



VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

[Registered at the General Post Office, Melbourne, for transmission by post as a newspaper.]

No. 174]

THURSDAY, MARCH 6.

[1947

Factories and Shops Acts.

DETERMINATION OF THE GENERAL BOARD.

(INDUSTRIAL GASES SECTION.)

NOTES.—(a) This Determination applies to the whole of the State of Victoria.

(b) On 18th July, 1938, 11th November, 1940, and 30th September, 1941, respectively, by Orders in Council, the following additional trades and branches of trades were specified to be trades, or branches of trades, for the purposes of section (6) of the *Factories and Shops Act 1936*, that is to say:—

- Gold beating.
- Ornamenting cakes, where such work is not subject to the Determination of the Pastrycooks Board.
- Manufacturing or preparing—
 - Designs for paper patterns or for other paper articles whatsoever.
 - Paper crackers or bou-bons.
 - Lamp-shades of all types other than those made of silk, parchment, glass, metal, porcelain, earthenware, synthetic resin, casein, or other substance of a nature similar to synthetic resin or casein.
 - Abrasive articles (other than abrasive paper or cloth), including carbonadum wheels, emery wheels, and sharpening stones.
 - Articles made of feathers, including dress ornaments and boas.
 - Vinegar and yeast.
 - Carbon dioxide or other industrial gases for trade or sale in gas, liquid, or solid form.

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 following trades and branches of trades, that is to say:—

- | | |
|--|---|
| Renovating carpets; | Cinematograph film; |
| Preparing feathers; | Composition flooring; |
| Treating flax; | Cutlery; |
| Treating pyrites and other metalliferous ores; | Artificial flowers and bouquets; |
| Mixing seed and making poultry foods; | Paper articles not subject to any Board heretofore appointed; |
| Glass badging; | Honey; |
| Gold stamping; | Ink or adhesives; |
| Ivory working; | Silk or parchment lamp shades; |
| Show-card and ticket-writing; | Fishing and other nets; |
| Manufacturing or preparing— | Ornaments for cakes; |
| Abrasive paper or cloth; | Plaster models; |
| Asbestos articles; | Sporting goods not provided for under any Board heretofore appointed; |
| Blue prints; | Surgical instruments; |
| Buttons and buckles other than those subject to the Determination of the Plastic Moulding Board; | Toys; |
| Button badges; | Watch cases " |
| Carbon articles; | |
| Chalk, crayons, or other articles from mineral earth; | |

has made, in respect of the manufacturing or preparing of carbon dioxide or other industrial gases for trade or sale in gas, liquid or solid form, the following Determination, namely:—

1. That as from the beginning of the first pay period to commence on or after the 1st December, 1946, the last previous Determination for this Section shall be revoked and replaced by this Determination.

2.

WAGES PER WEEK

(a) Juniors.				(b) Other employees.			
			s. d.				s. d.
Under 16 years of age 17 0	Operators of dry-ice machines	*117 0
16 years of age to 17 years of age 35 0	Cylinder testers	*117 0
17	"	18	"	*117 0
18	"	19	"	*117 0
19	"	21	"	*117 0
			.. 94 0	Valve hands	*111 0
				Persons dealing with carbide refuse	*109 0
				All others	*109 0

* Including 3s. war loading.

HOURS OF EMPLOYMENT.

3. With the exceptions herein set out the ordinary hours of employment shall be 44 per week, to be worked in five days of 8 hours and one day (Saturday) of 4 hours, or five days of 8 hours 48 minutes each, continuously except for meal hour breaks at the discretion of the employer between 7 a.m. and 5.30 p.m. on Monday to Friday inclusive, and 7 a.m. to noon on Saturday; Provided that the spread of hours herein prescribed may be altered by mutual agreement between an employer and his employees.

By agreement between any employer and his employees ordinary hours may be worked on the basis of 88 per fortnight with one week of 40 and one of 48 hours.

Provided further that the working hours may be arranged as under:—

- (a) for a period of 26 weeks commencing with the first Sunday in April annually 40 hours per week
 (b) otherwise than during the period mentioned in (a) above 48 hours per week.

SHIFT WORK.

Continuous Work Shifts.

4. (a) For the purposes of this clause, the expression "Continuous Work" means work carried on with consecutive shifts of men throughout the twenty-four hours of each of at least six consecutive days without interruption except during breakdowns or meal breaks (if any).

(b) Employees working on continuous work shifts shall work thereon such number of shifts up to six per week as may be required; no such shift to exceed 8 hours inclusive of meal breaks (if any) nor to be discontinuous except for meal breaks (if any).

(c) The ordinary hours of actual work or duty exclusive of meal breaks off duty (if any) of employees working on continuous work shifts shall not exceed—

- (i) 8 in any one day; nor
 (ii) 48 in any one week; nor
 (iii) an average of 44 per week during the period of employment upon such shifts; nor
 (iv) such average reduced to 43 hours 5 minutes if such shifts include Sunday shifts; nor
 (v) a total of 176 hours during any four weeks of the period of employment upon such shifts; nor
 (vi) such total reduced to 172 hours 20 minutes during any such four weeks if such shifts include Sunday shifts.

Provided that such average and total shall not be so reduced to 43 hours 5 minutes and 172 hours 20 minutes if the employees on such shifts are for each ordinary hour worked thereon by them paid in the case of weekly employees at the rate of one forty-third (1/43) of the prescribed weekly wage, and in the case of hourly employees, at the rate of forty-four forty-thirds (44/43) of the prescribed rate for such employees which payments the employer shall have the option of making; nor shall they be so reduced if, in addition to other holidays (if any) to be given under this Determination to such employees, such employees are given in each year, one week's holiday on full pay, which week's holiday the employer shall have the option of giving.

(d) For all time of duty outside the limits of the ordinary hours prescribed in sub-clause (c) hereof, an employee on continuous work shift shall be paid at double rates. But this shall not apply to arrangements between employees themselves or in cases due to rotation of shift, or when the relief does not come on duty at the proper time: Provided that where not less than eight hours' notice has been given to the employer by the employee that he will be absent from work, and the employee whom he should relieve is not relieved such unrelieved employee shall be paid time and a half for all time of duty after he has finished his ordinary shift.

(e) Employees on continuous work shifts, working afternoon and night shifts, shall be paid 5 per cent. more than ordinary rates for such shifts.

(f) Employees on continuous work shifts, working any Sunday or holiday shift, shall be paid at the rate of time and a half for such shift.

SHIFT WORK IN OTHER THAN CONTINUOUS WORK.

5. (a) In shift work, not upon continuous work as herein defined, any afternoon or night shift which does not continue for five successive working nights or more in a five-day workshop, or six successive working nights or more in a six-day workshop, shall be paid for at the rate of time and a half.

(b) Except as hereinafter provided for any afternoon or night shift which has been in operation for five nights or more and less than one month 10 per cent. more than ordinary rates shall be paid and after such shifts have continued for more than one month 7½ per cent. more than ordinary rates shall be paid.

(c) Shift workers shall be paid overtime at the rate of time and a half for the first 4 hours and double time thereafter for all time worked in excess of shift hours.

(d) (i) Employees who, during a period of engagement, work only on night shifts shall be paid at the rate of time and a quarter.

(ii) When employees are called on to work afternoon and night shifts only they shall change over week and week about, and shall be paid 10 per cent. above ordinary rates for both shifts.

Where men work day and afternoon shifts only they shall change over week and week about, and shall be paid 10 per cent. extra for afternoon shifts.

MIXED FUNCTIONS.

6. An employee engaged for more than half of one day or shift on duties carrying a higher rate than his ordinary classification shall be paid the higher rate for such day or shift. If for less than half of one day or shift he shall be paid the higher rate for the time so worked.

OVERTIME.

7. (a) For all work done outside ordinary hours the rates of wage shall be time and a half for the first 4 hours and double time thereafter, such double time to continue to be paid until an employee has been relieved from work for at least 8 hours. Provided that an employee shall not be entitled to payment for such rest period.

(b) Except as provided above in computing overtime each day's work shall stand alone.

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

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

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

(f) As far as practicable employees shall not work overtime while competent labour is available.

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

(h) An employee working overtime shall be allowed a crib time of twenty minutes without deduction of pay after each 4 hours' of work, but this provision shall not prevent any arrangement being made for the taking of a longer meal period without pay.

(i) Before starting overtime after working ordinary hours a meal break of at least 45 minutes shall be allowed, unless the period of overtime is less than one and a half hours.

An employer and his employee may mutually agree to any variation of this sub-clause to meet the circumstances of the work in hand.

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

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

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

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

HOLIDAYS AND SUNDAY WORK.

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

Exceptions.

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

(b) Employees not engaged in continuous work shall be paid at the rate of double ordinary time for work done on Sundays and public holidays, such double time to continue until the employee has been relieved from duty for at least 8 hours. Provided that the employee shall not be paid for the time he is resting.

PIECEWORK PRICES.

9. Subject to the minimum wages herein prescribed an employer may remunerate any of his employees under any system of payment by results.

EXTRA RATES NOT CUMULATIVE.

10. Extra rates in this Determination, including rates prescribed in clause 14, are not cumulative so as to exceed the maximum of double the ordinary rates.

PAYMENT OF WAGES.

11. (a) Wages shall be paid weekly or fortnightly. Where the services of an employee are dispensed with, wages shall be paid to him on the day of dismissal or forwarded to him by post on the day following.

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

CONTRACT OF EMPLOYMENT.

12. (a) With the exceptions hereinafter stated, employment may be by the week or by the hour. If by the week it shall be terminable on either side by one week's notice given on any day or (if the employer terminate it without such notice), by payment of one week's wages.

A contract for weekly employment may be terminated by any employer, without liability to pay for more than time actually worked, for misconduct or for absence from work without reasonable excuse.

If an employee engaged by the week absents himself from duty, except on public holidays or for days for which he produces a certificate from a medical practitioner or other proof satisfactory to his employer of sickness (aggregating 4 days' sickness in each year), a sum proportionate to his time of absence may be deducted from his pay, i.e., one-sixth of the weekly wage for each day of absence, including Saturday in shops working six days and one-fifth in shops working five days per week: Provided that only time actually lost shall be deducted when an employee is absent with leave on a Saturday.

(b) If the contract of employment is for hourly hiring, the total amount of the rates prescribed in clause 2 (b) hereof shall be increased by 5s. per week (with a proportionate amount added to the wages of juniors), but such amount shall not be taken into account in computing overtime, Sunday, and holiday rates.

(c) Casual employees, i.e., employees for whom a full week's work is not provided shall for any such work be paid 10 per cent. in addition to the total wage prescribed for their occupations.

TIME AND WAGES BOOK.

13. Each employer shall keep a time and wages book showing the name of each employee and his occupation, the hours worked each day, and the wages and allowances paid each week.

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

SPECIAL RATES.

14. In addition to the wages prescribed in clause 2 hereof the following special rates and allowances shall be paid:—

- (a) Leading hands in charge of not fewer than 3 and not more than 10 employees, including juniors, 6s. per week extra, more than 10 and not more than 20, including juniors, 12s. per week extra, more than 20, including juniors, 18s. per week extra.
- (b) Dirty work, i.e., work which a foreman and workman shall agree is of an unusually dirty or offensive nature, 1½d. per hour extra.
- (c) Compensation to the extent of damage sustained shall be made for work in which clothing or tools are damaged or destroyed by the use of acids.

ANNUAL HOLIDAY.

15. The annual holiday shall be as prescribed by the provisions of the *Factories and Shops (Annual Holidays) Act 1946*, and any amendments which may be made thereto from time to time.

DEFINITIONS.

- 16. "Year" means each period of 365 consecutive days, starting from the 15th day of May, 1941.
- "Shift Work"—Afternoon shift means any shift finishing after 6 p.m. and at or before midnight. Night shift means any shift finishing subsequent to midnight and at or before 8 a.m.
- "Sunday" means all time between midnight Saturday and midnight Sunday.

PERIODICAL ADJUSTMENT OF WAGES.

17. The wages rates set out in clause (2) (b) are based upon the following basic wage rates, and pursuant to the provisions of section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically adjusted as prescribed by clause (18). The wages of juniors in receipt of 20s. per week or more 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, and to be made upon the rates prescribed by the Determination for this Section which came into force as from the beginning of the first pay period to commence on or after the 1st December, 1946.

Basic Wage.

Place.	Needs Basic Wage (Adjustable).	Loading (Constant).	Total Basic Wage.	Index Number Set Assigned.
	£ s. d.	s. d.	£ s. d.	
Throughout the State	5 0 0	6 0	5 6 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

(18) (a) For the purposes of this Determination, the expression "Commonwealth Statistician's 'all items' 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.

(b) Until the beginning of the first pay period to commence in February, 1947, the amounts of the basic wage shall be as prescribed in clause (17).

(c) During each future successive period beginning with the first pay period to commence in a February, a May, an August, or a November, the amount of the basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's "all items" retail price index number by the factor $\cdot 087$ taken to one place of decimals, the resultant whole number being the amount of the basic wage expressed in shillings, but should the decimal number reach $\cdot 5$ or more the basic wage shall be taken to the next higher shilling.

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

J. V. WILLOX, Secretary.

Melbourne, 14th January, 1947



VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

[Registered at the General Post Office, Melbourne, for transmission by post as a newspaper.]

No. 175]

THURSDAY, MARCH 6.

[1947

Factories and Shops Acts.

DETERMINATION OF THE AERATED WATER TRADE 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 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 an aerated water or cordial or non-intoxicating beer manufacturer," has made the following Determination, viz. :—

1. That as from the beginning of the first pay period to commence on or after the 1st December, 1946, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

JUNIORS.

	Wages per Week of 44 Hours.	
	Within 20 Miles of G.P.O., Melbourne; Within 10 Miles of G.P.O., Geelong; in Warrnambool; and in Mildura and Gippsland Districts.	Elsewhere in Victoria.
Males—	£ s. d.	£ s. d.
Under 17 years of age	1 17 6	1 16 6
17 and under 18 years of age	2 7 6	2 6 0
18 " " 19 " "	2 14 6	2 13 0
19 " " 20 " "	3 7 0	3 5 0
20 " " 21 " "	3 19 0	3 17 0
Females—		
Under 18 years of age	1 13 6	1 12 6
18 and under 19 years of age	2 1 6	2 0 6
19 " " 20 " "	2 4 0	2 3 0
20 " " 21 " "	2 13 6	2 12 0
Proportion (within any factory or place)—		
The proportion of male juniors to adults employed shall not exceed one juvenile to two or fraction of two adults employed by the employer in the industry.		

OTHER EMPLOYEES.

	Wages per Week of 44 Hours.	
	Within 20 Miles of G.P.O., Melbourne; Within 10 Miles of G.P.O., Geelong; in Warrnambool; and in Mildura and Gippsland Districts.	Elsewhere in Victoria.
Adult Males—	£ s. d.	£ s. d.
Cordial Maker, i.e., one who makes up either from his own or his employer's recipe	6 10 0	6 7 0
Employee who, under the direction of employer or foreman, is in charge of the running, adjustment, and maintenance of machinery, gas generators, or aerated water plant	6 0 0	5 17 0
Employee on automatic combined bottle-washing, syrrupping, bottling, sealing (or crowning), and labelling machine	5 15 0	5 12 0
Employee bottling aerated or carbonated waters	5 12 6	5 9 6
Employee engaged in handling Glauber Salts	5 12 6	5 9 6
Box repairer and wood worker	5 16 0	5 13 0
All others	5 10 0	5 7 0
Leading hand 1s. per day in addition to the above rates.		
Adult Females—		
Employees engaged syrrupping, stoppering, filling essences, capsuling, sighting, cleaning, marking cases, foiling, labelling, wiping, wrapping, and peeling or cutting up fruit or vegetables	3 0 0	2 18 6

WORK OF MALE JUVENILES.

3. The following work may be performed by male juveniles of any age :—Syrup room, syphoning, stoppering, capsuling, labelling, wrapping, wiping, cleaning up, marking cases, sighting, wiring, tying, stacking cases at a height of not more than five feet, and any other work of a light nature.

Provided that :—Juveniles under the age of 19 years shall not be called upon to work on machine labelling unless they are paid the rates prescribed for a male juvenile of 19 years.

TERMS OF EMPLOYMENT.

4. (a) All employees, other than casual employees, shall be engaged by the week and shall be paid weekly.
- (b) Except as to casual employees a week's notice at least shall be given by the employer or the employee to terminate employment, or in lieu of such notice a week's wages shall be paid. Such notice shall be given to expire at the end of the regular working week. If the employment is terminated all money due to the employee shall be paid on the day of termination.
- (c) Sub-clause (b) hereof shall not apply if and when an epidemic, fire, strike or breakdown of machinery occurs, causing a stoppage of labour beyond the control of the employer.
- (d) The week's work shall terminate at finishing time on the last day of the regular working week which shall not be later than Thursday or Friday in the week, and the pay day shall be not later than the day next succeeding such last day.
- (e) If an employee absents himself or herself from duty, the employer may make a deduction from the employee's wage proportionate to the length of the absence, provided that this sub-clause shall not apply to absence on holidays in accordance with clause 9 of this Determination and as to cases of illness is subject to sub-clause (f) hereof.
- (f) If the absence from duty of an employee engaged by the week be reasonable because of his or her illness and he or she produces to the employer satisfactory evidence by medical certificate or otherwise, no deduction shall be made in respect of such absence, except so far as it exceeds in the aggregate 44 working hours during any one year of the employment or a proportionately less time during any shorter period of employment: Provided that this sub-clause shall not apply to any employee who has not been in the employment for three months: Provided further that any payment due under this sub-clause shall not be connected in any way with any payment which may be due, because of accident, under workers' compensation.

