miles of G.P.O. at Geelong and Warrnambool.		
	(c) Within the Mildura and Gippsland Districts.		
	Per Week of 44 Hours.	Per Week of 44 Hours.	Per Week of 44 Hours.
	£ s. d.	£ s. d.	£ s. d.
Employees in country butchers' shops required to do any slaughtering as herein defined in the slaughter-house associated with such shop for more than 24 hours per week .. .. .	6 16 6	7 3 0	6 13 6
Employees who do slaughtering for 24 hours or less in a slaughter-house associated with a butcher's shop—			
Whilst employed on such work .. .. .	6 16 6	7 3 0	6 13 6
Whilst employed on other work .. .. .			
Slaughtermen employed in abattoirs outside the metropolitan area of Melbourne—			
Definition:—"Slaughtering" means and includes taking charge of slaughter yard, penning up, knocking down, pithing, sticking, bleeding, dressing, skinning, necking off, cutting down, hanging back, and washing .. .. .	7 1 0	7 7 6	6 18 0

OTHER EMPLOYEES—continued

	Weekly Wage.		
	(a) Within 20 Miles of G.P.O., Melbourne (other than those specified in Division A).	(b) Within 10 Miles of G.P.O. at Geelong and Warrnambool.	(c) Within the Mildura and Glippland Districts.
	At Yallourn.	At Yallourn.	All other Parts of Victoria.
	Per Week of 44 Hours.	Per Week of 44 Hours.	Per Week of 44 Hours.
	£ s. d.	£ s. d.	£ s. d.
General butcher in charge of branch shop is one whose duties consist of responsibilities with respect to the management or carrying on of the business of such branch shop over and above the duties of a general butcher	6 15 0	7 1 6	6 12 0
General butchers who in the course of their duties act as shopmen or who are engaged principally cutting for window displays	6 9 0	6 15 6	6 6 0
Other general butchers not called on to serve in shops and including men who cut and deliver meat to customers outside the shop	6 6 0	6 12 6	6 3 0
Small goods makers in butchers' shops, boners, salters, scalders, and cookers	6 6 6	6 13 0	6 3 6
Ordermen who deliver but do not cut meat and who are not carters and drivers	5 10 0	5 16 6	5 7 0
All others	5 8 0	5 14 6	5 5 0
<i>Definition</i> :—"General butcher" means an adult who has served an apprenticeship or has had at least four years' general experience in general butchering and is not exclusively employed in the making of small goods.			
<b>DIVISION C.—SMALL GOODS SECTION.</b>			
Employees in the country required to do any slaughtering as defined in Division B in the slaughter-house associated with a butcher's shop or small goods factory for more than 24 hours per week	6 14 6	7 1 0	6 11 6
Employees who do slaughtering for 24 hours or less per week in a slaughter-house associated with a butcher's shop or small goods factory—			
Whilst employed on such work	6 14 6	7 1 0	6 11 6
Whilst employed on other work	At the rates prescribed for such work.		
Men employed principally on mixing machines and/or responsible for making of small goods	6 12 0	6 18 6	6 9 0
Fillermen	6 1 6	6 8 0	5 18 6
Small goods makers, butchers, small goods sellers from vehicle who collect cash, boners, salters, scalders, and cookers	6 6 6	6 13 0	6 3 6
Packing-room hands	5 15 6	6 2 0	5 12 6
Linkers and table hands	5 14 6	6 1 0	5 11 6
All others	5 8 0	5 14 6	5 5 0
<b>DIVISION D.—CARTERS AND DRIVERS EMPLOYED IN OR IN CONNEXION WITH ABATTOIRS OR MEAT MARKETS.</b>			
Drivers of Motor Vehicles—	Per Week of 44 Hours.	Per Week of 44 Hours.	Per Week of 44 Hours.
Not exceeding 25 cwt. capacity	£ s. d. 5 8 6	£ s. d. 5 15 0	£ s. d. 5 5 6
Exceeding 25 cwt. but not exceeding 3 tons capacity	5 12 6	5 19 0	5 9 6
Exceeding 3 tons capacity	5 16 6	6 3 0	5 13 6
Horse Drivers—			
One horse	5 6 0	5 12 6	5 3 0
Two horses	5 8 6	5 15 0	5 5 6
Three horses	5 10 6	5 17 0	5 7 6
Head stableman (if more than one employed)	5 4 0	5 10 6	5 2 0
Other stablemen or grooms	5 0 0	5 6 6	4 17 0
Drivers who do not cart meat, and who are not required to wear special clothing	2s. 6d. per week less than the rate specified	2s. 6d. per week less than the rate specified	2s. 6d. per week less than the rate specified
Drivers who, as part of their duties during the week, are required to collect moneys and account therefor	11d. per week in addition to the rate specified	11d. per week in addition to the rate specified	11d. per week in addition to the rate specified
Drivers of loaded motor vehicles, except tractors, drawing a loaded trailer	11d. per day in addition to the rate specified	11d. per day in addition to the rate specified	11d. per day in addition to the rate specified
Drivers who, during the day, are engaged in carting blood-manure or offensive offal	11d. per day in addition to the rate specified	11d. per day in addition to the rate specified	11d. per day in addition to the rate specified
Drivers who are required to cart meat before 7 a.m. shall be paid as follows :—			
From 1st May to 31st October	8d. per hour in addition to the rate specified	8d. per hour in addition to the rate specified	8d. per hour in addition to the rate specified
From 1st November to 30th April	5d. per hour in addition to the rate specified	5d. per hour in addition to the rate specified	5d. per hour in addition to the rate specified
<b>DIVISION E.—CARTERS AND DRIVERS (NOT ELSEWHERE INCLUDED).</b>			
(1) Drivers of motor vehicles—	Per Week of 44 Hours.	Per Week of 44 Hours.	Per Week of 44 Hours.
(i) not exceeding 25 cwt. capacity	£ s. d. 5 13 0	£ s. d. 5 19 6	£ s. d. 5 10 0
(ii) exceeding 25 cwt. capacity but not exceeding 3 tons capacity	5 17 0	6 3 6	5 14 0
(iii) exceeding 3 tons capacity but under 6 tons capacity	6 0 0	6 6 6	5 17 0
(iv) for each complete ton over 5 tons an extra 1s. per week			
(v) motor (not being a tractor) drawing trailer 1s. per day extra for each trailer.			
(2) Horse drivers—			
(i) one horse	5 8 0	5 14 6	5 5 0
(ii) two horses	5 13 0	5 19 6	5 10 0
(iii) three horses	5 16 0	6 2 6	5 13 0
(iv) four horses	5 18 0	6 4 6	5 15 0