HOURS.

5. (a) Each employee shall have a fixed starting and finishing time alterable at seven days notice.
- (b) The ordinary hours of labour of all employees shall be 44 per week; Monday to Friday inclusive, 8 hours and 48 minutes each day exclusive of meal intervals. The said hours shall be worked within the range of hours from 6 a.m. to 6 p.m.
- (c) Meal intervals shall not be less than 40 nor more than 60 minutes in duration.
- (d) Any employee having worked five hours continuously shall thereupon be allowed time off duty without pay for at least 40 minutes.

OVERTIME.

6. All duty performed in excess of 8 hours and 48 minutes on Monday to Friday inclusive, or outside the limits of the prescribed range of hours or continuous period of work and all duty performed on Saturday, shall be overtime and shall be paid for at the rate of time and a half for the first four hours on any one day and double time thereafter.

CASUAL EMPLOYEES.

7. A casual employee shall mean and be deemed to be any employee engaged for a less period than one full working week. He or she shall be paid per hour at a rate not less than one forty-fourth of the rate prescribed for an employee engaged by the week for similar work with an addition of one-fifth. Payment of his or her wages shall not be delayed beyond the termination of his or her employment.

TEA MONEY.

8. An employee required to work overtime in excess of one hour and a half after the usual finishing time without having been notified on the previous day that he or she would be so required shall either be supplied with a meal or be paid 2s. by the employer.

HOLIDAYS AND SUNDAYS.

9. (a) For the purposes of this Determination the days generally observed as the following shall be holidays :—New Year's Day, Australia Day, Good Friday, Easter Monday, Anzac Day, Labour Day, Union Picnic Day, King's Birthday, Christmas Day, Boxing Day.
- (b) If any of the said named days falls on a Sunday and no week day is generally observed as such a day, a week day in lieu thereof shall be allowed to each employee and shall in respect of such employee be treated as if it were such named day.
- (c) No deduction shall be made from the wage of any employee engaged by the week because of absence from work on a holiday unless without permission or reasonable excuse he or she stays away on the day next preceding or next succeeding the holiday.
- (d) No deliveries whatever shall be made on Sunday or on any holiday except New Year's Day, Easter Monday, or Boxing Day.
- (e) All work performed on Sundays or holidays shall be paid for at the rate of double time with a minimum payment as for four hours.
- (f) If an employee is required to work on a holiday he or she shall be paid treble instead of double time if the Secretary for Labour is satisfied that it was reasonably practicable by working overtime or otherwise to avoid requiring the employee to work on such holiday.
- (g) If an employee is required to work on a holiday he or she shall be notified thereof at least 24 hours before such holiday, and if he or she is not so notified, shall be paid at the rate of treble instead of double time, unless it can be proved that it was not reasonably practicable to notify him or her.

ANNUAL LEAVE.

10. (a) Except as hereinafter provided annual leave shall be granted for continuous service pro rata to one week for twelve months' continuous service before 1st January, 1946, and pro rata to two weeks for twelve months' continuous service from 1st January, 1946. Such leave shall be granted within six months of becoming due and the employee shall receive at least two weeks' notice of the date of commencement of such leave.
- (b) For each Determination holiday falling during the period of annual leave another day shall be added to the period of annual leave.
- (c) Each employee before going on annual leave shall be paid in respect of continuous service before 1st January, 1946, pro rata to one week's wages for twelve months' continuous service and in respect of continuous service from 1st January, 1946, pro rata to two weeks' wages for twelve months' continuous service.
- (d) Subject to the provisions of (a) hereof payment pro rata to length of continuous service shall be granted to all employees who upon termination of service have worked at least one month.

MIXED FUNCTIONS.

11. Where an employee is called upon to perform two or more classes of work on any one day he or she shall, for the purpose of assessing the wages to be paid, be deemed to have worked a day at the class for which the highest rate of wages is prescribed.

WATERPROOF CLOTHING AND BOOTS.

12. Where it is necessary for an employee to wear waterproof clothing or boots or clogs, the same shall be provided by the employer. The question as to whether waterproof clothing or boots or clogs are necessary for any employee shall be settled by agreement between the employer and the employee and in default of such agreement by the Secretary for Labour.

GLOVES.

13. All employees working on bottling machines or required to bring their hands in contact with broken glass shall be supplied with suitable protective gloves by the employer.

FIRST AID KIT.

14. First aid kit as now required under the Factories and Shops Acts shall be provided by the employer in each factory, and in the event of an accident occurring, the first aid attendant shall be allowed reasonable time to attend to employees concerned in such accident.

TIME AND WAGES SHEETS.

15. (a) All employers shall keep a time sheet and a wages sheet which may be either combined or separate, and which shall be entered in ink, showing the hours worked each day and the wages paid to each employee.

(b) The time sheet and the wages sheet shall, as to entries therein in respect of employees covered by this Determination, be open for inspection to a duly accredited official of the Federated Liquor and Allied Trades Employees' Union of Australasia during the usual office hours at the employer's office or other convenient place. Provided that no inspection shall be demanded unless the secretary or district secretary or organizer of such union suspects that a breach of this Determination has been committed: Provided also that only one demand for such inspection shall be made in any one fortnight at the same establishment.

RIGHT OF ENTRY OF UNION OFFICIALS.

16. The secretary or organizer of the Federated Liquor and Allied Trades Employees' Union of Australasia may enter the employer's premises to interview members of the union during non-working hours subject to the approval of the employer, which approval shall be withheld except for a reasonable cause.

DEFINITIONS.

17. In this Determination unless a contrary intention appears—

“Foreman” shall mean and be deemed to be a person who is responsible for other employees' work, and has the power to engage or dismiss any person subject to the approval of the employer.

“Leading hand” is an employee who is authorized to exercise and does exercise supervision over the work of at least three other employees.

PERIODICAL ADJUSTMENT OF WAGES.

18. The adult wages rates set out in clause 2 are based upon the following basic wage rates and, pursuant to the provisions of section 21 of the *Factories and Shops Act 1934*, shall be automatically adjusted as prescribed by clause 19.

Provided that the wages of adult females and juniors shall be adjusted proportionately to adjustments of the basic wage, such adjustments to be to the nearest 6d., any broken part of 6d. in the result not exceeding 3d. to be disregarded.

Basic Wage.

Place.	Needs Basic Wage. (Adjustable).	Constant Loading.	Total Basic Wage.	Index Number Set Assigned.
	£ s. d.	s. d.	£ s. d.	
Within 20 miles of G.P.O., Melbourne	} 5 0 0	6 0	5 6 0	Melbourne
Within 10 miles of G.P.O., Geelong, at Warrnambool, and in Mildura and Gippsland Districts				
Elsewhere in Victoria—3s. less than the contemporaneous basic wage for Melbourne				

ADJUSTMENT OF BASIC WAGE.

19. (a) For the purposes of this Determination, the expression “Commonwealth Statistician's ‘all items’ 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.

(b) Until the beginning of the first pay period to commence in February, 1947, the amounts of the basic wage shall be as proscribed in clause 18.

(c) During each future successive period beginning with the first pay period to commence in a February, a May, an August, or a November, the amount of the needs basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's “all items” retail price index number by the factor .087 taken to one place of decimals, the resultant whole number being the amount of the basic wage expressed in shilling, but should the decimal number reach .5 or more the basic wage shall be taken to the next higher shilling.

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

J. V. WILLOX, Secretary.

Melbourne, 9th January, 1947.



VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

[Registered at the General Post Office, Melbourne, for transmission by post as a newspaper.]

No. 176]

THURSDAY, MARCH 6.

[1947

Factories and Shops Acts.

DETERMINATION OF THE SHOPS BOARD No. 13 (FUEL AND FODDER—COUNTRY).

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 Acts and the Order in Council thereunder; such portions of the City of Sandringham as are not included within the said Metropolitan District; the cities of Ballarat, Bendigo, Geelong, Geelong West, and Warrnambool; the town of Newtown and Chilwell; and the boroughs of Eaglehawk and Sebastopol.

IN accordance with the provisions of the Factories and Shops Acts the Wages Board which since 24th December, 1940, 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 business of a hay, corn, or chaff dealer;

(b) employed carting, cutting, or otherwise preparing firewood for sale or for use in some process, trade, business, or occupation;

(c) employed in connexion with the sale or distribution of wood, coal, or coke;

(d) employed in the process, trade, business or occupation of burning, grinding, grading, or distributing charcoal"—

has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence on or after the 1st December, 1946, the last previous Determination of this Board shall be revoked and replaced by this Determination.

Part 1.—Persons **OTHER THAN** those employed in the process, trade, business or occupation of burning, grinding, grading, or distributing charcoal.

2.

(a) IMPROVERS.	(b) OTHER EMPLOYEES.																																																																																																						
Wages per Week of 44 Hours.	Wages per Week of 44 Hours.																																																																																																						
<p>(i) Until the beginning of the first pay period to commence in February, 1947.</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="width: 10%; text-align: center;">s.</th> <th style="width: 10%; text-align: center;">d.</th> </tr> </thead> <tbody> <tr> <td>Under 17 years of age</td> <td style="text-align: center;">66</td> <td style="text-align: center;">0</td> </tr> <tr> <td>17 years of age</td> <td style="text-align: center;">77</td> <td style="text-align: center;">3</td> </tr> <tr> <td>18 " "</td> <td style="text-align: center;">88</td> <td style="text-align: center;">4</td> </tr> <tr> <td>19 " " or over—the appropriate rate prescribed under the heading "other employees."</td> <td></td> <td></td> </tr> </tbody> </table> <p>(ii) Thereafter—</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="width: 10%; text-align: center;">s.</th> <th style="width: 10%; text-align: center;">d.</th> </tr> </thead> <tbody> <tr> <td>Under 17 years of age</td> <td style="text-align: center;">66</td> <td style="text-align: center;">9</td> </tr> <tr> <td>17 years of age</td> <td style="text-align: center;">78</td> <td style="text-align: center;">0</td> </tr> <tr> <td>18 " "</td> <td style="text-align: center;">89</td> <td style="text-align: center;">4</td> </tr> <tr> <td>19 " " or over—the appropriate rate prescribed under the heading "other employees."</td> <td></td> <td></td> </tr> </tbody> </table> <p style="text-align: center;">PROPORTION (BY ANY EMPLOYER).</p> <p>One improver to the first three workers, receiving not less than 113s. per week of 44 hours, and thereafter one additional improver to every ten additional such workers.</p>		s.	d.	Under 17 years of age	66	0	17 years of age	77	3	18 " "	88	4	19 " " or over—the appropriate rate prescribed under the heading "other employees."				s.	d.	Under 17 years of age	66	9	17 years of age	78	0	18 " "	89	4	19 " " or over—the appropriate rate prescribed under the heading "other employees."			<p>(i) Until the beginning of the first pay period to commence in February, 1947.</p> <p style="text-align: center;"><i>Firewood Saw-mills, Mallee Roots, &c.</i></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="width: 10%; text-align: center;">s.</th> <th style="width: 10%; text-align: center;">d.</th> </tr> </thead> <tbody> <tr> <td>Benchmen at self-acting benches where not more than two persons are employed, viz., benchman and stacker</td> <td style="text-align: center;">125</td> <td style="text-align: center;">0</td> </tr> <tr> <td>Other benchmen</td> <td style="text-align: center;">120</td> <td style="text-align: center;">0</td> </tr> <tr> <td>Lumpers</td> <td style="text-align: center;">120</td> <td style="text-align: center;">0</td> </tr> <tr> <td>Trolley-men</td> <td style="text-align: center;">120</td> <td style="text-align: center;">0</td> </tr> <tr> <td>Skip loaders</td> <td style="text-align: center;">120</td> <td style="text-align: center;">0</td> </tr> <tr> <td>Truck loaders of wood 4 feet or over</td> <td style="text-align: center;">120</td> <td style="text-align: center;">0</td> </tr> <tr> <td>Wagon or dray loaders</td> <td style="text-align: center;">120</td> <td style="text-align: center;">0</td> </tr> <tr> <td>Block stackers</td> <td style="text-align: center;">114</td> <td style="text-align: center;">0</td> </tr> <tr> <td>Wood cutters</td> <td style="text-align: center;">125</td> <td style="text-align: center;">0</td> </tr> <tr> <td>Carters driving one, two, or three horses</td> <td style="text-align: center;">125</td> <td style="text-align: center;">0</td> </tr> <tr> <td>And 6s. extra per week for every additional horse in excess of three.</td> <td></td> <td></td> </tr> <tr> <td>Drivers of motor vehicles having a carrying capacity—</td> <td></td> <td></td> </tr> <tr> <td> (a) not exceeding 25 cwt.</td> <td style="text-align: center;">118</td> <td style="text-align: center;">0</td> </tr> <tr> <td> (b) exceeding 25 cwt. but not exceeding 3 tons</td> <td style="text-align: center;">124</td> <td style="text-align: center;">0</td> </tr> <tr> <td> (c) exceeding 3 tons</td> <td style="text-align: center;">130</td> <td style="text-align: center;">0</td> </tr> <tr> <td>And if a trailer is attached to the vehicle—1s. 6d. per day extra.</td> <td></td> <td></td> </tr> <tr> <td>Persons engaged in raising, digging out, cleaning, trimming, or loading mallee roots on to vehicles</td> <td style="text-align: center;">130</td> <td style="text-align: center;">0</td> </tr> <tr> <td>All others</td> <td style="text-align: center;">112</td> <td style="text-align: center;">0</td> </tr> <tr> <td>Foreman—If any person employed in any of the above capacities has under his control five or more other workers he shall be regarded as a foreman, and paid 1s. per day above the ordinary rate.</td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;"><i>Gas Producer Units.</i></td> <td></td> <td></td> </tr> <tr> <td>The following provisions shall apply to drivers of vehicles fitted with Gas Producer Units:—</td> <td></td> <td></td> </tr> <tr> <td>(i) Driver of a 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, 1s. extra.</td> <td></td> <td></td> </tr> <tr> <td>(ii) 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, 1s. extra.</td> <td></td> <td></td> </tr> </tbody> </table>		s.	d.	Benchmen at self-acting benches where not more than two persons are employed, viz., benchman and stacker	125	0	Other benchmen	120	0	Lumpers	120	0	Trolley-men	120	0	Skip loaders	120	0	Truck loaders of wood 4 feet or over	120	0	Wagon or dray loaders	120	0	Block stackers	114	0	Wood cutters	125	0	Carters driving one, two, or three horses	125	0	And 6s. extra per week for every additional horse in excess of three.			Drivers of motor vehicles having a carrying capacity—			(a) not exceeding 25 cwt.	118	0	(b) exceeding 25 cwt. but not exceeding 3 tons	124	0	(c) exceeding 3 tons	130	0	And if a trailer is attached to the vehicle—1s. 6d. per day extra.			Persons engaged in raising, digging out, cleaning, trimming, or loading mallee roots on to vehicles	130	0	All others	112	0	Foreman—If any person employed in any of the above capacities has under his control five or more other workers he shall be regarded as a foreman, and paid 1s. per day above the ordinary rate.			<i>Gas Producer Units.</i>			The following provisions shall apply to drivers of vehicles fitted with Gas Producer Units:—			(i) Driver of a 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, 1s. extra.			(ii) 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, 1s. extra.		
	s.	d.																																																																																																					
Under 17 years of age	66	0																																																																																																					
17 years of age	77	3																																																																																																					
18 " "	88	4																																																																																																					
19 " " or over—the appropriate rate prescribed under the heading "other employees."																																																																																																							
	s.	d.																																																																																																					
Under 17 years of age	66	9																																																																																																					
17 years of age	78	0																																																																																																					
18 " "	89	4																																																																																																					
19 " " or over—the appropriate rate prescribed under the heading "other employees."																																																																																																							
	s.	d.																																																																																																					
Benchmen at self-acting benches where not more than two persons are employed, viz., benchman and stacker	125	0																																																																																																					
Other benchmen	120	0																																																																																																					
Lumpers	120	0																																																																																																					
Trolley-men	120	0																																																																																																					
Skip loaders	120	0																																																																																																					
Truck loaders of wood 4 feet or over	120	0																																																																																																					
Wagon or dray loaders	120	0																																																																																																					
Block stackers	114	0																																																																																																					
Wood cutters	125	0																																																																																																					
Carters driving one, two, or three horses	125	0																																																																																																					
And 6s. extra per week for every additional horse in excess of three.																																																																																																							
Drivers of motor vehicles having a carrying capacity—																																																																																																							
(a) not exceeding 25 cwt.	118	0																																																																																																					
(b) exceeding 25 cwt. but not exceeding 3 tons	124	0																																																																																																					
(c) exceeding 3 tons	130	0																																																																																																					
And if a trailer is attached to the vehicle—1s. 6d. per day extra.																																																																																																							
Persons engaged in raising, digging out, cleaning, trimming, or loading mallee roots on to vehicles	130	0																																																																																																					
All others	112	0																																																																																																					
Foreman—If any person employed in any of the above capacities has under his control five or more other workers he shall be regarded as a foreman, and paid 1s. per day above the ordinary rate.																																																																																																							
<i>Gas Producer Units.</i>																																																																																																							
The following provisions shall apply to drivers of vehicles fitted with Gas Producer Units:—																																																																																																							
(i) Driver of a 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, 1s. extra.																																																																																																							
(ii) 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, 1s. extra.																																																																																																							

IMPROVERS.	OTHER EMPLOYEES—(continued).	
Wages per Week of 44 Hours.	Wages per Week of 44 Hours.	
	<i>Hay, Corn, or Chaff Stores.</i>	
	Storeman in charge	s. d. 123 0
	Carters driving one horse	118 0
	Carters driving two horses	121 0
	And 3s. extra per week for every additional horse.	
	Drivers of motor vehicles having a carrying capacity—	
	(a) not exceeding 25 cwt.	119 0
	(b) exceeding 25 cwt., but not exceeding 3 tons	125 0
	(c) exceeding 3 tons	131 0
	And if a trailer is attached to a vehicle—1s. 6d. per day extra	
	All others	117 0
	<i>Wood, Coal, or Coke Yards.</i>	
	Carters driving one horse	117 0
	Carters driving two horses	120 0
	And 3s. extra per week for every additional horse.	
	Drivers of motor vehicles having a carrying capacity—	
	(a) not exceeding 25 cwt.	118 0
	(b) exceeding 25 cwt., but not exceeding 3 tons	124 0
	(c) exceeding 3 tons	130 0
	And if a trailer is attached to a vehicle—1s. 6d. per day extra.	
	All others	116 0
	<i>Gas Producer Units.</i>	
	The following provisions shall apply to drivers of vehicles fitted with gas producer units:—	
	(i) Driver of a 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, 1s. extra.	
	(ii) 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, 1s. extra.	
NOTE.—The Board determines that no person shall be employed as an apprentice.		