**DIVISION F.—EMPLOYEES ON GAS PRODUCER UNITS.**

In addition to the rates prescribed, employees shall be paid the following additional rates and granted the following conditions:—

- (1) Driver of motor vehicle fitted and operated with a charcoal gas producer unit—for each day or portion thereof upon which he is called upon to drive such vehicle—an extra 1s.  
Such driver for each day or portion thereof upon which he is called upon to clean the hopper and/or final filter of such unit—an extra 1s.  
Cleaner of gas producer unit who is not a driver, for each day or part thereof upon which he is called upon to clean—an extra 1s.  
Provided that the special loadings prescribed by clause 64 of this Determination shall not apply to any driver or cleaner covered by this Division.
- (2) Suitable overalls and gloves shall be provided by employers for the employees mentioned in paragraph (1) hereof.
- (3) Employers shall provide proper washing conveniences for such employees and also hot water or some other efficient cleansing material.

**PROVISIONS APPLICABLE TO PERSONS (OTHER THAN MEAT LUMPERS AND CARTERS AND DRIVERS) EMPLOYED IN ABATTOIRS OR MEAT MARKETS WITHIN THE METROPOLITAN DISTRICT.**

**WEEK'S WORK FOR SLAUGHTERMEN.**

3. The maximum amount of work to be done by slaughtermen in any week shall be—

Sheep and/or Lambs.		Other Months.	Beef.
During July, August, September and October.			
Woolly Sheep.	Other Sheep and/or Lambs (including Ram Lambs).	Sheep and/or Lambs (including Ram Lambs).	Carcasses.
324 with a maximum of 70 per day on Monday to Friday inclusive and 24 on Saturday	346 with a maximum of 75 per day on Monday to Friday inclusive and 26 on Saturday	346 with a maximum of 75 per day on Monday to Friday inclusive and 26 on Saturday	54 with a maximum of 12 per day on Monday to Friday inclusive and 4 on Saturday  Provided that the daily quota of beef carcasses where men work in a team shall be ascertained by dividing the number of carcasses slaughtered by the number of men in the team

Where on any day a slaughterman is engaged in mixed killing, he shall not exceed the equivalent of twelve beef carcasses on the basis that one beef carcass equals six woolly sheep or six and one third other sheep and/or lambs (including ram lambs).

Each beast slaughtered for kosher purposes shall count for the purposes of the tally as one and a third.  
A slaughterman's work shall consist of sticking down, taking out neck sweetbreads (if any), taking off the skin, taking out offal, wiping up the carcass, and hanging, all in a workmanlike manner.  
Time taken off for collecting pay shall not affect the day's tally.

**HOURS.**

4. The number of hours to constitute an ordinary week's work shall be 44.  
The hours of work on any day shall be continuous except for a meal interval of one hour which shall be allowed between the hours of 12 noon and 1.30 p.m. on Monday to Friday inclusive.

**TERMS OF ENGAGEMENT.**

5. All employees (other than casuals) shall be paid the full weekly wage fixed herein irrespective of the hours worked not exceeding the weekly hours fixed.

**EMPLOYEE'S WEEK.**

6. When any employee is engaged for a week's work, each week shall commence from the day on which he is engaged.

**TIMES OF BEGINNING AND ENDING WORK.**

7.		Time of beginning.				Time of ending.
	Slaughtermen—	{ 7.30 a.m. .. .. .	..	..	..	4.40 p.m., Monday to Friday inclusive.
		{ 7.30 a.m. .. .. .	..	..	..	10.40 a.m., Saturday.
	All other persons—	{ 7.30 a.m. .. .. .	..	..	..	5 p.m., Monday to Friday inclusive.
		{ 7.30 a.m. .. .. .	..	..	..	11 a.m., Saturday.

**OVERTIME.**

8. The following rate shall be paid for overtime:—  
Within the hours fixed as the times of beginning and ending work in excess of 44 hours in any week } Time and a half.  
Outside the hours fixed as the times of beginning and ending work .. .. . }

**TEA MONEY.**

9. Any employee required to work overtime for more than one and a half hours on any day without having been notified on the preceding day that he would be required so to work shall be paid the amount of Two shillings in addition to any overtime payment to which he may be entitled.

**CASUAL LABOUR.**

10. Casual employees (i.e., persons employed during any week for not more than one-half the maximum number of hours fixed in this Determination as a week's work) shall be paid the following rates:—

Slaughtermen .. .. .	28s. per day (Monday to Friday inclusive) and 14s. on Saturday.
Labourers .. .. .	19s. 6d. per day.

**PAYMENT FOR HOLIDAYS.**

11. Employees (other than casual employees) shall be entitled to the following holidays without deduction of pay:—  
Christmas Day, Boxing Day, New Year's Day, Australia Day, Labour Day, Anzac Day, Good Friday, Easter Monday, Melbourne Cup Day, and Butchers' Picnic Day.

**SPECIAL RATE FOR SUNDAY AND HOLIDAYS.**

12. Double time shall be the special rate payable for all work done on Sunday and the holidays mentioned in Clause 11, but if any other day be by Act of Parliament or Proclamation substituted for any of such holidays, the special rate shall be payable only for work done on the day so substituted.

**NOTICE TO WORK ON HOLIDAYS.**

13. Except in the case of unavoidable accident or emergency, three days' notice shall be given to an employee who is required to work on a holiday prescribed in this Determination.

**SICK LEAVE.**

14. (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 six days in each year or a proportionate 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 twelve days, which shall be the maximum amount of leave to which an employee may be entitled in any year without deduction of pay. For the purposes of this sub-clause year shall be deemed to commence on 10th June, 1943.

**ANNUAL HOLIDAYS.**

15. The annual holidays for employees covered by this Determination shall be in accordance with the provisions, as may be amended from time to time, of the *Factories and Shops (Annual Holidays) Act 1946—No. 5111*.

**SMOKO INTERVAL.**

16. All employees shall be allowed twenty minutes smoko each forenoon and afternoon without deduction of pay.

**PAYMENT OF WAGES.**

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

**TERMINATION OF EMPLOYMENT.**

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

Provided that this clause shall not apply to tacklemen, slaughtermen, or labourers.