(H) Thereafter.

The rates shown in sub-clause (b) (1) hereof shall be increased by one shilling.

CONDITIONS OF EMPLOYMENT.

3. (i) Except as in this Determination otherwise provided, the ordinary weekly total of hours shall be 44 in number, all to be worked on days other than Sunday.

(ii) Such ordinary weekly total, at the option of the employer, may be spread over five or six days and shall be worked in one period occurring between 7.30 a.m. and 12.30 p.m. on Saturday and between 7.30 a.m. and 5.15 p.m. on other days, subject to the recognized meal hours or intervals and smoke-oh of ten minutes each morning and afternoon, but no other breaks imposed by the employer.

(iii) If a five-day week is worked the ordinary daily total of working hours shall be 8 4/5ths, and if a six-day week is worked such total shall be four on Saturday and eight on any other day.

(iv) Smoke-ohs shall be counted as part of time worked.

OVERTIME, ETC.

4. (a) Except as in this Determination otherwise provided, all time worked in excess of the ordinary weekly or daily hours of work shall be paid at one and a half times the ordinary prescribed rate for the first four hours, and at double the ordinary prescribed rate for the time thereafter.

(b) Horse drivers who, in excess of such weekly or daily total hours of work, are required to spend time in taking charge of teams at the yard, camp, or stable, or in returning teams thereto, shall be paid for such time at the ordinary rate.

(c) If an employee is required by his employer to be for any time anywhere only for the purposes of the employer in respect of the business in which the employee is employed, the employee shall be deemed to be on duty for the employer during such time and shall be paid at the appropriate prescribed rate (if any) for so much of such time as is spent in work, and at the ordinary minimum rate for so much of such time as is not so spent.

Provided that this clause shall not apply to any time spent by an employee in the course of going to or coming from any yard, camp, stable, depot or picking-up place of the employer, or in the course of going to a place of the employer, or in the course of going to a place of work for the purpose of starting work, or in the course of coming therefrom after ceasing work.

(d) Employees recalled to work after the expiration of their customary working time for the day, and after they have left work for the day, shall be paid at the least as for working two hours at one and a half times the prescribed rate.

TERMS OF ENGAGEMENT.

5. (a) Subject to exceptions and limitations hereinafter contained any employer shall have the option of engaging any employee either by the week or casually.

(b) (i) If the engagement is by the week it shall be for a continuous period of at least eight weeks, and thereafter shall be terminable on either side by a week's notice which may be made to expire at any time during a week of the employment. Provided that this clause shall not affect the employer's right to dismiss forthwith at any time an employee because of the latter's incompetence or misconduct, in which case the employee shall be entitled in respect of wages for the then current week's employment only to payment proportionate to the aggregate of time worked by him, and of such other previous time (if any) in that week as to which under this Determination no deduction from his week's wages is allowable.

(ii) An engagement shall be deemed to be and to continue casual unless the employer, at the commencement of the engagement or before any change by him of a casual engagement of the employee to one by the week, expressly notifies the employee that he is to be engaged by the week.

Employees on casual engagement shall be paid at the rate of time and a quarter.

(iii) The employer shall have the right to deduct payment for any day upon which the employee cannot be employed usefully because of any strike, or through any breakdown of machinery, or any stoppage of work, or any cause for which the employer cannot reasonably be held responsible.

(iv) No deduction shall be made from the wages of any employee, other than a pieceworker, unavoidably absent through illness for not more than 44 working hours in each year, i.e., 11 hours for each three months' service, commencing 1st December, 1942, provided he has submitted, within 48 hours of the commencement of such absence, satisfactory evidence to the employer or his representative that same was not the result of his own misconduct.

Provided that where, under any scheme of insurance or an accident relief or provident fund to secure the benefit of which the employer has paid the necessary premium, or under any Workers' Compensation Act, compensation becomes payable for any of such days of absence, the employer shall not be bound to pay more of such wage than is sufficient, with such compensation, to make up the full pay for any such days.

(c) Notwithstanding the provisions of sub-clause (b) (iv) hereof if the full period of sick leave as prescribed 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 88 working hours, which shall be the maximum amount of leave to which an employee may be entitled in any year of service without deduction of pay.

For the purposes of this sub-clause service prior to 6th April, 1946, shall be disregarded.

TIME WAGES.

6. Any person employed in a factory or shop on time wages for less than the number of hours fixed for an ordinary week's work shall be paid, for time worked up to one-half the number of hours fixed, at the ordinary wages rate with an addition of thirty-three and a third per centum. For time worked beyond the 22 hours aforesaid, he shall be paid the ordinary wages rate up to, but not exceeding the rate prescribed by this Determination for an ordinary week's work.

CONTRACT WORK.

7. No person shall contract or enter into an agreement with any other person or persons to perform any work connected with the preparation of firewood for sale or for use in any trade or business at a lower rate or price than the appropriate wages rate or piecework price prescribed by this Determination.

SUNDAYS AND HOLIDAYS.

8. (a) Except as herein provided otherwise, if an employee is required to work on a holiday or on a Sunday, he shall be paid at double the ordinary prescribed rate.

(b) If a casual employee desires to work on a holiday and with the consent of the employer does so work, he shall be paid therefor at the ordinary prescribed rate.

(c) In the case of any other employee, other than a pieceworker, engaged by the week no deduction shall be made from his wages for the week because of his not working on a holiday.

(d) The expression "holiday" means any of the following days:—Australia Day, New Year's Day, Good Friday, Easter Saturday, Easter Monday, Anzac Day, King's Birthday, Labour Day, Christmas Day, and Boxing Day.

ANNUAL LEAVE.

Period of Leave.

9. (a) Except as hereinafter provided a period of fourteen consecutive days' leave shall be allowed annually to an employee after twelve months' continuous service (less the period of annual leave) as an employee in any one or more of the occupations to which this Determination applies.

Annual Leave Exclusive of Public Holidays.

(b) Subject to this sub-clause the annual leave prescribed by this clause shall be exclusive of any of the holidays prescribed by clause 8 of this Determination, and if any such holiday falls within an employee's period of annual leave and is observed on a day which in the case of that employee would have been an ordinary working day, there shall be added to that period one working day for each such holiday falling as aforesaid.

Where a holiday falls as aforesaid and the employee fails without reasonable cause proof whereof shall be upon him to attend for work on the working day immediately preceding the first day or at his ordinary starting time on the working day immediately following the last day of the period of his annual leave, he shall not be entitled to be paid for any such holiday.

Broken Leave.

(c) 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.

Calculation of Continuous Service.

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

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

(ii) any absence from work on account of personal sickness or accident or on account of leave lawfully granted by the employer; or

(iii) any absence with reasonable cause proof whereof shall be upon the employee.

In calculating the period of twelve months' continuous service any such absence as aforesaid shall not, except to the extent of not more than fourteen days in a twelve-monthly period in the case of sickness or accident, be taken into account in calculating the period of twelve months' continuous service.

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 inform the employer in writing if practicable within 24 hours of 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. A notification given by an employee pursuant to clause 5 (b) (iv) shall be accepted as a notification under this sub-clause.

Any absence from work by reason of any cause not being a cause specified in this sub-clause shall not be deemed to break the continuity of service for the purposes of this clause unless the employer during the absence or within fourteen days of the termination of the absence notifies the employee in writing that such absence will be regarded as having broken the continuity of service.

In cases of individual absenteeism such notice shall be given in writing to the employee concerned, but in cases of concerted or collective absenteeism notice may be given to employees by the posting up of a notification in the plant, in the manner in which general notifications to employees are usually made in that plant and by posting to the union whose members have participated in such concerted or collective absenteeism a copy of same not later than the day it is posted up in the plant.

A notice to an individual employee may be given by delivering same to him personally or by posting it to his last recorded address, in which case it shall be deemed to have reached him in due course of post.

Calculation of Service.

(e) Service before the date of operation of this Determination 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. Provided however that in respect of service before the 1st January, 1946, the annual leave shall be allowed at the rate of 3½ hours for each completed one month of continuous service and in respect of service after that date at the rate of 7½ hours for each completed one month of continuous service. Any broken part of a month served before the 1st January, 1946, shall for the purposes of this clause be deemed to be service after the 1st January, 1946. The period of annual leave to be allowed under this sub-clause shall be calculated to the nearest day, any broken part of a day in the result not exceeding half a day to be disregarded.

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

Calculation of Month.

(f) 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 as ending at the end of such subsequent month.

Leave to be Taken.

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

Time of Taking Leave.

(h) Annual leave shall be given at a time fixed by the employer within a period not exceeding three months from the date when the right to annual leave accrued and after not less than two weeks' notice to the employee.

Leave Allowed Before Due Date.

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

Where leave has been granted to an employee pursuant to this sub-clause 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 by clause 8 of this Determination.

Payment for Period of Leave.

(j) Each employee before going on leave shall be paid two weeks' wages. For the purposes of this sub-clause and sub-clause (k) hereof, wages shall be at the rate prescribed by clause 2 of this Determination for the occupation in which the employee was ordinarily employed immediately prior to the commencement of his leave or the termination of his employment, as the case may be.

Proportionate Leave on Dismissal.

(k) If after one month's continuous service in any qualifying twelve-monthly period an employee lawfully leaves his employment or his employment is terminated by the employer through no fault of the employee, the employer shall be paid at his ordinary rate of wage for 3½ hours in respect of each completed one month of continuous service before the 1st January, 1946, and for 7½ hours at the same rate in respect of each completed month of continuous service after that date, the service in each case being service in respect of which leave has not been granted hereunder.

Annual Close Down.

(l) Where an employer closes down his plant, or a section or sections thereof, for the purposes 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 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 then 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.
- (iv) If in the first year of his service with an employer an employee is allowed proportionate annual leave under paragraph (i) 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 (k) of this clause subject to adjustment for any proportionate leave which he may have been allowed as aforesaid.

ALLOWANCES.

10. (a) An employee shall have the right to elect whether he shall travel each day to and from the job, or camp at such job. Having so elected, he shall be entitled to the special allowance where applicable, as provided in sub-clauses (b) and (c) hereof.

(b) Employees who, in order to be available for their work, have to live in a camp established either by the employer or employees for the purpose of enabling employees to be so available by living therein, shall be paid a camping allowance of 1s. for each day on which they are required to hold themselves, and do hold themselves available in the camp throughout the said day to serve the employer's purpose on that or any other day, whether or not work is done on the said day, but this clause shall not apply to any Sunday, unless the employee is required to work on that Sunday.

(c) An employee who finds it necessary to travel five miles or over to his place of employment shall, unless transport is provided by the employer free of cost to the employee, be paid a travelling allowance of 1s. per day.

TIME RECORD.

11. (a) The employer shall keep a record of the names of the employees of such employer, and in respect of each such employee, a record from week to week of the periods, times, and class of work done, and the rates of wage and amounts of wages paid, and shall obtain from week to week the signature of each employee to such record.

(b) The secretary or duly accredited representative of the Federated Fodder and Fuel Trades' Industrial Union authorized in writing to that effect by such secretary shall be allowed, on any day coming two days after a pay day between 10 a.m. and noon, or at such other times as may be agreed upon, to inspect such records so far as may be reasonably necessary to obtain information therefrom relating to any member or members of the said union.

WET WEATHER PROVISIONS.

12. (i) (a) In the event of rain being sufficiently heavy to justify a temporary cessation of work, such work shall cease forthwith and during the cessation of work employees shall hold themselves in readiness for work during ordinary working hours, and shall be paid for the actual time of waiting at ordinary time wages rates of pay.

(b) When weather conditions are suitable employees shall resume work immediately.

(ii) If the employer's representative considers the weather justifying the cessation of work is likely to continue for a lengthy period the payment, as set forth in sub-clause (i), may be discontinued, and employees shall not be bound to hold themselves in readiness for a resumption of work.

Provided that, for any day on which an employee is ready and willing to commence work, he shall be entitled to payment as though he had worked for a minimum of four hours.

(iii) The employer shall provide adequate and suitable shelter from the rain for the employee.

(iv) The employer shall provide adequate facilities for the employee to dry off his wet clothes.

SPECIAL TREATMENT OF INJURED.

13. The employer, as soon as reasonably possible, shall supply means free of charge to convey to the nearest hospital or doctor any employee so seriously injured that it is not reasonably possible for such employee to travel independently of such conveyance.

FIRST-AID AND MEDICAL OUTFIT.

14. The employer shall provide at every main place of employment a first-aid outfit. Such outfit shall consist of at least the following:—Boric acid, iodine, picric acid (bottle solution), 1-in bandages, lint, cotton, triangle bandages, lysol, permanganate of potash, snake-bite scarifier, splints capable of being used in 12-in lengths, and one pair of scissors.

ACCOMPANYING SICK OR INJURED EMPLOYEES.

15. No employee suffering from illness or injury sustained on the job shall be permitted to leave the job unless accompanied or assisted by a sufficient number of employees, except in the case of his removal by ambulance, to his home or nearest hospital. All expenses incurred in such patient's removal shall be paid by the employer, and no employee assisting or accompanying an injured or sick person shall lose any wages by so doing.

PIECE-WORK.

16. A schedule of piece-work prices (as shown hereunder) to be paid to any person for doing certain kinds of work has been fixed by the Board, and in addition to these prices, when required to do so, pieceworkers shall be paid three pence per ton extra to stack tops, or four pence per ton extra to stack and burn tops.

PIECEWORK PRICES.

Firewood Saw-mills, Mallee Roots, &c.

CUTTING AND STACKING OR CUTTING AND LOADING ON TO WAGONS OR DRAYS—

Grey box, 6 feet or over	6s. 2d. per ton (50 cubic feet) or 49s. 2d. per truck (Standard I.B.).
Ironbark, 6 feet or over	46s. 2d. per truck (Standard I.B.).
Grey box or ironbark, 4 feet and under 6 feet	6s. 4d. per ton (50 cubic feet) or 63s. 6d. per truck (Standard I.B.) loaded to 5 feet. 70s. 0d. per truck (Standard I.B.) loaded to 5 feet 8 inches. 74s. 1d. per truck (Standard I.B.) loaded to 5 feet 10 inches.
Box or ironbark, 2 feet and under 4 feet	9s. 3d. per ton (50 cubic feet).
Mixed wood, i.e., all wood other than box, ironbark, or ti-tree—	
Over 6 feet	5s. 5d. per ton (50 cubic feet).
4 feet to 6 feet inclusive	5s. 8d. per ton (50 cubic feet).
2 feet and under 4 feet	7s. 6d. per ton (50 cubic feet).

The cutter shall have the right to determine where the wood is to be stacked for measurement, i.e., at the stump, on the vehicle, or at the place of delivery.

Red box, 6 feet or over	45s. 0d. per truck (Standard I.B.).
Stringybark or gum, over 6 feet	37s. 3d. per truck (Standard I.B.).
Dry gum, 6 feet or over	45s. 0d. per truck (Standard I.B.).
Dry gum, 5 feet boiler wood	8s. 2d. per ton (50 cubic feet).
Green gum, 5 feet boiler wood	5s. 8d. per ton (50 cubic feet).
Ironbark or box, 5 feet boiler wood	7s. 6d. per ton (50 cubic feet).

Boiler wood (other than ironbark or box), 5 feet, cut from saplings not exceeding 2 feet 4 inches in circumference 2 feet from the ground—

within the Shire of Beechworth, and at such places within a radius of 12 miles of the Post Office at Freeburgh, or 25 miles of the principal Post Offices at Ballarat and Warrnambool respectively as are included in the area to which this Determination applies..

.. .. .	4s. 6d. per ton (50 cubic feet).
---------	----------------------------------

CUTTING—

Ti-tree	8s. 2d. per ton (50 cubic feet).
-----------------	----------------------------------

LOADING WAGONS OR DRAYS

.. .. .	7s. 10d. per truck (Standard I.B.).
---------	-------------------------------------

LOADING AND STACKING BLOCKS—

If taken off ground within 15 feet of rails and placed in Standard I.B. truck..

.. .. .	8s. 10d. per truck (Standard I.B.).
---------	-------------------------------------

TROLLEYING FROM STACK TO BENCH

.. .. .	5s. 8d. per truck (Standard I.B.).
---------	------------------------------------

TRUCK LOADING—

5 feet boiler wood	8s. 10d. per truck (Standard I.B.) loaded to 5 feet. 9s. 6d. per truck (Standard I.B.) loaded to 5 feet 8 inches. 9s. 10d. per truck (Standard I.B.) loaded to 5 feet 10 inches.
----------------------------	---

STACKING WOOD 6 FEET OR OVER ON END—

Taken from drays	3s. 6d. per truck (Standard I.B.).
Taken from wagons	4s. 2d. per truck (Standard I.B.).

MILLING (OTHER THAN BY SELF-ACTING BENCH)—

	Cutting 1-ft. wood.	Cutting 9-in. wood.
Where four men are employed—		
Benching	5s. 6d. per truck (Standard I.B.).	6s. 10d. per truck (Standard I.B.).
Lumping	5s. 2d.	6s. 3d.
Handing up	5s. 2d.	6s. 3d.
Stacking	5s. 2d.	6s. 3d.
Benchman to sharpen saws also. Lumper, hander-up, and stacker to clean up also.		

Where three men are employed—		
Benching and handing up	7s. 3d. per truck (Standard I.B.).	8s. 8d. per truck (Standard I.B.).
Lumping and handing up	6s. 10d.	8s. 5d.
Stacking	6s. 10d.	8s. 5d.
Benchman to sharpen saws also. Lumper and stacker to clean up also.		

Where two men are employed	each 10s. 6d.	12s. 9d.
These men also to sharpen saws and clean up.		

MILLING BY SELF-ACTING BENCH—

	Cutting 1-ft. wood.	Cutting 9-in. wood.
Where three men are employed—		
Benching	6s. 4d. per truck (Standard I.B.).	7s. 9d. per truck (Standard I.B.).
Lumping	5s. 11d.	7s. 5d.
Stacking	5s. 11d.	7s. 5d.
Benchman to sharpen saws also. Lumper and stacker also to clean up.		

Where two men are employed—		
Benching and lumping	9s. 7d.	11s. 6d.
Stacking	8s. 11d.	11s. 2d.
Benchman to sharpen saws also. Stacker to clean up also.		

Where one man is employed	18 7d.	22s. 8d.
This man also to sharpen saws and clean up.		

MALLEE ROOTS—

	By Weight.		By Measurement.	
	per ton.	s. d.	per ton.	s. d.
(a) Raising or digging out	6	4	5	2
(b) Cleaning or trimming	6	4	5	2
(c) Loading on to vehicles	3	4	1	7

Part 2.—Persons employed in the process, trade, business or occupation of burning, grinding, grading, or distributing charcoal.

17. (a) IMPROVERS.	(b) OTHER EMPLOYEES.																																																				
Wages per Week of 44 Hours.	Wages per Week of 44 Hours.																																																				
<p>(i) Until the beginning of the first pay period to commence in February, 1947.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="text-align: right; width: 20%;"><i>s. d.</i></td> </tr> <tr> <td>Under 17 years of age</td> <td style="text-align: right;">66 0</td> </tr> <tr> <td>17 years of age</td> <td style="text-align: right;">77 3</td> </tr> <tr> <td>18 " "</td> <td style="text-align: right;">94 0</td> </tr> <tr> <td>19 " " or over—the appropriate rate prescribed under the heading "other employees."</td> <td></td> </tr> </table> <p>(ii) Thereafter.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="text-align: right; width: 20%;"><i>s. d.</i></td> </tr> <tr> <td>Under 17 years of age</td> <td style="text-align: right;">66 9</td> </tr> <tr> <td>17 years of age</td> <td style="text-align: right;">78 0</td> </tr> <tr> <td>18 " "</td> <td style="text-align: right;">95 0</td> </tr> <tr> <td>19 " " or over—the appropriate rate prescribed under the heading "other employees."</td> <td></td> </tr> </table> <p style="text-align: center;">PROPORTION (BY ANY EMPLOYER).</p> <p>One improver to the first three workers, receiving not less than 126s. per week of 44 hours and thereafter one additional improver to every ten additional such workers.</p> <p>NOTE.—The Board determines that no person shall be employed as an apprentice.</p>		<i>s. d.</i>	Under 17 years of age	66 0	17 years of age	77 3	18 " "	94 0	19 " " or over—the appropriate rate prescribed under the heading "other employees."			<i>s. d.</i>	Under 17 years of age	66 9	17 years of age	78 0	18 " "	95 0	19 " " or over—the appropriate rate prescribed under the heading "other employees."		<p>(i) Until the beginning of the first pay period to commence in February, 1947.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="text-align: right; width: 20%;"><i>s. d.</i></td> </tr> <tr> <td>Wood cutters, using axe, power crosscut, circular saw, or other method ..</td> <td style="text-align: right;">125 0</td> </tr> <tr> <td>Carters driving one, two, or three horses</td> <td style="text-align: right;">125 0</td> </tr> <tr> <td>And 6s. extra per week for every additional horse in excess of three.</td> <td></td> </tr> <tr> <td>Drivers of motor vehicles having a carrying capacity—</td> <td></td> </tr> <tr> <td> (a) not exceeding 25 cwt.</td> <td style="text-align: right;">118 0</td> </tr> <tr> <td> (b) exceeding 25 cwt. but not exceeding 3 tons</td> <td style="text-align: right;">124 0</td> </tr> <tr> <td> (c) exceeding 3 tons but not exceeding 6 tons</td> <td style="text-align: right;">130 0</td> </tr> <tr> <td> (d) Further tonnage—for each complete ton over 5, an extra 1s. per week.</td> <td></td> </tr> <tr> <td>And if a trailer is attached to the vehicle—1s. 6d. per day extra.</td> <td></td> </tr> </table> <p style="text-align: center;"><i>Gas Producer Units.</i></p> <p>The following provision shall apply to drivers of vehicles fitted with gas producer units—</p> <p>(i) Driver of a 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, 1s. extra.</p> <p>(ii) 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, 1s. extra.</p> <p>Charcoal burning by retorts, metal or brick kilns, or pits—</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"> (a) Operator in charge of plant</td> <td style="text-align: right; width: 20%;">140 0</td> </tr> <tr> <td> (b) All other employees, including persons employed in emptying, bagging, sewing, stacking, or loading</td> <td style="text-align: right;">130 0</td> </tr> </table> <p>Grinding or grading charcoal—</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"> (a) Attendant in charge of plant—</td> <td></td> </tr> <tr> <td> (i) With four or more persons under his supervision</td> <td style="text-align: right;">150 0</td> </tr> <tr> <td> (ii) With three or fewer persons under his supervision</td> <td style="text-align: right;">146 0</td> </tr> <tr> <td> (b) All other persons, including those engaged in grinding, grading, or bagging charcoal or sewing bags</td> <td style="text-align: right;">140 0</td> </tr> </table>		<i>s. d.</i>	Wood cutters, using axe, power crosscut, circular saw, or other method ..	125 0	Carters driving one, two, or three horses	125 0	And 6s. extra per week for every additional horse in excess of three.		Drivers of motor vehicles having a carrying capacity—		(a) not exceeding 25 cwt.	118 0	(b) exceeding 25 cwt. but not exceeding 3 tons	124 0	(c) exceeding 3 tons but not exceeding 6 tons	130 0	(d) Further tonnage—for each complete ton over 5, an extra 1s. per week.		And if a trailer is attached to the vehicle—1s. 6d. per day extra.		(a) Operator in charge of plant	140 0	(b) All other employees, including persons employed in emptying, bagging, sewing, stacking, or loading	130 0	(a) Attendant in charge of plant—		(i) With four or more persons under his supervision	150 0	(ii) With three or fewer persons under his supervision	146 0	(b) All other persons, including those engaged in grinding, grading, or bagging charcoal or sewing bags	140 0
	<i>s. d.</i>																																																				
Under 17 years of age	66 0																																																				
17 years of age	77 3																																																				
18 " "	94 0																																																				
19 " " or over—the appropriate rate prescribed under the heading "other employees."																																																					
	<i>s. d.</i>																																																				
Under 17 years of age	66 9																																																				
17 years of age	78 0																																																				
18 " "	95 0																																																				
19 " " or over—the appropriate rate prescribed under the heading "other employees."																																																					
	<i>s. d.</i>																																																				
Wood cutters, using axe, power crosscut, circular saw, or other method ..	125 0																																																				
Carters driving one, two, or three horses	125 0																																																				
And 6s. extra per week for every additional horse in excess of three.																																																					
Drivers of motor vehicles having a carrying capacity—																																																					
(a) not exceeding 25 cwt.	118 0																																																				
(b) exceeding 25 cwt. but not exceeding 3 tons	124 0																																																				
(c) exceeding 3 tons but not exceeding 6 tons	130 0																																																				
(d) Further tonnage—for each complete ton over 5, an extra 1s. per week.																																																					
And if a trailer is attached to the vehicle—1s. 6d. per day extra.																																																					
(a) Operator in charge of plant	140 0																																																				
(b) All other employees, including persons employed in emptying, bagging, sewing, stacking, or loading	130 0																																																				
(a) Attendant in charge of plant—																																																					
(i) With four or more persons under his supervision	150 0																																																				
(ii) With three or fewer persons under his supervision	146 0																																																				
(b) All other persons, including those engaged in grinding, grading, or bagging charcoal or sewing bags	140 0																																																				

(ii) Thereafter.

The rates shown in sub-clause (b) (i) hereof shall be increased by one shilling.

CONDITIONS OF EMPLOYMENT.

18. (i) Except as in this Determination otherwise provided, the ordinary weekly total of hours shall be 44 in number, all to be worked on days other than Sunday.

(ii) (a) Such ordinary weekly total, at the option of the employer, may be spread over five or six days and, except on shift work, shall be worked in one period occurring between 7.30 a.m. and 12.30 p.m. on Saturday and between 7.30 a.m. and 5.15 p.m. on other days, subject to the recognized meal hours or intervals and smoke-oh of ten minutes each morning and afternoon, but no other breaks imposed by the employer.

(b) If a five-day week is worked the ordinary daily total of working hours shall be 8 4/5ths, and if a six-day week is worked such total shall be four on Saturday and eight on any other day.

(iii) The employer may require employees to work such ordinary weekly total on a shift or relay, being one of either two or three shifts or relays worked in the 24 hours, but subject only to the following conditions:—

- (a) Each shift shall be worked in one period with no break except for recognized meal intervals and smoke-oh.
- (b) In each shift during which the employee does not receive the same amount of time for a meal interval or smoke-oh as that which day workers receive under this Determination he shall be paid at ordinary rates for twenty minutes' crib time and two smoke-ohs of ten minutes each.
- (c) Where a shift comprises within its period any time between 7 p.m. and 6 a.m. the whole of the time worked during the shift shall be paid for at ordinary rate plus 7 1/4 per cent.
- (d) Where practicable, shifts shall be changed in rotation each week.

(iv) Smoke-ohs shall be counted as part of time worked.

OVERTIME, ETC.

19. (a) Except as in this Determination otherwise provided, all time worked in excess of the ordinary weekly or daily hours of work shall be paid at one and a half times the ordinary prescribed rate for the first four hours, and at double the ordinary prescribed rate for the time thereafter.

(b) Horse drivers who, in excess of such weekly or daily total hours of work, are required to spend time in taking charge of teams at the yard, camp, or stable, or in returning teams thereto, shall be paid for such time at the ordinary rate.

(c) If an employee is required by his employer to be for any time anywhere only for the purposes of the employer in respect of the business in which the employee is employed, the employee shall be deemed to be on duty for the employer during such time, and shall be paid at the appropriate prescribed rate (if any) for so much of such time as is spent in work, and at the ordinary minimum rate for so much of such time as is not so spent.

Provided that this clause shall not apply to any time spent by an employee in the course of going to or coming from any yard, camp, stable, depot or picking-up place of the employer, or in the course of going to a place of the employer, or in the course of going to a place of work for the purpose of starting work, or in the course of coming therefrom after ceasing work.

(d) Employees recalled to work after the expiration of their customary working time for the day, and after they have left work for the day, shall be paid at the least as for working two hours at one and a half times the prescribed rate.

TERMS OF ENGAGEMENT.

20. (a) Subject to exceptions and limitations hereinafter contained any employer shall have the option of engaging any employee either by the week or casually.

(b) (i) If the engagement is by the week it shall be for a continuous period of at least eight weeks, and thereafter shall be terminable on either side by a week's notice which may be made to expire at any time during a week of the employment. Provided that this clause shall not affect the employer's right to dismiss forthwith at any time an employee because of the latter's incompetence or misconduct, in which case the employee shall be entitled in respect of wages for the then current week's employment, only to payment proportionate to the aggregate of time worked by him, and of such other previous time (if any) in that week as to which under this Determination no deduction from his week's wages is allowable.

(ii) An engagement shall be deemed to be and to continue casual unless the employer, at the commencement of the engagement or before any change by him of a casual engagement of the employee to one by the week, expressly notifies the employee that he is to be engaged by the week.

Employees on casual engagement shall be paid at the rate of time and a quarter.

(iii) The employer shall have the right to deduct payment for any day upon which the employee cannot be employed usefully because of any strike, or through any breakdown of machinery, or any stoppage of work, or any cause for which the employer cannot reasonably be held responsible.

(iv) No deduction shall be made from the wages of any employee unavoidably absent through illness for not more than 44 working hours in each year, i.e., 11 hours for each three months' service, commencing 1st December, 1941, provided he has submitted, within 48 hours of the commencement of such absence, satisfactory evidence to the employer or his representative that same was not the result of his own misconduct.

Provided that where, under any scheme of insurance or an accident relief or provident fund to secure the benefit of which the employer has paid the necessary premium, or under any Workers' Compensation Act, compensation becomes payable for any of such days of absence, the employer shall not be bound to pay more of such wage than is sufficient, with such compensation, to make up the full pay for any such days.

(c) Notwithstanding the provisions of sub-clause (b) (iv) hereof if the full period of sick leave as prescribed 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 88 working hours which shall be the maximum amount of leave to which an employee may be entitled in any year of service without deduction of pay.

For the purposes of this sub-clause service prior to 6th April, 1946, shall be disregarded.

SUNDAYS AND HOLIDAYS.

21. (a) Except as herein provided otherwise, if an employee is required to work on a holiday or on a Sunday, he shall be paid at double the ordinary prescribed rate.

(b) If a casual employee desires to work on a holiday and with the consent of the employer does so work, he shall be paid therefor at the ordinary prescribed rate.

(c) In the case of any other employee engaged by the week no deduction shall be made from his wages for the week because of his not working on a holiday.

(d) The expression "holiday" means any of the following days:—Australia Day, New Year's Day, Good Friday, Easter Saturday, Easter Monday, Anzac Day, King's Birthday, Labour Day, Christmas Day and Boxing Day.

ANNUAL LEAVE.

Period of Leave.

22. (a) Except as hereinafter provided a period of fourteen consecutive days' leave shall be allowed annually to an employee after twelve months' continuous service (less the period of annual leave) as an employee in any one or more of the occupations to which this Determination applies.

Annual Leave Exclusive of Public Holidays.

(b) Subject to this sub-clause the annual leave prescribed by this clause shall be exclusive of any of the holidays prescribed by clause 21 of this Determination, and if any such holiday falls within an employee's period of annual leave and is observed on a day which in the case of that employee would have been an ordinary working day, there shall be added to that period one working day for each such holiday falling as aforesaid.

Where a holiday falls as aforesaid and the employee fails without reasonable cause proof whereof shall be upon him to attend for work on the working day immediately preceding the first day or at his ordinary starting time on the working day immediately following the last day of the period of his annual leave, he shall not be entitled to be paid for any such holiday.

Broken Leave.

(c) 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.

Calculation of Continuous Service.

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

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

(ii) any absence from work on account of personal sickness or accident or on account of leave lawfully granted by the employer; or

(iii) any absence with reasonable cause proof whereof shall be upon the employee.

In calculating the period of twelve months' continuous service any such absence as aforesaid shall not, except to the extent of not more than fourteen days in a twelve-monthly period in the case of sickness or accident, be taken into account in calculating the period of twelve months' continuous service.

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 inform the employer in writing if practicable within 24 hours of 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. A notification given by an employee pursuant to clause 20 (b) (iv) shall be accepted as a notification under this sub-clause.

Any absence from work by reason of any cause not being a cause specified in this sub-clause shall not be deemed to break the continuity of service for the purposes of this clause unless the employer during the absence or within fourteen days of the termination of the absence notifies the employee in writing that such absence will be regarded as having broken the continuity of service.