**STOP WORK MEETINGS.**

19. No stop work meetings shall be held by employees during working hours. If, in contravention of this clause, a stop work meeting should be held, the pay for the time lost may be deducted.

**TIME BOOK FOR SLAUGHTERMEN.**

20. Every slaughterman shall indelibly record daily his correct time of beginning and ending work, also the daily tally of work performed by him in a book which shall be furnished by the employer. Such time book shall be produced for inspection during reasonable hours to the Secretary of the Australian Meat Industry Employees Union or any official thereof duly authorized in writing by the President and Secretary of the local branch or sub-branch of the Union.

**TREATMENT OF INJURED STOCK.**

21. (a) The employer shall have power to call on slaughtermen during the following periods to kill stock that require immediate treatment, viz.—During smoko intervals, between 12 and 1 p.m., and after 5 p.m. on week days, and after 11 a.m. on Saturdays. Stock killed during such periods are to be considered extra to the day's tally, and shall be paid for at one and a half times the ordinary rates.

(b) Where a watchman is employed, he shall be able during his period of watch, but not during the hours when slaughtering operations are being carried on, to kill and dress any injured or crippled sheep or lambs that may require attention.

**HANDLING OF CONDEMNED CARCASSES.**

22. The employer shall provide ample quantities of hot water, soap and disinfectant (such as cyllin, ixol &c.) for the use of employees required to handle carcasses of animals condemned by meat inspectors as unfit for human consumption because of disease.

**KNIVES TO BE SUPPLIED.**

23. Knives which shall remain the property of the employer shall be supplied under the following conditions to labourers when necessary for the performance of their duties:—

- (i) They shall be returned to the employer on termination of the employment or at the end of the season.
- (ii) If such knives are not returned the employer shall be entitled to deduct their cost from any money owing to the employee.

**PROVISIONS APPLICABLE TO MEAT LUMPERS EMPLOYED WITHIN THE METROPOLITAN DISTRICT.****HOURS.**

24. (a) The market trading hours at the Meat Market are as follows:—

Monday	..	..	..	..	..	..	..	..	..	5 a.m. to 1 p.m.
Tuesday	..	..	..	..	..	..	..	..	..	5 a.m. to 1 p.m.
Wednesday	..	..	..	..	..	..	..	..	..	5 a.m. to 12 noon.
Thursday	..	..	..	..	..	..	..	..	..	5 a.m. to 1 p.m.
Friday	..	..	..	..	..	..	..	..	..	4.30 a.m. to 4 p.m.
Saturday	..	..	..	..	..	..	..	..	..	6 a.m. to 10 a.m.

(b) When an employee is available for work during the meat trading hours, such hours shall be accounted as hours worked by him.

All work done in excess of nine hours on Monday to Thursday inclusive, and in excess of nine and a half hours on Friday, and in excess of four hours on Saturday, and in excess of 44 hours in any one week, shall be paid for at overtime rates, provided that a meat lumpers who starts work at or after 8 a.m. and is employed during the afternoon shall not come under the provisions of the first and second paragraphs of this clause, and he shall be paid at overtime rates for all work done in excess of nine hours on Monday to Friday inclusive or in excess of four hours on Saturday or in excess of 44 hours in any one week.

(c) One hour shall be allowed each day for a meal between 8 a.m. and 10 a.m., and on Friday one hour also between noon and 2 p.m., but for the meat lumpers who commences work at 8 a.m., the hour shall be between 12 noon and 2 p.m.

(d) Hours of duty shall be continuous except for meals.

(e) No employee shall be required to work for a longer period than five hours without a suitable interval for a meal.

**WEEKLY ENGAGEMENT.**

25. Except in the case of casual employees all employment shall be by the week. Employees to become entitled to payment on a weekly basis shall perform such work as the management shall from time to time require on the days and during the hours usually worked by the class of employees affected.

Employment shall be terminated only by a week's notice on either side, such notice to be given at any time during the week. This shall not affect the right of the management to dismiss any employee without notice for malingering, inefficiency, neglect of duty or misconduct, in which case 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 of machinery or any stoppage of work by any cause for which the employer cannot be reasonably held responsible.

**SICK LEAVE.**

26. (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 six days in each year or a proportionate 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 twelve days, which shall be the maximum amount of leave to which an employee may be entitled in any year without deduction of pay. For the purposes of this sub-clause year shall be deemed to commence on 10th June, 1943.

**OVERTIME.**

27. (a) If required for duty on any holiday, half-holiday, Saturday afternoon or Sunday, all employees shall be entitled to pay at double the ordinary rate per day.

(b) If required for duty on other days beyond the hours per day prescribed, all employees shall be entitled to pay at the rate of time and a half.

(c) Where overtime has been earned by an employee for working after the number of hours prescribed as a day's work, such overtime shall be paid to him in addition to his weekly wage, but the hours on which overtime has been earned shall not be counted in computing the working hours of the week.

**ANNUAL HOLIDAYS.**

28. The annual holidays for employees covered by this Determination shall be in accordance with the provisions, as may be amended from time to time, of the *Factories and Shops (Annual Holidays) Act 1946—No. 5111*.

**PAYMENT FOR HOLIDAYS.**

29. Employees (other than casual employees) shall be entitled to the following holidays without deduction of pay:—  
Christmas Day, Boxing Day, New Year's Day, Australia Day, Labour Day, Anzac Day, Good Friday, Easter Monday, Melbourne Cup Day, and Butchers' Picnic Day.

**SMOKO.**

30. Employees shall be given two smokos of ten minutes' duration on each day Monday to Friday and one of ten minutes' duration on Saturday at times fixed by the employer.

**PAY DAY.**

31. Wages shall be paid not later than Friday in each week in the employer's time.

**GENERAL CONDITIONS OF EMPLOYMENT.**

32. All employers shall keep a time and wages book in which shall be entered the names of all employees, the hours worked and the wages received. Such book shall be opened for inspection during reasonable hours by the Secretary of the Australasian Meat Industry Employees Union.

**PROVISIONS APPLICABLE TO CARTERS AND DRIVERS EMPLOYED IN CONNEXION WITH ABATTOIRS AND MEAT MARKETS IN ALL AREAS TO WHICH THIS DETERMINATION APPLIES.****HOURS OF WORK.**

33. The hours of duty of employees shall not (without payment for overtime) exceed 44 hours per week, and the daily hours shall not (without payment for overtime) exceed 9 hours 40 minutes on Monday to Friday, and 6 hours on Saturday.