In cases of individual absenteeism such notice shall be given in writing to the employee concerned, but in cases of concerted or collective absenteeism notice may be given to employees by the posting up of a notification in the plant, in the manner in which general notifications to employees are usually made in that plant and by posting to the union whose members have participated in such concerted or collective absenteeism a copy of same not later than the day it is posted up in the plant.

A notice to an individual employee may be given by delivering same to him personally or by posting it to his last recorded address, in which case it shall be deemed to have reached him in due course of post.

Calculation of Service.

(e) Service before the date of operation of this Determination 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. Provided however, that in respect of service before the 1st January, 1946, the annual leave shall be allowed at the rate of 3½ hours for each completed one month of continuous service and in respect of service after that date at the rate of 7½ hours for each completed one month of continuous service. Any broken part of a month served before the 1st January, 1946, shall for the purposes of this clause be deemed to be service after the 1st January, 1946. The period of annual leave to be allowed under this sub-clause shall be calculated to the nearest day any broken part of a day in the result not exceeding half a day to be disregarded.

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

Calculation of Month.

(f) 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 as ending at the end of such subsequent month.

Leave to be Taken.

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

Time of Taking Leave.

(h) Annual leave shall be given at a time fixed by the employer within a period not exceeding three months from the date when the right to annual leave accrued and after not less than two weeks' notice to the employee.

Leave Allowed Before Due Date.

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

Where leave has been granted to an employee pursuant to this sub-clause 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 by clause 21 of this Determination.

Payment for Period of Leave.

(j) Each employee before going on leave shall be paid two weeks' wages. For the purposes of this sub-clause and sub-clause (k) hereof, wages shall be at the rate prescribed by clause 2 of this Determination for the occupation in which the employee was ordinarily employed immediately prior to the commencement of his leave or the termination of his employment, as the case may be. Payment in the case of employees employed on piece or bonus work or any other system of payment by results shall be at time rates.

Proportionate Leave on Dismissal.

(k) If after one month's continuous service in any qualifying twelve-monthly period an employee lawfully leaves his employment or his employment is terminated by the employer through no fault of the employee, the employee shall be paid at his ordinary rate of wage for $3\frac{3}{4}$ hours in respect of each completed one month of continuous service before the 1st January, 1946, and for $7\frac{1}{4}$ hours at the same rate in respect of each completed month of continuous service after that date, the service in each case being service in respect of which leave has not been granted hereunder.

Annual Close Down.

(l) Where an employer closes down his plant, or a section or sections thereof, for the purposes 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 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 then 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.
- (iv) If in the first year of his service with an employer an employee is allowed proportionate annual leave under paragraph (i) 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 (k) of this clause subject to adjustment for any proportionate leave which he may have been allowed as aforesaid.

ALLOWANCES.

23. Employees who, in order to be available for their work, have to live in a camp established either by the employer or employees for the purpose of enabling employees to be so available by living therein, shall be paid a camping allowance of 1s. for each day on which they are required to hold themselves, and do hold themselves available in the camp throughout the said day to serve the employer's purpose on that or any other day, whether or not work is done on the said day, but this clause shall not apply to any Sunday, unless the employee is required to work on that Sunday.

WASHING FACILITIES.

24. Each employer shall provide for all the employees suitable washing troughs or other conveniences, which shall be approved by the Secretary for Labour or his Inspector.

TIME RECORD.

25. (a) The employer shall keep a record of the names of the employees of such employer, and in respect of each such employee, a record from week to week of the periods, times and class of work done, and the rates of wage and amounts of wages paid, and shall obtain from week to week the signature of each employee to such record.

(b) The secretary or duly accredited representative of the Federated Fodder and Fuel Trades' Industrial Union authorized in writing to that effect by such secretary shall be allowed, on any day coming two days after a pay day between 10 a.m. and noon, or at such other times as may be agreed upon, to inspect such records so far as may be reasonably necessary to obtain information therefrom relating to any member or members of the said union.

WET WEATHER PROVISIONS.

26. (i) (a) In the event of rain being sufficiently heavy to justify a temporary cessation of work, such work shall cease forthwith, and during the cessation of work employees shall hold themselves in readiness for work during ordinary working hours, and shall be paid for the actual time of waiting at ordinary time wages rates of pay.

(b) When weather conditions are suitable employees shall resume work immediately.

(ii) If the employer's representative considers the weather justifying the cessation of work is likely to continue for a lengthy period the payment, as set forth in sub-clause (i), may be discontinued, and employees shall not be bound to hold themselves in readiness for a resumption of work.

Provided that, for any day on which an employee is ready and willing to commence work, he shall be entitled to payment as though he had worked for a minimum of four hours.

(iii) The employer shall provide adequate and suitable shelter from the rain for the employee.

(iv) The employer shall provide adequate facilities for the employee to dry off his wet clothes.

SPECIAL TREATMENT OF INJURED.

27. The employer, as soon as reasonably possible, shall supply means free of charge to convey to the nearest hospital or doctor any employee so seriously injured that it is not reasonably possible for such employee to travel independently of such conveyance.

FIRST-AID AND MEDICAL OUTFIT.

28. The employer shall provide at every main place of employment a first-aid outfit. Such outfit shall consist of at least the following:—Boracic acid, iodine picric acid (bottle solution), 1-in. bandages, lint, cotton, triangle bandages, lysol, permanganate of potash, snake-bite scarifier, splints capable of being used in 12-in. lengths, and one pair of scissors.

SHELTER.

29. The employer shall provide adequate and suitable shelter, with seating accommodation for employees.

SANITATION.

30. In every camp where the pan system is not in use, the employer shall instal sanitary conveniences, and provide attention thereto. Where no camp is established, practicable and reasonable temporary provision shall be made by the employer.

ACCOMPANYING SICK OR INJURED EMPLOYEES.

31. No employee suffering from illness or injury sustained on the job shall be permitted to leave the job unless accompanied or assisted by a sufficient number of employees, except in the case of his removal by ambulance, to his home or nearest hospital. All expenses incurred in such patient's removal shall be paid by the employer, and no employee assisting or accompanying an injured or sick person shall lose any wages by so doing.

CHARCOAL BURNING.

32. (i) The lowest prices to be paid to any person employed burning charcoal from wood which has to be transported not more than half a mile to the retort or kiln in which it is to be burned shall be those prescribed in the following schedule, viz. :—

	Price per Ton of Charcoal.	
	(a) Where more than 50 per cent. of the wood used has to be felled.	(b) In circumstances other than (a).
	<i>s. d.</i>	<i>s. d.</i>
Grey box, red box, red gum, or ironbark	62 5	57 0
Any other variety of wood	67 10	59 8

The above prices shall include all necessary cutting, cartage to the retort or kiln, filling and sewing of bags, and the adequate provision by the employee of food for any horse which is being used in connexion with the work.

(ii) If the wood to be burned is situated more than half a mile from the retort or kiln, 2s. 6d. extra per ton of charcoal shall be paid for each extra half mile or portion thereof.

(iii) The employer shall supply, free of charge, all tools, vehicles, and equipment necessary.

Part 3.—All persons to whom this Determination applies.

PERIODICAL ADJUSTMENT OF WAGES.

33. The wages rates set out in clauses 2 and 17 are based upon the following basic wage rates and, pursuant to the provisions of section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates and the weekly earnings of pieceworkers shall be automatically adjusted as prescribed by clause 34,

Provided that, where a pieceworker works less than 44 hours in any week, the sum to be added to or subtracted from his earnings shall be varied proportionately.

Basic Wage.

Place.	Needs Basic Wage Adjustable.	Loading Constant.	Total Basic Wage.	Index Number Set Assigned.
	<i>£ s. d.</i>	<i>s. d.</i>	<i>£ s. d.</i>	
Within the area to which this Determination applies	5 1 0	6 0	5 7 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

34. (a) For the purposes of this Determination, the expression "Commonwealth Statistician's 'all items' 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.

(b) Until the beginning of the first pay period to commence in May, 1947, the amounts of the Basic Wage shall be as prescribed in clause 33.

(c) During each future successive period beginning with the first pay period to commence in a May, an August, a November, or a February, the amount of the needs basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's "all items" retail price index number by the factor .087 taken to one place of decimals, the resultant whole number being the amount of the basic wage expressed in shillings, but should the decimal number reach .5 or more the basic wage shall be taken to the next higher shilling.

P. A. RANDES, J.P., Chairman.

J. V. WILLOX, Secretary.

Melbourne, 22nd January, 1947.

By Authority: J. J. GOURLEY, Government Printer, Melbourne



VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

[Registered at the General Post Office, Melbourne, for transmission by post as a newspaper.]

No. 177]

THURSDAY, MARCH 6.

[1947

Factories and Shops Acts.

DETERMINATION OF THE SUGAR REFINERS 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 10th April, 1940, has had the power to determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed—

(a) in connexion with the trade of sugar refining;

(b) in the manufacture or treatment of the by-products of sugar;

has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence on or after the 1st December, 1946, the last previous Determination of this Board shall be revoked and replaced by this Determination.

APPRENTICES OR IMPROVERS.

2. (i)

Wages per Week of 44 Hours.

(a) Until the beginning of the first pay period to commence in February, 1947.

Males.					Females.				
	Adjustable Rate.	Additional Constant Loading.	Emergency Loading (non-adjustable).	Total Weekly Wage.		Adjustable Rate.	Additional Constant Loading.	Emergency Loading (non-adjustable).	Total Weekly Wage.
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>		<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
Under 16 years ..	24 9	2 0	3 0	29 9	Under 16 years ..	24 9	2 0	3 0	29 9
16 years ..	32 3	2 3	3 0	37 6	16 years ..	26 6	2 3	3 0	31 9
17 " ..	44 10	2 3	3 0	50 1	17 " ..	30 0	2 6	3 0	35 6
18 " ..	57 5	3 0	3 0	63 5	18 " ..	36 8	3 0	3 0	41 8
19 " ..	67 9	3 6	3 0	74 3	19 " ..	43 4	3 6	3 0	49 10
20 " ..	80 2	3 6	3 0	86 8	20 " ..	53 3	3 6	3 0	59 9

(b) Thereafter.

Males.					Females.				
	Adjustable Rate.	Additional Constant Loading.	Emergency Loading (non-adjustable).	Total Weekly Wage.		Adjustable Rate.	Additional Constant Loading.	Emergency Loading (non-adjustable).	Total Weekly Wage.
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>		<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
Under 16 years ..	25 0	2 0	3 0	30 0	Under 16 years ..	25 0	2 0	3 0	30 0
16 years ..	32 7	2 3	3 0	37 10	16 years ..	26 9	2 3	3 0	32 0
17 " ..	45 3	2 3	3 0	50 6	17 " ..	30 4	2 6	3 0	35 10
18 " ..	58 0	3 0	3 0	64 0	18 " ..	36 0	3 0	3 0	42 0
19 " ..	68 5	3 6	3 0	74 11	19 " ..	43 9	3 6	3 0	50 3
20 " ..	81 0	3 6	3 0	87 6	20 " ..	53 9	3 6	3 0	60 3

PROPORTION (IN ANY PLACE).

Males.

One apprentice and one improver to every three or fraction of three workers receiving not less than the rate payable from time to time to "All others."

PROPORTION (IN ANY PLACE).

Females.

One apprentice and one improver to every three or fraction of three workers receiving not less than the rate payable from time to time to "Adult Females."

JUVENILE WORKERS

Wages per Week of 44 Hours.

(ii) (a) Until the beginning of the first pay period to commence in February, 1947.

Males	Adjustable Rate.	Additional Constant Loading.	Emergency Loading (non-adjustable).	Total Weekly Wage.	Females.	Adjustable Rate.	Additional Constant Loading.	Emergency Loading (non-adjustable).	Total Weekly Wage.
	s. d.	s. d.	s. d.	s. d.		s. d.	s. d.	s. d.	s. d.
Under 16 years	24 9	2 0	3 0	29 9	Under 16 years	24 9	2 0	3 0	29 9
16 years	32 3	2 3	3 0	37 6	16 years	26 6	2 3	3 0	31 9
17 1/2	44 10	2 3	3 0	50 1	17 "	30 0	2 6	3 0	35 6
18 "	57 5	3 0	3 0	63 5	18 "	35 8	3 0	3 0	41 8
19 "	67 9	3 6	3 0	74 3	19 "	43 4	3 6	3 0	49 10
20 "	80 2	3 6	3 0	86 8	20 "	53 3	3 6	3 0	59 9

(b) Thereafter.

Males.	Adjustable Rate.	Additional Constant Loading.	Emergency Loading (non-adjustable).	Total Weekly Wage.	Females.	Adjustable Rate.	Additional Constant Loading.	Emergency Loading (non-adjustable).	Total Weekly Wage.
	s. d.	s. d.	s. d.	s. d.		s. d.	s. d.	s. d.	s. d.
Under 16 years	25 0	2 0	3 0	30 0	Under 16 years	25 0	2 0	3 0	30 0
16 years	32 7	2 3	3 0	37 10	16 years	26 9	2 3	3 0	32 0
17 "	45 3	2 3	3 0	50 6	17 "	30 4	2 6	3 0	35 10
18 "	58 0	3 0	3 0	64 0	18 "	36 0	3 0	3 0	42 0
19 "	68 5	3 6	3 0	74 11	19 "	43 9	3 6	3 0	50 3
20 "	81 0	3 6	3 0	87 6	20 "	53 9	3 6	3 0	60 3

3.

OTHER EMPLOYEES.

Wages per Week of 44 Hours.

(a) Until the beginning of the first pay period to commence in February, 1947.

—	Adjustable Rate.	Additional Constant Loading.	Emergency Loading (non-adjustable).	Total Weekly Wage.
	Column (1).	Column (2).	Column (3).	Column (4).
<i>Adult Males.</i>				
Raw Sugar Store—	s. d.	s. d.	s. d.	s. d.
Men unstuffing	107 0	11 0	5 0	123 0
Men cutting in	108 0	11 0	5 0	124 0
Elevator attendant	106 0	11 0	5 0	122 0
Wash tank hands	103 0	11 0	5 0	119 0
Wash tank hands—assistants	102 0	11 0	5 0	118 0
Riggers	108 0	11 0	5 0	124 0
Melting House—				
Washing fugalmen	106 6	11 0	5 0	122 6
Melter attendant	103 0	11 0	5 0	119 0
Mixer	103 0	11 0	5 0	119 0
Carbonation House—				
Men on liquor filter presses	104 0	11 0	5 0	120 0
Men on mud	104 0	11 0	5 0	120 0
Leading hand	109 0	11 0	5 0	125 0
Men on gas tank	105 0	11 0	5 0	121 0
Men on crushing and stacking lime	103 0	11 0	5 0	119 0
Men on washing and checking filterpress sheets	103 0	11 0	5 0	119 0
Char End—				
Kiln repairers	103 0	11 0	5 0	119 0
Kiln firemen	109 0	11 0	5 0	125 0
Wet charmen	109 0	11 0	5 0	125 0
Char runners	109 0	11 0	5 0	125 0
Pan Floor—				
First sugar boilers	124 0	11 0	5 0	140 0
Second sugar boilers	117 0	11 0	5 0	133 0
Pan attendant, attending triple effert	103 0	11 0	5 0	119 0
Refined sugar fugalmen	106 6	11 0	5 0	122 6
Refined sugar fugalmen—Leading hands	109 6	11 0	5 0	125 6
Jelly House—				
Leading hand	106 6	11 0	5 0	122 6
Jelly fugalmen	103 0	11 0	5 0	119 0
Refined Sugar Store—				
Receiving at truck yard (leading hands)	106 0	11 0	5 0	122 0
Ising mill attendant	103 0	11 0	5 0	119 0
Driers (leading hand)	106 0	11 0	5 0	122 0
Driers (others)	103 0	11 0	5 0	119 0
Automatic scale attendant	106 0	11 0	5 0	122 0
Leading hand packing floor	106 0	11 0	5 0	122 0
Hand packing sugar	103 0	11 0	5 0	119 0
Golden Syrup and Treacle—				
Men packing and weighing (bulk)	103 0	11 0	5 0	119 0
Golden syrup and treacle mixer	105 0	11 0	5 0	121 0
Liquor runners	109 0	11 0	5 0	125 0
Liquor runners—assistants	103 0	11 0	5 0	119 0
Distillery—				
Stillman	119 0	11 0	5 0	135 0
Mashman	107 0	11 0	5 0	123 0
Spirit and Methylating Rooms—				
Leading hand	116 6	11 0	5 0	132 6
Assistants	106 6	11 0	5 0	122 6
Leading hand cleaning gang	106 0	11 0	5 0	122 0
All others	100 0	11 0	5 0	116 0
Adult females	56 2	5 3	3 0	64 5

(b) Thereafter.

The rates shown in Columns (1) and (4) shall be increased by one shilling for males and sixpence for females.

SHIFT WORKERS (OTHER THAN CONTINUOUS SHIFT WORKERS).

4. The ordinary working hours of shift workers shall be as follows:—

Night Shift—

Time of Beginning—11 p.m. on Sunday, Monday, Tuesday, Wednesday, Thursday and Friday.
Time of Ending—7 a.m. on Monday, Tuesday, Wednesday, Thursday, Friday and Saturday.

Day Shift—

7 a.m. to 3 p.m. on Monday, Tuesday, Wednesday, Thursday, and Friday.
7 a.m. to 11 a.m. on Saturdays.

Afternoon Shift—

3 p.m. to 11 p.m. on Monday, Tuesday, Wednesday, Thursday, and Friday.

DAY WORKERS.

5. From 7.30 a.m. to 4.30 p.m., with a break of one hour for a meal between 12 noon and 1 p.m. on Monday, Tuesday, Wednesday, Thursday, and Friday, and from 7.30 a.m. to 11.30 a.m. on Saturday. When an employee is required to work between 12 noon and 1 p.m. he shall be paid time and a half for such work, and in addition shall be allowed time off for a meal.

CONTINUOUS SHIFT WORKERS.

6. For the purposes of this clause the expression "continuous work" means work carried on with consecutive shifts of men throughout the 24 hours of each of at least six consecutive days without interruption.

(a) The ordinary working hours of employees on continuous work shifts shall not exceed an average of 44 per week spread over a period of 1, 2, 3 or 4 weeks to be worked in shifts of eight hours, including such time as by mutual arrangement may be taken for meals.

(b) There shall be a roster of shifts which shall:—

- (i) provide for rotation unless all the employees concerned desire otherwise;
- (ii) provide for not more than eight shifts to be worked in any nine consecutive days; and
- (iii) not be changed until after four weeks' notice.

(c) For all time of duty outside the limits of the ordinary hours prescribed in clause (a) hereof, an employee on continuous work shifts shall be paid at double rates. But this shall not apply to arrangements between employees themselves or in cases due to rotation of shift or when the relief does not come on duty at the proper time.

(d) Employees on continuous work shifts working any Sunday or holiday shift shall be paid at the rate of time and a half for such shift.

(e) Subject to the provisions of clause 12 (Annual Holidays) employees on continuous work shifts shall be allowed an additional six consecutive working days' holiday on full pay.

(The provisions of clause 6 shall apply only to persons employed at the distillery of the Colonial Sugar Refining Co. Ltd. at Yarraville.)

TERMS OF ENGAGEMENT.

7. (a) Employees are to be engaged as weekly or casual employees. A weekly employee is one engaged by the week and paid by the week, and whose engagement shall be terminable by one week's notice on either side, such notice not to be continued from week to week.

(b) After one full week's work, such notice shall be given by either employer or weekly employee, or in lieu of such notice, one week's wages shall be paid or forfeited, as the case may be.

(c) A weekly employee to be entitled to the weekly wage shall be available and willing to perform such work as may be lawfully and reasonably required by the employer during the days and hours usually worked by such class of employee, provided that an employer may deduct payment for any day during which the employee cannot be usefully employed by reason of any strike, breakdown of machinery or any other cause for which the employer cannot reasonably be held responsible.

(d) Employees, other than casual workers, who work less than 44 hours in any week, may be paid the ordinary wages rate calculated *pro rata* according to the number of hours worked.

(e) "Casual Worker" means a worker employed for less than six (6) consecutive days, with a minimum of two (2) hours in any day. He shall be paid at the rate of ten per cent. (10%) in addition to the rate prescribed in this Determination on an hourly basis. The provisions of this sub-clause shall not apply to a casual worker storing raw sugar.

EXTRA RATES AND ALLOWANCES.

8. In addition to the wages prescribed herein, the following extra rates and allowances shall be paid to adult males:—

Any employee who works on shift shall be paid an additional allowance of 1s. 3d. per shift.

Employees classified as "All others," who are directed to enter and clean tanks, viz.:—Carbonstention tanks, house syrup tanks on roof, black boil-out tanks, extension tanks, scrubbers, crystallizers, char dust towers and gibb driers shall receive an additional 9d. for each hour or part of an hour spent in such work.

Employees required to handle damaged or sweated sugar, or the turning of bags which had contained damaged or sweated sugar, shall receive an additional 6d. per hour whilst handling such sugar. Any fraction of an hour in computing the time so worked each day shall be paid for as one hour. Sugar shall be deemed to be damaged or sweated when it is seeping through the bag.

DEFINITION OF JUVENILE WORKERS.

9. Persons under 21 years of age (other than apprentices or improvers) employed turning bags, sweeping trucks, receiving and placing sacks, driving friction winches, packing sugar and sewing mouths of bags, trucking sugar, collecting samples, labelling, filling golden syrup and treacle tins.

OVERTIME (other than continuous Shift Workers).

10. (a) *Workers Employed on Shifts.*—All work done in excess of eight hours per shift or in excess of 132 hours in 21 consecutive days shall be paid for at the rate of time and a half for the first two hours and double time thereafter.

(b) *All Others.*—All work done in excess of eight hours in any one day or in excess of 44 hours in any one week shall be paid for at the rate of time and a half for the first two hours and double time thereafter.

In computing overtime under this clause, each day's work shall stand alone.

Any employee who is required to work overtime shall be paid the overtime rate for a minimum of half an hour.

LATE ATTENDANCE.

11. Any employee arriving late to work shall have a deduction made of a quarter of an hours' pay for each quarter of an hour or portion thereof that he is late.

ANNUAL HOLIDAYS.

12. 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.

SICK PAY.

13. Any employee with not less than six months' service who does not attend for duty by reason of personal ill-health shall be allowed ordinary rates for the actual time of such non-attendance, provided 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 ill-health.

An employee shall not be entitled to any allowance on this ground for more than six days (the equivalent of 44 hours' pay) in each calendar year, but sick leave allowable under this clause may accumulate subject to continuous employment for a total of two years (the equivalent of 88 hours' pay).

No payment shall be made to employees on discharge or resignation in respect of accumulated sick leave.

Personal ill-health does not include ill-health which is the result of an accident or ill-health the result of misconduct.

MEAL ALLOWANCE.

14. Employees required to work a minimum of two hours' overtime shall be entitled to 2s. tea money unless notified the previous day that they will be required to work overtime. If after having been notified accordingly and their services for overtime are not required the allowance of 2s. for tea money shall be payable.

SPECIAL RATES FOR SUNDAYS AND HOLIDAYS (OTHER THAN CONTINUOUS SHIFT WORKERS).

15. (a) All time worked except between 11 p.m. and midnight on Sundays, New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, King's Birthday, Christmas Day, and Boxing Day shall be paid for at the rate of double time; but if any other day be by Act of Parliament or Proclamation substituted for any of the abovementioned holidays, the special rate shall only be payable for work done on the day so substituted.

(b) Employees (other than casual employees and continuous shift workers) shall be paid at ordinary rates for Anzac Day and the holidays set out in the preceding sub-clause although they do not work.

PAYMENT OF WAGES.

16. Wages shall be payable weekly and not later than Thursday of each week. On pay day the finishing whistle shall be sounded five minutes earlier than the usual finishing time.

PIECWORK.

17. The Board determines, under the provisions of section 150 of the *Factories and Shops Act 1928* (No. 3677), that any employer may fix and pay piecework prices to any person or persons or classes of persons employed at any work for which the Board has fixed the minimum wage, provided that such employer shall base such piecework prices on the earnings of an average worker working under like conditions, and such piecework prices shall be fixed so that an average worker can earn not less than the wages that are fixed by the Board for such work.

PERIODICAL ADJUSTMENT OF WAGES.

18. The wages rates set out in clauses 2 and 3 are based upon the following basic wage rates, and pursuant to the provisions of section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically adjusted as prescribed by clause 19.

Provided that the rates of adult females and all juniors, male and female, shall be adjusted proportionately to the alteration in the basic wage for male adults.

BASIC WAGE.

Place.	Needs Basic Wage Adjustable.	Loading Constant.	Total Basic Wage.	Index Number Set Assigned.
	£ s. d.	s. d.	£ s. d.	
Throughout the State	5 1 0	6 0	5 7 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

19. (a) For the purposes of this Determination, the expression "Commonwealth Statistician's 'all items' 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.

(b) Until the beginning of the first pay period to commence in May, 1947, the amounts of the Basic Wage shall be as prescribed in clause 18.

(c) During each future successive period beginning with the first pay period to commence in a May, an August, a November, or a February, the amount of the needs basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's "all items" retail price index number by the factor .087 taken to one place of decimals, the resultant whole number being the amount of the basic wage expressed in shillings, but should the decimal number reach .5 or more the basic wage shall be taken to the next higher shilling.

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

J. V. WILLOX, Secretary.

Melbourne, 20th January, 1947.



VICTORIA
GOVERNMENT GAZETTE.

Published by Authority.

[Registered at the General Post Office, Melbourne, for transmission by post as a newspaper.]

No. 178]

THURSDAY, MARCH 6.

[1947

Factories and Shops Acts.

DETERMINATION OF THE KNITTING TRADE BOARD.

NOTES.—(a) This Determination applies to the whole of the State of Victoria.

(b) Work on Sunday, except in certain prescribed circumstances, is prohibited by the *Factories and Shops (Sundays) Act 1932, No. 4102.*

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which since the 12th February, 1935, has had the power "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—

(i) knitting or crocheting fabric, or any article of human wear;

(ii) mending or repairing any knitted or crocheted fabric, or any knitted or crocheted article of human wear;

(iii) spinning or preparing silk yarn."

has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence on or after the 1st December, 1946, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2. (a)

JUNIORS.

(i) Until the beginning of the first pay period to commence in February, 1947.

Males.		Wages per Week of 44 Hours.	Females.		Wages per Week of 44 Hours.
Age.		£ s. d.	Age.		£ s. d.
Under 16 years of age	1 8 0	Under 16 years of age	1 7 6
16 years of age	1 11 0	At 16 years of age	1 11 0
16½ years of age	2 1 0	At 16½ years of age	1 14 0
17 years of age	2 6 0	At 17 years of age	1 17 6
17½ years of age	2 11 0	At 17½ years of age	2 1 0
18 years of age	2 16 0	At 18 years of age	2 4 0
18½ years of age	3 6 0	At 18½ years of age	2 7 6
19 years of age	3 12 0	At 19 years of age	2 11 0
19½ years of age	4 2 0	At 19½ years of age	2 14 0
20 years of age	4 7 0	At 20 years of age	2 17 0
20½ years of age	4 17 0	At 20½ years of age	3 1 0

(ii) Thereafter.

Males.		Wages per Week of 44 Hours.	Females.		Wages per Week of 44 Hours.
Age.		£ s. d.	Age.		£ s. d.
Under 16 years of age	1 8 6	Under 16 years of age	1 8 0
16 years of age	1 11 0	At 16 years of age	1 11 6
16½ years of age	2 1 0	At 16½ years of age	1 14 6
17 years of age	2 6 6	At 17 years of age	1 18 0
17½ years of age	2 11 6	At 17½ years of age	2 1 6
18 years of age	2 16 6	At 18 years of age	2 4 6
18½ years of age	3 6 6	At 18½ years of age	2 8 0
19 years of age	3 12 6	At 19 years of age	2 11 6
19½ years of age	4 3 0	At 19½ years of age	2 14 6
20 years of age	4 8 0	At 20 years of age	2 17 6
20½ years of age	4 18 0	At 20½ years of age	3 1 6

Until further order junior employees engaged in the outer and under garment section shall be paid 1s. per week in addition to the above-mentioned weekly rates as part compensation for lost time.

No. 178.—1026/47.

PROPORTION (within any factory).

The proportion of juniors employed shall not exceed two to each employee receiving not less than the minimum adult rate in determining the proportion of juniors to employees receiving the adult rate each shift shall be taken into account separately.

Provided that, in the full-fashioned department of the knitting section, the proportion of females shall be one junior female to each female receiving the adult wage, and the proportion of males shall be two junior males to each three males receiving the adult wage.

Provided also that, in computing the proportion of juniors in the full-fashioned department of the knitting section, employees in the silk throwing department shall not be counted, and the count for the remainder of the full-fashioned department shall be taken over all the shifts.

The Board has prescribed a form of apprenticeship indenture.

(b) Changes in rates to be effective from the beginning of the first pay period to commence after the attainment of the prescribed age.

(c) A junior female, after four years' experience in the industry shall be paid the rates prescribed for an adult female in the classification in which she is employed.

(d) OTHER EMPLOYEES.

(i) Until the beginning of the first pay period to commence in February, 1947.

Adult Males.	Wages per Week of 44 Hours.
	£ s. d.
Mechanics on full-fashioned machines	6 12 0
Mechanics on all other machines	6 6 0
Operators of single unit full-fashioned machines	6 12 0
Operators of other full-fashioned machines (leggers and footers)—	
First year	6 6 0
Thereafter	6 12 0
Pliers	6 6 0
Welt turners	5 17 0
Board and press hands	5 16 0
Electric machine cutters	6 1 0
Hand cutters	5 18 6
Warpers	5 16 0
Hand knitters on flat machines	5 18 6
Circular machine knitters	5 16 0
Millmen, scourers, bleachers, and shrinkers	5 15 0
Leading hand employed on dye machines or vats	5 19 0
All other employees in dye house operating and/or attending machines	5 14 0
All other machine operators and/or attendants	5 14 0
Warehousemen	5 14 0
Oilers and cleaners	5 14 0
Toppers	5 14 0
Adult males not elsewhere specified	5 8 0

Adult Females.	First Three Months' Experience.	Second Three Months' Experience.	Thereafter.
	£ s. d.	£ s. d.	£ s. d.
Employees using Paramount or similar shapes	3 3 0	3 7 0	3 11 0
Operators of steam presses (excepting operatives of manual screw press)	3 3 0	3 6 6	3 10 0
Electric machine cutters	3 3 0	3 10 0	3 17 0
Hand cutters	3 3 0	3 7 0	3 11 0
Hand knitters on flat machines	3 3 0	3 7 6	3 12 0
Knitters on other machines	3 3 0	3 6 6	3 10 0
Linkers	3 3 0	3 7 6	3 12 0
Seamers, welters, overlappers, flat lockers, or interlockers	3 3 0	3 7 0	3 11 0
All other machine operators and/or attendants	3 3 0	3 6 6	3 10 0
Ironers	3 3 0	3 6 6	3 10 0
Clockers	3 3 0	3 7 6	3 12 0
Examiners, folders, graders, pairers, sorters, finishers, and parcelers; warehouse women in finished warehouse	3 3 0	3 6 0	3 9 0
Menders on full-fashioned hose	3 3 0	3 7 6	3 12 0
All other menders	3 3 0	3 6 6	3 10 0
Toppers	3 3 0	3 6 6	3 10 0
Other female employees not elsewhere specified	3 3 0	3 3 0	3 3 0

Until further order all adult employees engaged in the outer and under garment section of the industry shall be paid 2s. per week in addition to the above-mentioned weekly rate as part compensation for lost time.

(ii) Thereafter.

The rates shown in sub-clause (d) (i) hereof shall be increased by one shilling for males and sixpence for females.

ADDITIONAL PAYMENTS.

3. An employee who is employed as first-aid man or woman and who holds a first-aid certificate shall be paid 5s. per week extra.

PIECEWORK.

4. (a) The lowest piecework price payable to any outside worker for performing any of the undermentioned work shall be as specified in the following schedule, viz. :—

Description of Work.	Price per Garment.		
	Knitting and Crocheting.	Finishing.	Wholly Making up.
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
Pullovers, or sweaters, or jumpers, power fabric	0 9	2 3	3 0
Cardigans or jackets, power fabric	0 9	2 6	3 3
Pullovers, or sweaters, or jumpers, hand flat fabric	1 3	2 3	3 6
Cardigans or jackets, hand flat fabric	1 3	2 6	3 9

In the case of garments with a chest measurement not exceeding 32", the above prices may be reduced as follow :—

Knitting or crocheting	4d. per garment reduction.
Finishing	8d. " " "
Wholly making up	1s. 0d. " " "

(b) Except as provided in the preceding sub-clause any employer may fix piecework prices for any process provided such prices enable adult employees of average capacity to earn at least the minimum weekly rate prescribed for their respective classes with the addition of 15 per cent. A schedule of such piecework prices shall be posted in the mill or factory and a copy thereof forwarded to the secretary of the local branch of the Union.

(c) Piecework prices now paid may be readjusted by employers to meet new circumstances created by this Determination before the expiry of six months from the date on which this Determination comes into force, but thereafter such prices shall not be altered except by mutual agreement between the employer and pieceworkers concerned or by authority of the Secretary for Labour.

(d) Effect shall be given in piece-work earnings to alterations of the needs basic wage, and the minimum wage for adult females made in accordance with the provisions of clause 28 of this Determination. For that purpose an employer may alter his piece-work rates in accordance with paragraph (c) of this clause, or he may observe the following provisions :—

At the end of each working week the aggregate earnings of each piece-worker for such week shall be ascertained, and where such piece-worker has worked on each and every day ordinarily worked in such week, such aggregate earnings shall be increased or decreased—

- (i) in the case of males, by the sum by which the needs basic wage has been increased or decreased in accordance with the provisions of clause 28; and
- (ii) in the case of females by the sum by which the minimum wage for adult females in accordance with the provisions of clause 28.

but where the piece-worker has not worked on each and every day ordinarily worked in such week, then the aggregate earnings shall be increased or decreased by a part of such sum proportionate to the number of days worked, calculated to the nearest penny.

(e) If any groups of employees in any factory are dissatisfied with alterations made in piece-work rates they shall have the right to refer the matter to the Secretary for Labour for investigation.