Except as provided by Clause 2 (b) and except in the case of stablemen and grooms, such daily hours shall be worked between 7 a.m. and 6 p.m. on Monday to Friday, and 7 a.m. and 1 p.m. on Saturday.

The hours of duty on any day shall be continuous except for meal intervals.

No employee shall be required to work for a longer period than five hours without a suitable interval for a meal.

**OVERTIME.**

34. All time worked in excess of 9 hours 40 minutes on Monday to Friday, and in excess of 6 hours Saturday, on or in excess of 44 hours per week, shall be paid for at the rate of time and a half.

**WEEKLY ENGAGEMENT.**

35. Except in the case of casual employees, all employment shall be by the week. Employees to become entitled to payment on a weekly basis shall perform such work as the management shall from time to time require on the days and during the hours specified.

Any weekly employee not attending for duty shall lose his pay for the actual time of such non-attendance, unless he produces or forwards within 24 hours of the commencement of such absence evidence satisfactory to the management that his non-attendance was due to personal accident arising out of and in the course of his employment or to personal ill-health necessitating such absence.

Provided that an employee shall not be entitled to payment for non-attendance on the ground of personal accident or personal ill-health or both for more than six days in each year.

Employment shall be terminated only by a week's notice on either side, such notice to be given at any time during the week. This shall not affect the right of the management to dismiss any employee without notice for malingering, inefficiency, neglect of duty, or misconduct, in which case 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 of machinery or any stoppage of work by any cause for which the employer cannot be reasonably held responsible.

**CASUAL EMPLOYEES.**

36. Casual employees (i.e., persons employed during any week for not more than one-half the maximum number of hours fixed as a week's work) shall be paid one-sixth of the weekly wage for the class of work they perform, plus 2s. for each day or part of a day on which they are employed.

Where a casual employee is required to perform more than one kind of function on any one day, he shall be paid for the whole day at the highest rate prescribed for any of the functions.

**HOLIDAYS.**

37. Employees, other than casuals, shall be entitled to the following holidays without deduction of pay:—

Christmas Day, Boxing Day, New Year's Day, Australia Day, Labour Day, Good Friday, Easter Monday, King's Birthday, and Butchers' Picnic Day.

Provided that within the Metropolitan District, Melbourne Cup Day shall be observed as a holiday in lieu of King's Birthday

## SUNDAY AND HOLIDAY RATES.

38. (a) Except as hereinafter provided, all time of duty on Sunday and Public Holidays herein prescribed shall be paid for at the rate of double time, that is two day's pay on Sunday, and one day's pay on public holidays in addition to the weekly wage.

(b) Stablemen and grooms, part of whose duties are to feed and attend to horses every day, shall not be entitled to any extra pay for working on Sunday if they are allowed one clear day's rest in seven. If they work on seven days in one week they shall be entitled on Sunday rates for work done on Sunday.

Stablemen and grooms shall not be entitled to any extra pay for work done on public holidays if engaged in the performance of their ordinary duties.

Stablemen and grooms who are required to work continuously seven days in the week shall be allowed one week's holiday on full pay at the expiration of each twelve months service.

(c) Drivers who are required to be on duty on Sunday to feed and attend to horses where the employer does not employ any stablemen, shall be paid for such Sunday work at the ordinary rate paid for the other six days of the week.

## MINIMUM OF WORK ON A SUNDAY OR A HOLIDAY.

39. Any employee required to work on a Sunday or a holiday as prescribed in clause 38 shall be entitled to four hours pay at double rates provided that he is available for work during such four hours.

## NOTICE TO WORK ON HOLIDAYS.

40. Except in the case of unavoidable accident or emergency, three days' notice shall be given to an employee required to work on a public holiday prescribed in this Determination.

## MIXED FUNCTIONS.

41. Where an employee performs on any day functions of a mixed character, he shall be paid for that day at the rate applicable to the function for which the highest rate is payable.

## PAYMENT OF WAGES.

42. Wages shall be paid not later than Friday in each week in the employer's time.

## PROVISIONS APPLICABLE TO ALL OTHER PERSONS.

## CASUAL EMPLOYEES.

43. (a) A casual employee, that is, an employee who is not employed for a full week, shall be paid one-sixth of the weekly wage prescribed in this Determination for the class of work he performs, plus 10 per cent. of such one-sixth for each day or part of a day on which he is employed. For time worked in excess of 8 hours on any one day, time and a half rates shall be paid.

(b) Where a casual employee is required to perform more than one class of work on any one day, he shall be paid for the whole of that day at the highest wage prescribed in this Determination for any of the work which he performs.

(c) In addition to the rate payable under sub-clause (a) hereof casual employees shall be paid all fares above 4d. per day reasonably and necessarily incurred.

## SPECIAL RATES AND ALLOWANCES.

44. Where an employee is temporarily transferred during working hours from one shop or factory to another the employer shall pay such employee all costs of transit and travelling time.

## LIMITATION OF FEMALE LABOUR IN RETAIL BUTCHERS SHOPS.

45. Except as provided in this clause no female shall be engaged to work or be employed in a retail butcher's shop: Provided that an employer may engage one or more females to act as a cashier or cashiers and to perform general clerical work in any shop the number so engaged not to exceed that necessarily required to perform such work in such shop: Provided further that a female having been so engaged may perform the following work in addition to her duties as cashier or clerk:—

(a) wrap meat or small goods in either paper or cartons;

(b) divide sausages, frankfurts or other small goods and for this purpose may use a knife for cutting purposes;

(c) sell goods already prepared but not fresh uncooked meat; and

(d) sell fresh uncooked meat at any time in which all male employees in such shop are necessarily absent therefrom because of the lunch period or other good reason and only during any such time but not otherwise may use a knife for the purpose of cutting fresh uncooked meat.

## HOURS OF LABOUR.

46. (a) (1) In retail butchers' shops and small goods factories and in abattoirs outside the Metropolitan area of Melbourne the ordinary working hours shall not exceed in number 44 per week.

(2) No time worked on a Sunday shall be reckoned as part of such ordinary hours.

(3) (i) Each daily period of work comprised in such ordinary working hours shall be unbroken except by prescribed meal intervals.

(ii) No such daily period of work shall exceed in duration nine hours exclusive of prescribed meal intervals.

(iii) Such daily periods of work shall be so arranged that on at least one day in each week the employee concerned shall finish his ordinary hours of work not later than 11.30 a.m.

(4) No time worked before 6 a.m. or after 6 p.m. in retail butchers shops or before 6 a.m. or after 8 p.m. in smallgoods factories and in country slaughterhouses shall be reckoned as part of such ordinary hours.

(5) (i) Subject to compliance with the foregoing provisions and with those hereinafter contained the employer shall for any of his employees fix each day's starting and finishing times of ordinary hours of work inclusive of special starting and finishing times for any day next preceding a public holiday, observed by him for the employee concerned.

(ii) The employer shall state such times in advance in a notice which shall be permanently posted in his establishment so as to be at all times accessible and visible to the employees concerned.

(iii) The employer may from time to time substitute other starting and finishing times if, not less than a week in advance of the substituted times, he states such times in a notice posted so as to be visible at all times to the employees concerned together with the next previous notice concerning such times.

(iv) Every fixation of starting and finishing times shall be made in respect of a period which shall not be less than a week in length.

## MEAL INTERVALS.

47. (a) Employees shall be granted one hour for lunch on a full working day between noon and 2 p.m.

(b) Employees called upon to start work on any day other than Saturday or the half-holiday observed in lieu thereof before 7 a.m. shall be allowed one hour for breakfast to commence before 10 a.m.

(bb) Employees called upon to start work before 7 a.m. on a Saturday or the half-holiday observed in lieu thereof shall be allowed one half hour for crib time before 9 a.m. such time to be counted as working time.

(c) Meal intervals where allowed shall not except as otherwise prescribed be counted as part of the daily or weekly hours worked.

## OVERTIME.

48. All time worked—
- (a) In excess of 44 hours per week;
  - (b) In excess of 9 hours on five days of the week and 5 hours on the day on which the ordinary hours of work are fixed to finish not later than 11.30 a.m., or
  - (c) Before the fixed starting time or after the fixed finishing time—
- shall be paid for at overtime rates, viz., time and a half;
- (d) Any time worked between 8 p.m. on Friday and 4 a.m. on Saturday shall be paid for at double time;
  - (e) All time worked after a quarter of an hour beyond the closing time as fixed by the Determination on Saturday or the day observed in lieu of Saturday (except attention to horses and livestock) shall be paid for at double rate with a minimum of 15 minutes.
- No employee shall be called upon to work overtime in retail butchers shops after 6 p.m. or after 7 p.m. elsewhere on Monday to Friday inclusive without a break of one hour and payment of 2s. tea money.

## HOLIDAYS.

49. (a) The following days, or the days observed in lieu thereof except for the unavoidable delivery of small goods, shall be holidays and shall be paid for as though worked—
- New Year's Day, Australia Day, Good Friday, Easter Monday, Anzac Day, Labour Day, King's Birthday, Christmas Day, Boxing Day, and Union Picnic Day.
- Provided that in Melbourne, Melbourne Cup Day shall be observed as a holiday instead of King's Birthday.
- For work done in the delivery of small goods on these days, time and a half rates shall be paid up to 9.30 a.m., and on Good Friday up to 11.30 a.m.
- (b) On any such holidays except Christmas Day, Anzac Day, and Union Picnic Day, employees if required shall work for not more than two hours, but on Good Friday for not more than four hours at time and a half rates. On Christmas Day, Anzac Day and Union Picnic Day employees may be required to work on essential work only. This sub-clause shall not override the provisions of any Act of Parliament or Regulation dealing with the observance of Anzac Day and in case of inconsistency between this sub-clause and such provision the latter shall prevail.
  - (c) Any employee absent without leave on the working day before or the working day after any holiday prescribed in sub-clause (a) hereof shall be liable to forfeit wages for the holiday as well as for the day of absence except where an employer is satisfied that the employee's absence was due to illness or other reasonable cause in which case wages shall not be forfeited.
- In the event of any dispute arising out of this clause the dispute shall be referred to the Wages Board.
- (d) If an employee is dismissed within fourteen days before any of the holidays above-mentioned and is re-engaged within fourteen days after any of the holidays above-mentioned he shall be deemed to have been dismissed for the purpose of evading payment for such holidays and any payment so evaded shall be due and payable to the employee.
  - (e) For any work done on holidays except as provided in the preceding sub-clause of this clause double time shall be paid.
  - (f) Time and a half and double time shall mean time and a half or double time respectively in addition to the ordinary weekly rate for the time so worked.

## ANNUAL LEAVE.

50. (1) (a) *Period of Leave.*—Except as hereinafter provided a period of fourteen consecutive days leave with payment of ordinary wages as prescribed shall be allowed annually to an employee by his employer after a period of twelve months' continuous service (less the period of annual leave) with such employer.
- (b) *Seven Day Shift Workers.*—In addition to the leave hereinbefore prescribed seven day shift workers, that is shift workers who are rostered to work regularly on Sundays and holidays shall be allowed seven consecutive days' leave including non-working days.
- Where an employee with twelve months' continuous service is engaged for part of the twelve monthly period as a seven days shift worker, he shall be entitled to have the period of fourteen consecutive days' annual leave prescribed in sub-clause (a) hereof increased by half a day for each month he is continuously engaged as aforesaid.
- (c) *Public Holidays Excluded.*—(i) Such period of annual leave shall not include any of the holidays prescribed in clause 49 (a) observed on working days, but shall include all other non-working days.
  - (ii) If any such holiday falls within an employee's period of annual leave and is observed on the day which in the case of that employee would have been an ordinary working day, there shall be added to that period one day, being an ordinary working day for each such holiday observed as aforesaid.
  - (iii) Where an employee without reasonable excuse, proof whereof shall lie upon him, is absent from his employment on the working day prior to the commencement of his annual leave or fails to resume work at his ordinary starting time on the working day immediately following the last day of the period of his annual leave the employee shall not be entitled to payment for the public holidays which fall within his period of annual leave.
  - (d) *Broken Leave.*—The annual leave shall be given and taken in a continuous period or, if the employee and the employer so agree, in two separate periods and not otherwise.
  - (e) *Notice of Leave to be Given.*—At least seven days' notice shall be given to an employee as to when he is to commence his leave and if such notice be withdrawn by an employer, the employee if he postpones his leave, shall be compensated by the employer for any reasonable out of pocket loss occasioned thereby, but in case of dispute the amount shall be settled by the Wages Board.
  - (f) *Time when Leave to be Granted.*—Any leave to which an employee may become entitled hereunder shall be granted by the employer within three calendar months of the same becoming due.
- Provided that if because of the conditions operating in any particular industry or of circumstances over which he has no control an employer considers it impossible for him to grant leave to an employee within the said period he may by agreement with the Union postpone such leave until a later date and in default of agreement he may submit the matter to the Wages Board which shall have power to postpone such leave until such later date as it sees fit.
- Provided that in very exceptional circumstances payment may be made for the whole or any part of the leave as has been prescribed provided that consent of the Local Branch of the Union has been obtained. In the event of such consent not being granted the employer may submit the matter to the Wages Board.
- Where an employee has become entitled to annual leave hereunder, but leaves or is dismissed for any cause before such leave is granted to him, he shall be paid two weeks' wages in lieu of such leave.
- (g) *Leave to be Given and Taken.*—(i) The annual leave provided for by this clause shall be allowed and shall be taken and except as provided in sub-clauses (d) and (f) hereof, payment shall not be made or accepted in lieu of annual leave. If an employer fails to grant leave within the period or any postponement thereof mentioned in sub-clause (f) hereof is convicted on that ground for a breach of this Determination and the employee is not a consenting party to such failure, the employer shall in addition to the wages payable under sub-clause (h) hereof also pay to such employee a further sum equal to the wages payable under sub-clause (h).