(f) Where an employee has worked part of the week on piecework, he or she shall be entitled to his or her earnings in full for the actual time worked on piecework if the earnings are higher than the minimum rate for such time.

(g) Adults and juniors doing the same operations shall be paid the same piecework prices.

(h) As far as practicable, different grades of work shall be equitably divided between pieceworkers.

(i) A pieceworker who also instructs learners shall receive 10s. per week in addition to piecework earnings for the first week, 7s. 6d. for the second week, and 5s. for the third week, but at the end of the third week shall not be called upon to continue instructing a learner unless paid 5s. per week in addition to his piecework earnings.

(j) A pieceworker (adult or junior) called upon to perform work before the usual starting time or after the usual finishing time on any day, Monday to Saturday (inclusive), shall be paid, in addition to his or her normal piecework price.

(i) for the first three hours on any one of such days—at a rate per hour equivalent to 1/88th of the weekly rate prescribed for an adult employee of the same sex employed on the same work; and

(ii) for any overtime extending beyond such three hours—at a rate per hour equivalent to 1/44th of the weekly rate prescribed for an adult employee of the same sex employed on the same work.

Youths under 18 years of age and females who work overtime extending over ten hours in any week shall for any overtime beyond such ten hours be paid the rate prescribed by paragraph (ii) above. Provided that in mills or factories where 44 hours are worked in five days, Monday to Friday (inclusive), the maximum daily hours under this sub-clause for Saturday shall be four hours, before the increased overtime rate prescribed by paragraph (ii) shall operate.

(k) Pieceworkers on the employer's premises, at the employer's request, ready and willing to work, shall for each pay period receive at least the time rate prescribed for their occupations.

BONUS PAYMENTS.

5. (a) In all establishments in which tasks are set and employees are paid for extra production the tasks shall be so set as to permit adults of average capacity and juniors of average capacity in receipt of wages in excess of 25s. per week to earn at least 15 per cent. above the rates prescribed for their occupations, and so as to permit juniors of average capacity in receipt of wages between 17s. and 25s. per week to earn at least 20 per cent. in addition to the rates prescribed for their occupations.

(b) Particulars of the basis of bonus rates shall be supplied to the secretary of the local branch of the Union upon request being made to the employer for same.

(c) Adjustments of the bases of bonus rates shall be subject to mutual agreement between the employer and the bonus workers concerned, and if challenged they may be reviewed by the Secretary for Labour.

(d) If the Union claims that any employer has wrongly based a bonus rate on the time rate for juniors, it may submit such claim to the Secretary for Labour.

MIXED FUNCTIONS.

6. An employee engaged for more than half of one day, or shift on duties carrying a higher rate than his or her classification shall be paid the higher rate for such day or shift; if for less than half of one day or shift he or she shall be paid the higher rate for the time so worked.

WEEKLY HOURS.

7. That the number of hours to constitute an ordinary week's work shall be 44.

OVERTIME.

8. (a) Overtime shall be paid for work performed before the usual starting time and after the usual finishing time of each shift, or after any employee has completed the ordinary hours of duty, at time and a half for the first three hours on any one day, Monday to Saturday inclusive, and double time thereafter;

Provided, however, that in mills or factories where the 44 hours are worked in five days, Monday to Friday inclusive, time worked on Saturday shall be paid for at time and a half for the first four hours and double time thereafter.

(b) The usual starting and/or finishing time in any factory or part thereof shall not be altered, except on seven days' notice to the union.

(c) Employees required to work overtime for more than one hour without being notified the day immediately before that they will be required to work shall either be supplied with a meal by the employer or paid 1s. 6d. each. If the notice is given and overtime is not worked (except as a result of a breakdown in machinery or plant) the tea money prescribed herein shall be paid.

(d) Juniors under eighteen years of age for each period of overtime worked shall be paid 6d. up to two hours and 3d. for each additional hour or part of an hour in addition to their overtime earnings and any tea money to which they might be entitled.

Provided that the said sums of 6d. and 3d. shall not be payable to pieceworkers working overtime.

(e) Youths under eighteen years of age and females required to work overtime shall be paid overtime at the rate of time and a half to a maximum of three hours in any one day, Monday to Saturday inclusive, and ten hours in one week, and double time thereafter:

Provided that in mills or factories where the 44 hours are worked in five days, Monday to Friday inclusive, the maximum daily hours under this sub-clause for Saturday shall be four.

SHIFTS.

9. Shifts as hereunder set forth may be worked in the industry:—

(a) A day shift shall be a shift worked between the hours of 7 a.m. and 7 p.m. on Monday to Friday inclusive, and between the hours of 7 a.m. and 12 noon on Saturday.

(b) A night shift shall be a shift worked between the hours of 7 p.m. and 7 a.m. on Monday to Saturday inclusive.

(c) By mutual arrangement between an employer and his employees and with the concurrence of the Union, the hours of duty prescribed herein for night shift workers may be worked in four shifts without payment of overtime.

Under any such arrangement, all hours of duty beyond ten hours, even if they come within the starting and finishing times of a shift, shall be paid for at overtime rates.

(d) Subject to the emergency provisions hereafter appearing, females shall be prohibited from working between the hours of 9 p.m. and 7 a.m. Provided that for the duration of the war the following provisions shall apply:—

Female employees and male juniors under seventeen years may be required to work between the hours of 6 a.m. and 9 p.m., subject to the following conditions:—

(1) One shilling per shift extra shall be paid for each short shift.

(2) An additional 6d. per shift shall be paid for each shift commencing before 7 a.m.

(3) Time and a half shall be paid for all time worked after noon on Saturday.

(4) No employee under the age of sixteen years shall be employed before 7 a.m.

(5) (i) No short shift of females under these emergency provisions shall be substituted for any existing afternoon or night shift carried on by male labour.

(ii) Where two shifts of females are employed by virtue of these provisions, as well as a night shift of males, at least one shift of females shall be dispensed with, if and when it is desired to work only two shifts.

(6) Where junior male employees of seventeen years of age are required to work on an afternoon or night shift, they shall be paid the wage rate for a junior male of eighteen years.

(e) Except in the case of employees employed under the provisions of sub-clause (d) of this clause, shift workers (adult and junior), whilst working intermediate or night shifts, shall for such shifts be paid at the rate of 10s. per week, in addition to the rates payable to day shift workers.

(f) Short shifts of male employees over sixteen years of age may be worked at the discretion of the employer. For work done on such shifts (other than work done between noon on Saturday and midnight on Sunday) payment shall be made at the rate of 10s. per week of 44 hours, in addition to the rates payable to dayshift workers.

(g) As far as practicable employees shall work shifts in rotation.

(h) Subject to the provisions of sub-clause (d) of this clause for all work done by a shift worker on Saturday afternoon time and a half shall be paid until 5 p.m., and thereafter double time.

(i) An employee who is required to change from one shift to another without two days' notice of such change of shifts shall be paid 3s. extra as compensation for change.

(j) Shift workers may be required to work until the completion of their shifts on holidays without the payment of holiday rates, provided they are not required to work on the night shift commencing on a holiday.

Where a holiday prescribed by this Determination is observed on a Monday, shift workers may be given time off on the shift commencing on the Sunday night preceding a holiday, and in such event shall be required to work on the usual night shift commencing on the holiday, without additional pay.

Provided that where an employee works two complete shifts on a holiday both shifts shall be paid for as holiday shifts.

TERMS OF ENGAGEMENT.

10. (a) Engagement in the industry shall be on an hourly basis, except that notice equivalent to 44 working hours shall be given on either side to terminate employment. Such notice may be given at any time. This shall not affect the right of the employer to stand down employees at any time when no work is offering or 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 usefully be employed because of any strike, or through any breakdown of machinery, or any stoppage of work, or any cause for which the employer cannot reasonably be held responsible.

(b) In lieu of such 44 working hours' notice, except in circumstances referred to in sub-clause (a) hereof, 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 due.

(c) Where the employer terminates the employment of an employee within two weeks prior to a day on which a holiday occurs, and such employee is re-engaged within a period of two weeks after such holiday or holidays, the employer shall be paid for such holiday or holidays prescribed by this Determination, provided that such employee has been employed by the employer for a period of at least two weeks prior to the termination of employment.

(d) Any day worker starting work shall be entitled to at least half a day's pay, and any pieceworker to half a day's work.

MEAL HOURS.

11. (a) A meal interval of not less than 45 minutes and not more than one hour shall be allowed each day, provided that, by mutual arrangement between the employees and the employer, a shorter meal time may be fixed, in which case it shall not be less than 30 minutes.

(b) Time and a half rates shall be paid to any employee required to work during his or her meal hour. No employee shall be compelled to work for more than five hours without a break for a meal. Provided, however, that where three shifts are worked in a continuous process and it is mutually arranged, there shall be no break for meals, but employees may take their meals in the employer's time as opportunity offers.

(c) An employee engaged in the maintenance of plant shall, when breakdowns occur, work meal hours at the ordinary rates herein prescribed whenever instructed so to do.

(d) Meal intervals having been fixed shall not be altered except on seven days' notice to the Union.

HOLIDAYS AND SUNDAY WORK.

12. (a) Subject to the limitations mentioned hereinafter the following days shall be regarded as public holidays under this Determination:—New Year's Day, Good Friday, Easter Saturday (in establishments working a six-day week), Australia Day, Easter Monday, Labour Day, King's Birthday, Anzac Day, Christmas Day, and Boxing Day, or any other day observed in lieu thereof, or observed by local custom and substituted for one of the days hereinbefore mentioned with the consent of the appropriate branch of the Union. Provided that, on and from the 1st day of November, 1943, in the Metropolitan District of Melbourne, Melbourne Cup Day, or while Regulation 5 of the Nationality Security (Supplementary) Regulations (Statutory Rule No. 242 of 1942) or a regulation to the same effect is in force the first Monday in November shall be substituted for King's Birthday.

(b) Employees shall be paid for any of such holidays as fall on an ordinary working day of their employer's establishment, such payment to be to the full extent of the ordinary daily wage.

(c) Pieceworkers shall be paid for such holidays even though not worked at the ordinary rates payable to employees on time work doing the same class of work.

(d) Where an employee is absent from his or her employment on the working day or part of the working day before or after a holiday without reasonable excuse, or without the employer's consent, the employee shall not be entitled to payment for such holiday.

(e) When an employee is absent through illness or other reasonable cause from his or her employment for a period exceeding fourteen days the employee shall not be entitled to payment for any holidays occurring during such period of absence:

Provided that where an employer consents to an employee having leave beyond the fourteen days abovementioned, payment shall be made for such holiday or holidays occurring in the period of absence.

(f) Production work in any factory is prohibited on Sundays unless in extraordinary circumstances and then only with the consent of the Secretary for Labour.

(g) All work done by time workers on the holidays prescribed in sub-clause (a) hereof and all work done by time workers on Sundays shall be paid for at the rate of ordinary time in addition to the ordinary rate; all such work done by pieceworkers shall be paid for at the ordinary rate payable to employees on time work doing the same class of work in addition to such piecework earnings.

(h) All employees engaged on repairs or renewals of the employer's plant or machinery necessary for the resumption of work the next following working day, or for maintaining the continuity of electric light and power (not including the installation of new machinery) shall, if worked on holidays and Sundays be paid at the rate of time and a half.

SICK LEAVE.

13. (a) An employee who is absent from 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 unless he has been in the service of the employer concerned for at least three months immediately prior to such absence.

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

(iii) 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.

(iv) He shall prove to the satisfaction of the employer (or, in the event of dispute, to the Secretary for Labour) that he was unable on account of such illness or injury to attend for duty on the day or days for which sick leave is claimed. For such purpose the employer may require an employee to make a statutory declaration verifying the cause of his absence.

(v) He shall not be entitled in any year to leave in excess of 44 hours of working time, nor to payment in excess of 44 hours at ordinary rates, nor in the case of an employee working short shift, payment in excess of a week's wages for such shift.

(b) A piece worker entitled to paid leave of absence under this clause shall be paid at the time-work rate applicable to his classification.

(c) For the purpose of sub-clause (a) of this clause an employer may arrange with the secretary of the local branch of the Union for the recognition of a specified date as the commencing date of each year; and when so arranged such date shall be binding for that purpose on the Union, that employer and all his employees. In the absence of any such arrangement, "year," for the purpose of sub-clause (a) of this clause, shall mean:—

(i) In the case of an employee in the service of an employer on the 1st May, 1943, a year of service commencing on that date; except in a case where the employer has before that date allowed paid sick leave, when it shall mean the year of service then current.

(ii) In other cases, a year of service in the employ of the employer concerned.

ANNUAL LEAVE.

Period of Leave.

14. (a) A period of fourteen consecutive days' leave shall be allowed annually to an employee after twelve months' continuous service (less the period of annual leave) as an employee in any one or more of the occupations to which this Determination applies.

Seven-day Shift Workers.

(b) 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-day 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.

Annual Leave Exclusive of Public Holidays.

(c) Subject to this sub-clause the annual leave prescribed by this clause shall be exclusive of any of the holidays prescribed by clause 12 of this Determination and if any such holiday falls within an employee's period of annual leave and is observed on a day which in the case of that employee would have been an ordinary working day there shall be added to that period one day for each such holiday falling as aforesaid.

Where a holiday falls as aforesaid and the employee fails without reasonable cause proof whereof shall be upon him to attend for work at his ordinary starting time on the working day immediately following the last day of the period of his annual leave he shall not be entitled to be paid for any such holiday.

Broken Leave.

(d) 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.

Calculation of Continuous Service.

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

- (i) any interruption or determination of the employment by the employer if such interruption or determination has been made merely with the intention of avoiding obligations hereunder in respect of leave of absence;
- (ii) any absence from work on account of personal sickness or accident or on account of leave lawfully granted by the employer; or
- (iii) any absence with reasonable cause proof whereof shall be upon the employee.

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 inform the employer in writing if practicable within 24 hours of 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. A notification given by an employee pursuant to clause 13 shall be accepted as a notification under this sub-clause.

Any absence from work by reason of any cause not being a cause specified in this sub-clause shall not be deemed to break the continuity of service for the purposes of this clause unless the employer during the absence or within fourteen days of the termination of the absence notifies the employee in writing that such absence will be regarded as having broken the continuity of service.

In cases of individual absenteeism such notice shall be given in writing to the employee concerned, but in cases of concerted or collective absenteeism notice may be given to employees by the posting up of a notification in the plant, in the manner in which general notifications to employees are usually made in that plant and by posting to each union whose members have participated in such concerted or collective absenteeism a copy of same not later than the day it is posted up in the plant.

A notice to an individual employee may be given by delivering same to him personally or by posting it to his last recorded address, in which case it shall be deemed to have reached him in due course of post.

In calculating the period of twelve months' continuous service any such absence as aforesaid shall not, except to the extent of not more than fourteen days in a twelve-monthly period in the case of sickness or accident, be taken into account in calculating the period of twelve months' continuous service.

Calculation of Service.

(f) Service before the date of operation of this Determination 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 varied. Provided however that in respect of service before the 1st January, 1946 the annual leave shall be allowed at the rate of $3\frac{3}{4}$ hours for each completed one month of continuous service and in respect of service after that date at the rate of $7\frac{1}{4}$ hours for each completed one month of continuous service. Any broken part of a month served before the 1st January, 1946, shall for the purposes of this clause be deemed to be service after the 1st January, 1946. The period of annual leave to be allowed under this sub-clause shall be calculated to the nearest day any broken part of a day in the result not exceeding half a day to be disregarded.

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

Calculation of Month.

(g) 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 as ending at the end of such subsequent month.

Leave to be Taken.

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

Time of Taking Leave.

(i) Annual leave shall be given at a time fixed by the employer within a period not exceeding six months from the date when the right to annual leave accrued and after not less than two weeks' notice to the employee.

Leave Allowed Before Due Date.

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

Where leave has been granted to an employee pursuant to this sub-clause 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 by clause 12 of this Determination.

Payment for Period of Leave.

(k) Each employee before going on leave shall be paid two weeks' wages, except a seven-days shift worker who 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. For the purposes of this sub-clause and sub-clause (l) hereof wages shall be at the rate prescribed by clause 2 of this Determination for the occupation in which the employee was ordinarily employed immediately prior to the commencement of his leave or the termination of his employment, as the case may be. Payment in the case of employees employed on piece or bonus work or any other system of payment by results shall be at time rates.

Proportionate Leave on Dismissal.

(l) If after one month's continuous service in any qualifying twelve-monthly period an employee lawfully leaves his employment or his employment is terminated by the employer through no fault of the employee, the employee shall be paid at his ordinary rate of wage for $3\frac{3}{4}$ hours in respect of each completed one month of continuous service before the 1st January, 1946, and for $7\frac{1}{4}$ hours at the same rate in respect of each completed month of continuous service after that date, the service in each case being service in respect of which leave has not been granted hereunder.

Annual Close Down.

- (m) Where an employer closes down his plant, or a section or sections thereof, for the purposes 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 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 then 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.
 - (iv) If in the first year of his service with an employer an employee is allowed proportionate annual leave under paragraph (i) 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 (i) of this clause subject to adjustment for any proportionate leave which he may have been allowed as aforesaid.

LIMITATIONS.