(h) *Payment of Wages.*—Each employee before going on leave shall be paid two weeks' wages except a shift worker or an employee taking his leave pursuant to sub-clause (d) of this clause either of whom shall be paid the amount of wage he would have received in respect of the ordinary time which he would have worked had he not been on leave during the relevant periods due to him for the period for which he is entitled to leave. For the purposes of this sub-clause and sub-clause (j) hereof the wages shall be at the amount prescribed in this Determination for the occupation at 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, but in the event of an employee being engaged during a period of four weeks prior to such commencement or termination on two or more occupations entitling him to different rates of pay, the wages to be paid to such employee hereunder shall be the amount of his average weekly wages for ordinary working time over such period of four weeks.

(i) *Leave in Advance.*—(i) An employer may grant 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 the expiration of the twelve months in respect of which annual leave has been taken before it accrued.

(ii) Where leave has been taken by an employee pursuant to sub-clause (i) (i) 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 one complete month 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-twelfth 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 in clause 49 of this Determination. Provided that in cases where such leave is granted at the request of the employee, the employer may when making payment under sub-clause (k) hereof, withhold from the employee a sum equal to one-twelfth for each complete month of the qualifying period not served by the employee at the time of going on such leave and retain such sum until the expiration of such qualifying period.

(j) *Proportionate Payment.*—Proportionate payment shall be made in respect of each completed month of continuous service in any qualifying twelve-monthly period when an employee lawfully leaves his employment or his employment is terminated by his employer through no fault of the employee.

(k) *Calculation of Continuous Service.*—(i) *Continuity of service shall be deemed to be continuous notwithstanding—*

(a) any interruption of termination of the employment by the employer if such interruption or termination has been made with the intention of avoiding obligations hereunder in respect of annual leave;

(b) any absence from work of not more than fourteen days in the twelve months on account of sickness or accident (proof whereof shall be on the employee);

(c) any absence on account of leave granted imposed or agreed to by the employer;

(d) any absence due to reasonable cause (including absences on account of sickness or accident of more than fourteen days) proof whereof shall be on the employee;

(e) any absence in respect of which an employee suffers loss of pay for any public holiday falling within the employee's period of annual leave in pursuance of the terms of sub-clause (d) hereof.

Provided that in cases of personal sickness or accident or absence with reasonable cause the employee to become entitled to the benefit of this sub-clause shall if practicable inform the employer in writing within 24 hours after the commencement of such absence of his inability to attend for duty and as far as practicable the nature of the illness injury or cause and the estimated duration of his absence.

(ii) In calculating a period of twelve months' continuous service—

(a) (1) any annual leave taken therein;

(2) any absences of the kind mentioned in (a) and (b) of paragraph (i) above; shall be counted as part of such period;

(b) in respect of absences of the kind mentioned in (c) and (d) of paragraph (i) above the employee shall serve such additional period as part of his qualifications for annual leave as will equal the period of such absences.

(c) (1) Where an employee is absent from work for any cause whatsoever the employer shall if so requested by the employee notify the employee within fourteen days of the receipt of such request whether the employer regards such absence as breaking either conditionally or unconditionally the continuity of service of such employee. If the employee does not make such request within seven days of his return to work after any such absence such absence shall be deemed to have broken such continuity. If the employer does not give such notice within the said fourteen days such absence shall not be deemed to be such a break.

The employee shall make such request in writing and shall deliver same to the employer's office at the shop or factory where he is employed or if there be no such office to the manager of such factory or shop or in his absence to the employee's foreman.

The employer shall give the notification to the employee by having same delivered to such employee personally in writing.

(2) Where an employee has been absent from his employment, and the employer has notified him that such absence is regarded as a break in the continuity of service, the employee may within fourteen days of such notification from the employer, appeal to the Wages Board against such notification of the employer.

(l) *Calculation of Month.*—For the purpose of this clause a month shall be reckoned as commencing with 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 at the end of such subsequent month.

(m) *Successor or Assignee or Transmitlee.*—Where the employer is a successor or assignee or transmitlee 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 transmitlee 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.

(n) *Annual Close Down.*—Where an employer closes down his plant, or a section or sections thereof, for the purpose of allowing annual leave to all or the bulk of the employees in the plant, or section or sections concerned, the following provisions shall apply—

(i) He may by giving to the employees concerned not less than one month's notice of his intention so to do, stand off for the duration of the close down all employees in the plant or section or sections concerned, and allow to those who are not qualified for two full weeks' leave paid leave on a proportionate basis of one-sixth of a week's leave for each completed month of continuous service.

(ii) An employee who has then qualified for two full weeks' leave and has also completed a further month or more of continuous service shall be allowed his leave, and shall also be paid one-sixth of a week's wages in respect of each completed month of continuous service performed since the close of his last twelve-monthly qualifying period.

(iii) The next twelve-monthly qualifying period for each employee affected by such close down shall commence from the day on which the plant, or section or sections concerned is re-opened for work. Provided that all time during which an employee is stood off without pay for the purposes of this sub-clause shall be deemed to be time of service in the next twelve-monthly qualifying period.

(iv) If in the first year of his service with an employer an employee is allowed proportionate annual leave under paragraph (k) hereof, and subsequently within such year lawfully leaves his employment or his employment is terminated by the employer through no fault of the employee, he shall be entitled to the benefit of sub-clause (j) of this clause, subject to adjustment for any proportionate leave which he may have been allowed as aforesaid.

(o) *Disputes.*—Any disputes as to the rights of an employee to or with respect to annual leave shall be dealt with by the Wages Board.

(p) *Operation.*—This clause shall come into operation on 1st January 1946. Service before 1st January, 1946, shall be taken into consideration for the purpose of calculating annual leave but an employee shall not be entitled to leave or 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 clause hereby revoked.

**SUNDAY WORK.**

51. All work performed on Sundays except attention to horses or other live stock shall be paid for at double rates with a minimum payment as for three hours. For attention to horses or other live stock on Sundays ordinary rates shall be paid.

**PAYMENT OF WAGES.**

- 52. (a) Wages due under this Determination to a weekly employee shall be paid in cash on Thursday in each week.
- (b) Employers may, if they so desire, keep two days' pay in hand.
- (c) Where the services of an employee are dispensed with all wages owing to him shall be paid to him on the day of dismissal.
- (d) Wages due under this Determination to a casual employee shall be paid immediately on the termination of work on each day on which he is engaged.

**TIME BOOKS.**

53. (a) Each employer at each place at which he carries on business under this Determination shall provide a time book or time sheet in which each day's starting and finishing times, and the times allowed for meals, and each day's hours of work of each employee shall be entered (including overtime, if any), and the wages received each week; such entries shall, at least once a week, be vouched for by the signature of the employer or his representative or manager.

(b) The time book or time sheet shall conform to the following specimen.

**ATTENDANCE, TIME AND WAGES BOOK.**

Date.	Employee's Name.	Starting Time.	Finishing Time.	Time allowed for Meals.	Ordinary Hours Worked.	Overtime Hours Worked.	Time Worked during Meal Hours.	Payment		Ten Money, etc.	Payments.
								Ordinary Time.	Overtime.		
								R. ....	R. ....		£ s. d.
Weekly Totals				..	..	..	..	..	..		

I, the above named employee, a \* member of the Australasian Meat Industry Employees' Union, employed as a \_\_\_\_\_ hereby certify that this is a true record of the time worked and the amounts paid to me for week ending \_\_\_\_\_ 19\_\_\_\_.

\*The employee must strike out the words not required and initial same.

Less Wages Tax (if any) .. ..

(Employee's Signature)

Total payment .. .. £

Tax Stamps, &c.

Vouched for as correct by the employer,  
(Signature)

(c) The time book or time sheet shall, on demand, be produced by the employer for inspection at the place where it is kept at any time between 10 a.m. and 4 p.m. Monday to Thursday inclusive and between 10 a.m. and 1 p.m. on Friday to an official of the Australasian Meat Industry Employees' Union who has been authorized, in writing, to inspect the same by the General Secretary or the Secretary of a State Branch of the said Union; or to an official of the Master Butchers' Meat and Allied Trades' Federation of Australia who has been authorized, in writing, to inspect the same by the General Secretary of a State Branch of the said Federation.

(d) An inspection shall not be demanded unless the Secretary of the Union or Federation or the District Secretary or Organizer of any division of the Union or Federation suspects that a breach of this Determination is being or has been committed.

(e) Only one demand for such inspection shall be made in any one fortnight at the same establishment and no inspection shall be demanded on a Saturday.

" Provided that one further demand may be made within a fortnight of a previous demand if the secretary, district secretary or organizer certifies in writing that the reason for such further demand is that he suspects that a breach of this Determination is being or has been committed and that such certificate is produced to and a copy thereof handed to the employer or his responsible officer at the time of demanding said further inspection. Provided that in places where the half holiday is observed on a day other than Saturday inspection may be demanded on a Saturday."

(f) The official making an inspection shall be entitled to take a copy of entries in the time book or time sheet relating to the suspected breach of this Determination.

**RIGHT OF ENTRY.**

54. A duly accredited representative of the Australasian Meat Industry Employees' Union shall have the right to enter employers' premises during the meal hour for the purpose of interviewing employees on legitimate Union business on the following conditions:—

- (a) That he produces his authority to the manager or such other person as may be appointed by the employer;
- (b) That he interviews employees only at the place where they are taking their meal;
- (c) That not more than one representative visit the premises at any one time;
- (d) That not more than one representative visits the same premises more than once in a week; and
- (e) That if any employer alleges that a representative is unduly interfering with his business or is creating dis-affection 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 to the Wages Board.

**ENGAGEMENT.**

55. (a) Except in casual employment, all employment shall be by the week. An employee, to become entitled to payment on a weekly basis, shall perform such work as the employer shall from time to time require on the days and during the hours usually worked by the class of employee affected.

(b) Employment other than casual shall be terminated only by a week's notice on either side, and such notice may be given at any time during the week. In lieu of such 44 working hours' notice the employer may pay 44 hours' wages and vice versa the employee leaving his or her employment without notice shall forfeit 44 hours' wages which may be deducted from any wages (other than wages for pro rata annual leave or annual leave accrued due but not taken) due. This shall not affect the right of an employer to dismiss an employee without notice for malingering, inefficiency, neglect of duty or misconduct, in which case wages shall be paid up to the time of dismissal only, or to deduct payment for any day on which an employee cannot be usefully employed because of any strike or through any breakdown of 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 lose his pay for the actual time of such non-attendance unless he produces or forwards to his employer, within twenty-four hours of the commencement of such absence, evidence satisfactory to the employer that his non-attendance is due to personal accident arising out of and in the course of his employment or to personal ill-health necessitating such absence.

Provided that an employee shall not be entitled to payment for non-attendance on the ground of personal accident or personal ill-health, or both, for more than six days in each year. An employer may by agreement with any employee grant such employee a clear week's holiday on full pay in lieu of payment for absences through sickness.

For the purposes of this clause the period between the coming into operation of this clause and the first day of July, 1940 shall constitute a year and thereafter each year shall commence on the first day of July.

#### SICK LEAVE.

56. (a) An employee other than a casual employee 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 limitations:—

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

(ia) 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.

(ii) He shall prove to the satisfaction of his employer (or in the event of dispute, the Wages Board) 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.

(iii) He shall not be entitled in any one 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 (iii) of this sub-clause an employer may within one month of this Determination coming into operation or within two weeks of the employee entering his employment require an 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.

An employer may by agreement with any employee grant such employee a clear week's holiday on full pay in lieu of payment for absence through sickness.

For the purpose of this clause year shall commence on the 1st day of July.

#### MIXED FUNCTIONS.

57. Where an employee performs on any day functions of a mixed character he shall be paid for that day the wage rate applicable to the function for which the highest rate is payable.

#### LEAVE TO ATTEND UNION BUSINESS.

58. Leave of absence from work to attend any Union business shall be allowed by the employer to any employee member of the claimant Union named by such Union, provided fair and reasonable notice is given to the employer. Provided also that such leave shall be restricted to one employee at a time in the employment of any one employer and such employee shall not be entitled to payment for the time he is so absent from his employment.

#### MISCELLANEOUS PROVISIONS.

59. (a) The employer shall provide boiling water for the use of employees at meal times.

(b) First aid appliances and requisites shall be provided free of cost by employers for the use of employees meeting with injuries while on duty.

(c) The employer shall provide for his employees reasonable facilities for the taking of meals and changing clothes.

(d) Any dispute arising under this clause shall be determined finally by the Wages Board.

#### POSTING DETERMINATION.

60. A copy of this Determination shall be posted up by the employer in a conspicuous place accessible to all employees.

#### DELIVERY OF MEAT.

61. (a) Notwithstanding anything contained in this Determination a junior shall not be employed on the delivery of meat to householders until he has had three years' experience in the trade.

(b) Deliveries of meat to places other than hotels, cafes, hospitals, restaurants, cream or milk wagons, boats and trains shall not be made before the time prescribed as the opening hours for retail shops.

#### PERIODICAL ADJUSTMENT OF WAGES.

62. The wages rates set out in clause 2 (b) are based on 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 and improvers in clause 2 (a) above 21s. (other than apprentices and improvers not elsewhere included) shall be adjusted proportionately to adjustments of the basic wage, such adjustments to be to the nearest 6d., half or less than half of 6d. to be disregarded.

The basic wage shown hereunder shall be adjusted as prescribed in clause 63.

#### Basic Wage.

Place.	Needs Basic Wage. (Adjustable).	Additional Constant Loading.	Total Basic Wage.	Index Number Set Assigned.
	£ s. d.	s. d.	£ s. d.	
Within 20 miles of G.P.O., Melbourne	4 13 0	6 0	4 19 0	Melbourne
Within 10 miles G.P.O., Geelong, or at Warrnambool; and the Mildura and Gippsland Districts—same as contemporaneous basic wage for Melbourne.				
Yallourn—The same amount in excess of Melbourne as at present, viz., 6s 6d. per week.				
Elsewhere—3s. less than the contemporaneous basic wage for Melbourne.				

#### ADJUSTMENT OF BASIC WAGE.

63. (a) For work done before the beginning of the first pay period to commence in November, 1946, the amount of the basic wage shall be as prescribed in clause 62.

(b) For work done during each future successive period of or near a quarter 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 methods 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 to a place 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 plus the additional constant loading as prescribed in clause 62.

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.

MARGINS.

64. In addition to the basic wage prescribed in clause 62 the following marginal rates and special loadings shall be paid to adult male employees under divisions B., C., and E., of this Determination:—

	Margin Per Week.	Special Loading Per Week.
	£ s. d.	s. d.
<b>DIVISION B.—RETAIL SHOPS.</b>		
Employees in country butchers' shops required to do any slaughtering as herein defined in the slaughter-house associated with such shop for more than 24 hours per week	1 11 6	6 0
Employees who do slaughtering for 24 hours or less in a slaughter-house associated with a butcher's shop— Whilst employed on such work	1 11 6	6 0
Whilst employed on other work the margin prescribed for such work.		
Slaughtermen employed in abattoirs outside the metropolitan area of Melbourne	1 16 0	6 0
<i>Definition:—</i> "Slaughtering" means and includes taking charge of slaughter yard, penning up, knocking down, pithing, sticking, bleeding, dressing, skinning, necking off, cutting down, hanging back, and washing		
General butcher in charge of branch shop is one whose duties consist of responsibilities with respect to the management or carrying on of the business of such branch shop over and above the duties of a general butcher	1 10 0	6 0
General butchers who in the course of their duties act as shopmen or who are engaged principally cutting for window displays	1 4 0	6 0
Other general butchers not called on to serve in shops and including men who cut and deliver meat to customers outside the shop	1 1 0	6 0
Small goods makers in butchers' shops, boners, salters, scalders, and cookers	1 3 6	4 0
Ordermen who deliver but do not cut meat and who are not carters and drivers	0 8 0	3 0
All others	0 6 0	3 0
<b>DIVISION C.—SMALL GOODS SECTION.</b>		
Employees in the country required to do any slaughtering as defined in Division B in the slaughter-house associated with a butchers' shop or small goods factory for more than 24 hours per week	1 11 6	4 0
Employees who do slaughtering for 24 hours or less per week in a slaughter-house associated with a butchers' shop or small goods factory— Whilst employed on such work	1 11 6	4 0
Whilst employed on other work—The margin prescribed for such work.		
Men employed principally on mixing machines and/or responsible for making of small goods	1 9 0	4 0
Fillermen	0 19 6	3 0
Small goods makers, butchers, small goods sellers from cart who collect cash, boners, salters, scalders, and cookers	1 3 6	4 0
Packing-room hands	0 13 6	3 0
Linkers and table hands	0 12 6	3 0
All others	0 6 0	3 0
<b>DIVISION E.—CARTERS AND DRIVERS (NOT ELSEWHERE INCLUDED).</b>		
<b>Drivers of Motor Vehicles—</b>		
(i) Not exceeding 25 cwt. capacity	0 11 0	3 0
(ii) Exceeding 25 cwt. capacity, but not exceeding 3 tons capacity	0 15 0	3 0
(iii) Exceeding 3 tons capacity, but under 6 tons capacity	0 18 0	3 0
(iv) For each complete ton over 5 tons an extra 1s. per week		
(v) Motor (not being a tractor) drawing trailer 1s. per day extra for each trailer.		
<b>Horse Drivers—</b>		
(i) One horse	0 6 0	3 0
(ii) Two horses	0 11 0	3 0
(iii) Three horses	0 14 0	3 0
(iv) Four horses	0 16 0	3 0

P. A. RANGLES, J.P., Chairman.

J. R. MACPHERSON, Acting Secretary.

Melbourne, 15th August, 1946.