15. (a) Where practicable, each machine must be stopped when being cleaned, the cleaning to be done in his or her working hours by the employee whose duty it is to do so.
- (b) No female shall be required to lift or carry any article or goods weighing more than 30 lb. without one assistant for every 30 lb. weight.
- (c) The occupations in which females are employed at the time of the making of this Determination shall not be extended in any factory without the consent of the Secretary for Labour.
- (d) No female shall be required to use an iron weighing more than 8½ lb.
- (e) No female shall be employed operating a manual screw press other than those now employed, and the rates now paid to females for such work shall be continued. In factories in which other forms of presswork are done exclusively by males, no females shall do such work until the Secretary for Labour certifies that the conditions are suitable for the introduction of female labour.
- (f) One operator receiving not less than an adult operator's wage shall be employed on full-fashioned machines totalling eighteen heads or more.

GENERAL.

16. (a) *Hot Water.*—Employees shall be provided with hot water free of charge.
- (b) *Seats for Female Employees.*—When requested by employees, and where practicable, suitable seats shall be provided by the employer for female employees in positions handy to their work.
- (c) *Rest Room.*—In factories where ten or more female employees are employed, a properly ventilated rest room shall be provided by the employer for the use of such female employees. It shall contain a suitable couch, two easy chairs, and a rubber hot water bag.
- (d) *Dining Room.*—Proper dining room accommodation shall be provided by the employer when requested to do so by a majority of his employees.
- (e) *First Aid Chest.*—The employer shall provide a properly equipped first aid chest at a place or places reasonably accessible to all employees. Such chest shall comply, as to its contents, with the requirements of the Factories and Shops Acts.
- (f) *Clothing.*—When requested by the employees concerned, the employer shall provide employees working in the wool scouring dye house, bleach house, milling and scouring, yarn dyeing and piece carbonizing (except piece drying) departments with suitable protective clothing, such as gloves and top boots or clogs, and (when working with acids) aprons. Employees shall take reasonable care of clothing so provided.
- (g) *Tools of Trade.*—All materials and appliances required for the cleaning of machinery shall be supplied by the employer free of charge.
- (h) *Changing Accommodation.*—Separate dressing accommodation shall be provided by the employer for male and female employees.
- (i) *Tea Break.*—Female employees shall be allowed a period of not less than ten minutes for rest and refreshments during each day or shift, to be taken at times to be mutually arranged; reasonable facilities shall be provided by the employer for female employees to have refreshments during such interval, if they so desire—provided:—
 - (i) that such period shall not be allowed within one hour of commencing or finishing work for the day, or for a meal break; and
 - (ii) this sub-clause shall not apply to employees working a short shift who are allowed crib time without deduction of pay; and
 - (iii) that employees shall conform to such arrangements as the employer may make to ensure the continuity of machine operations.
- (j) *Floor Coverings.*—Where practicable suitable floor coverings shall be placed before machines, and no employee shall be called to stand on a bare concrete, or brick or stone floor when operating or attending to a machine.

PAYMENT OF WAGES.

17. Wages shall be paid weekly not later than Friday.
- Wages shall be paid during working hours, and any employee kept waiting for his or her wages, beyond the ordinary working hours, shall be paid at overtime rates for such waiting time.
- Where the services of an employee are dispensed with, wages shall be paid to him on the day of dismissal or forwarded to him by post on the day following.
- Not more than two days' pay of each employee shall be kept in hand by an employer.

NOTICE BOARD.

18. The employer shall permit a notice board to be erected in a prominent position in his establishment upon which representatives of the Union shall be allowed to post notices in connexion with union meetings or other legitimate business of the Union, provided such notices are not objected to by the management. In the event of a conflict of opinion as to whether a notice is objectionable, the matter shall be referred to the Secretary for Labour.

POSTING OF DETERMINATION.

19. A copy of this Determination shall be posted by each employer in a prominent and accessible place in his establishment.

SHOP STEWARDS.

20. Shop stewards to the number of one in each department shall be recognized by the employer, and not more than three of such shop stewards shall be allowed time off during working hours to interview the employer if there is any legitimate complaint.

RIGHT OF ENTRY.

21. The secretary or branch secretary of the Union, or any person authorized by the Union, shall have the right to enter any factory or workshop for the purpose of interviewing and conversing with employees during the lunch hour or non-working time. If any official so authorized makes himself objectionable during any such visit his right to visit may be determined by the employer affected. The official shall have the right to bring such refusal before the Secretary for Labour.

CERTIFICATE OF SERVICE.

22. An employee, if he or she asks for it, shall be entitled on termination of service, to a certificate of length of service with an employer and the nature of the work he or she was employed upon.

TIME AND WAGES BOOK.

23. (a) An employer shall keep a time and wages book or record in English showing the name of each employee, the age and/or experience of each employee paid as a junior under clause 2 hereof, the occupation of each employee, the hours worked each day or each week, and the wages and/or allowances paid each week.

(b) (i) When any junior employee is engaged the employer shall obtain and file in his records a Certificate or Declaration as to the age and experience of such junior employee, which shall be open for inspection, as provided herein.

(ii) Any employee giving misleading or false information as to his or her experience and/or age shall be liable to penalties for breach of the Determination.

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

(d) The time and wages book or record shall be open for inspection to a duly accredited official of the Union during the usual office hours at the employer's office or other convenient place, provided that no inspection shall be demanded unless the secretary of the Union, or the branch secretary or organizer of any division, suspects that a breach of this Determination is being, or has been, committed. Provided also that only one demand for such inspection shall be made in any one fortnight at the same establishment.

OUTSIDE WORKERS.

24. (a) No work of any description or class covered by this Determination shall be done or performed outside the employer's factory or workshop, except by a person who holds an outside worker's licence issued by the Secretary for Labour: Provided that no such outside worker shall employ any other person or persons whatsoever, save and except members of such worker's own family.

(b) An employer shall not have more than one outside worker for every twenty inside workers or fraction thereof.

(c) An outside worker shall be deemed to be a person who works by himself or herself, except as provided in sub-clause (a), and is not employed in a workshop or factory.

(d) The outside worker shall not work during any part of the day inside a workshop or factory.

(e) Outside workers shall be paid at the rates provided in this Determination.

(f) Outside workers shall be provided free of charge with all yarn and/or other materials used in connexion with their work.

(g) Where an employer delivers and/or collects the work of such outside workers the outside workers shall not be charged for such delivery and/or collection.

(h) Every employer who has work done elsewhere than in his factory or workshop shall complete, each calendar month, in respect of each outside worker in his employ, a return in the form prescribed by Schedule "A" to this Determination. Such return shall be lodged with the Secretary for Labour within seven days after the end of the calendar month to which it refers.

Every outside worker shall complete, each calendar month, in respect of the work done by him or her, a return in the form prescribed by Schedule "B" to this Determination. Such return shall be lodged with the Secretary for Labour within seven days after the end of the calendar month to which it refers.

(i) No employer shall, except as provided in this clause, require or order or cause to be performed or contract for the performance of work of any class covered by or referred to in this Determination (including the work of preparing any material for manufacture or materials so prepared)—

(1) In any place other than his usual workshop or factory; and/or

(2) By any person or persons other than his employees usually employed at such workshop or factory.

(j) Nothing herein contained shall affect the right of the employer covered by this Determination to contract, sub-contract, let, or sub-let to any person employing not less than four persons (exclusive of members of his or her own family) who conducts a workshop or factory, and is affected by this Determination.

LIMITATION OF EMPLOYER'S LIABILITY.

25. Where an employer has made a payment to an employee, which payment purports to be a payment of the wages payable under this Determination to the employee for any period such employee shall not recover from his employer any further sums prescribed by this Determination in respect of any services rendered to such employer during such period, unless within a period of three calendar months after the last day of such period a demand in writing of such further sum claimed has been given to the employer by the employee.

DEFINITIONS.

26. (a) A "leading hand" is an employee who, under the direction of the management, supervises the work of a shift or gang of other employees, not exceeding seven in number.

(b) "Union" means the Victorian branch of the Australian Textile Workers' Union.

(c) "Machine operator and/or attendant" means an employee who in the course of his duty is called upon to operate a machine and does not include an employee whose sole duty is carrying material to and from a machine.

(d) "Continuous process" means the working of three shifts per day between midnight on Sunday and noon on the following Saturday.

(e) "Experience" for the purpose of calculating margins or rates under clause 2 of this Determination shall include all experience in the classification concerned, whether as a junior or an adult.

PERIODICAL ADJUSTMENT OF WAGES.

27. (a) ADULT MALES.—The wages rates for adult males set out in clause 2 are based upon the following basic wage rates and, pursuant to the provisions of section 21 of the *Factories and Shops Act 1934*, the Board determines that such rates shall be automatically adjusted as prescribed by Clause 28.

Place.	Needs Basic Wage (Adjustable).	Constant Loading.	Total Basic Wage.	Index Number Set Assigned.						
	£ s. d.	s. d.	£ s. d.							
Throughout the State	5 1 0	5 0	5 6 0	<table style="display: inline-table; vertical-align: middle;"> <tr> <td>Sydney ..</td> <td rowspan="5">} Weighted average.</td> </tr> <tr> <td>Melbourne ..</td> </tr> <tr> <td>Adelaide ..</td> </tr> <tr> <td>Perth ..</td> </tr> <tr> <td>Hobart ..</td> </tr> </table>	Sydney ..	} Weighted average.	Melbourne ..	Adelaide ..	Perth ..	Hobart ..
Sydney ..	} Weighted average.									
Melbourne ..										
Adelaide ..										
Perth ..										
Hobart ..										

(b) ADULT FEMALES.—The minimum wage for adult females shall be sixty per centum of the needs basic wage and constant loading for males, calculations to be made to the nearest sixpence, any exact threepence in the result to be reckoned as sixpence.

(c) MARGINS, ADULT MALES.—To adult males of the undermentioned classes there shall be paid the total basic wage referred to in clause 27 (a) hereof, with the addition of the marginal additions set opposite such classes respectively.

	Margin.	
	£	s. d.
Mechanics on full-fashioned machines	1	7 0
Mechanics on all other machines	1	1 0
Operators of single unit full-fashioned machines	1	7 0
Operators of other full-fashioned machines—leggers and footers—		
First year	1	1 0
Thereafter	1	7 0
Pliers	1	1 0
Welt turners	0	12 0
Board and press hands	0	11 0
Electric machine cutters	0	16 0
Hand cutters	0	13 6
Warpers	0	11 0
Hand knitters on flat machines	0	13 6
Circular machine knitters	0	11 0
Millmen, scourers, bleachers and shrinkers	0	10 0
Leading hand employed on dye machines or vats	0	14 0
All other employees in dye house operating and/or attending machines	0	9 0
All other machine operators and/or attendants	0	9 0
Warehouseman	0	9 0
Oilers and cleaners	0	9 0
Toppers	0	9 0
Adult males not elsewhere specified	0	3 0

(d) JUNIOR RATES.—The minimum rates to be paid to junior employees shall be as follows:—

(i) Junior Males—

Age.	Percentage of Needs Basic Wage.	Constant Loading. Per Week.
		s. d.
Under 16 years of age	27½	0 6
16 years of age	30	0 9
16½ years of age	40	0 9
17 years of age	45	1 0
17½ years of age	50	1 0
18 years of age	55	1 0
18½ years of age	65	1 0
19 years of age	70	2 0
19½ years of age	80	2 0
20 years of age	85	2 0
20½ years of age	95	2 0

(ii) Junior Females—

Age.	Percentage of Needs Basic Wage.
Under 16 years of age	27½
At 16 years of age	31
At 16½ years of age	34
At 17 years of age	37½
At 17½ years of age	41
At 18 years of age	44
At 18½ years of age	47½
At 19 years of age	51
At 19½ years of age	54
At 20 years of age	57
At 20½ years of age	61

(iii) The total wage to be calculated to the nearest sixpence, any exact threepence in the result to be reckoned as sixpence.

ADJUSTMENT OF BASIC WAGE.

28 (i) (a) For the purposes of this Determination, the expression "Commonwealth Statistician's 'all items' 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.

(b) Until the beginning of the first pay period to commence in May, 1947, the amounts of the Basic Wage shall be as prescribed in clause 27.

(c) During each future successive period beginning with the first pay period to commence in a May, an August, a November, or a February, the amount of the needs basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's "all items" retail price index number by the factor .087 taken to one place of decimals, the resultant whole number being the amount of the basic wage expressed in shillings, but should the decimal number reach .5 or more the basic wage shall be taken to the next higher shilling.

(ii) ADJUSTMENT OF WAGES OF ADULT FEMALES.—(a) For work done by adult female employees until the beginning of the first pay period to commence in February, 1946, the amounts of wage rates prescribed for them by clause 2 hereof shall be paid.

(b) Thereafter the amounts of wage rates prescribed for them by clause 2 hereof shall be increased or decreased (as the case may be) whenever and wherever there is any alteration in the minimum wage for adult females calculated in accordance with clause 27 hereof and by the amount of the relevant alteration in such minimum wage.

SCHEDULE "A"—See clause 24 (h).
EMPLOYER'S RETURN IN RESPECT OF OUTSIDE WORKER.

Return for the month of _____
 Name of employer _____
 Address _____

—	Type of Garment.	Weight.	Gauge of Machine.	Quantity.	Price.		
					Knitting.	Finishing.	Total.
Knitted Fabrics ..				Dozen.	£ s. d.	£ s. d.	£ s. d.
Garments							
Hose							
Half Hose							

Weight and description of raw material supplied _____

By whom made .. { Name _____
 Address _____

Signature of employer _____
 Note.—Supplies of this form may be obtained from the Secretary for Labour, Spring-street, Melbourne.
 To be lodged within seven days after the end of each calendar month.

SCHEDULE "B"—See clause 24 (h).
OUTSIDE WORKER'S RETURN.

For month of _____
 Name of outside worker _____
 Address _____

—	Type of Garment.	Weight.	Gauge of Machine.	Quantity.	Price.		
					Knitting.	Finishing.	Total.
Knitted Fabrics ..				Dozen.	£ s. d.	£ s. d.	£ s. d.
Garments							
Hose							
Half Hose							

Weight and description of raw material supplied _____

For whom made .. { Name _____
 Address _____

Signature of outside worker _____
 Note.—Supplies of this form may be obtained from the Secretary for Labour, Spring-street, Melbourne.
 To be lodged within seven days after the end of each calendar month.

P. A. RANGLES, J.P., Chairman.
 J. V. WILLOX, Secretary.

Melbourne, 20th January, 1947.



VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

[Registered at the General Post Office, Melbourne, for transmission by post as a newspaper.]

No. 179]

THURSDAY, MARCH 6.

[1947

Factories and Shops Acts.

DETERMINATION OF THE WHOLESALE GROCERS BOARD.

NOTES.—(a) This Determination applies to the whole of the State of Victoria.

(b) On the 23rd December, 1912, the powers of the Wholesale Grocers Board were extended to enable it to fix rates for persons employed in the business of a wine and spirit merchant.

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 business of a wholesale grocer, including a seller of tea," has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence on or after the 13th February, 1947, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

APPRENTICES AND IMPROVERS.	ALL OTHER EMPLOYERS.					
Wages per week. £ s. d.	Wages per week.					
	Within the cities of Ballarat and Ben- digo, and the boroughs of Eaglehawk and Sebastopol.		All other parts of Victoria where this Determina- tion applies.			
	£	s.	d.	£	s.	d.
Under 16 years of age	1	9	0			
16 years of age	1	15	3			
17 " "	2	5	6			
18 " "	3	0	6			
19 " "	3	17	3			
20 " "	4	13	9			
PROPORTION (IN ANY PLACE).						
<i>Apprentices.</i>						
One apprentice to every three or fraction of three workers receiving not less than 113s. per week.						
An indenture of apprenticeship prescribed by the Board was approved on 24.5.1923.						
<i>Improvers.</i>						
One improver to every three or fraction of three workers receiving not less than 113s. per week.						
Head cellarman, i.e., the principal employee engaged in testing, blending, reducing, or fining wines or spirits						
	6	8	0	6	11	6
Leading hand in charge of storemen only—						
10 or more storemen						
	6	14	6	6	18	0
6, 7, 8, or 9 storemen						
	6	8	0	6	11	6
1, 2, 3, 4, or 5 storemen						
	5	19	6	6	3	6
Leading hand in charge of persons other than storemen or of storemen and other persons—						
10 or more persons						
	6	8	0	6	11	6
6, 7, 8, or 9 persons						
	5	19	6	6	3	6
1, 2, 3, 4, or 5 persons						
	5	18	0	6	2	0
Storeman employed singly						
	5	19	6	6	3	6
All others						
	5	13	0	5	18	0

NOTE.—"Leading hand" means an adult employee who, notwithstanding that he may be under the orders of a superior, has by the instructions of his employer one or more adult employees usually under his direction.

HOURS OF WORK.

3. The number of hours to constitute an ordinary week's work shall be 44.

4. TIMES OF BEGINNING AND ENDING WORK—

Times of Beginning. Not earlier than—	Times of Ending. Not later than—	
7.35 a.m.	12 noon	On Saturday, or the day on which the weekly half-holiday is observed.
7.35 a.m.	5.30 p.m.	On the other working days of the week.

OVERTIME.

5. The following rates shall be paid for all work done:—

Outside the times of beginning and ending work in any day	} First two hours—Time and a half, thereafter—Double time.
Within the times of beginning and ending work, in excess of the maximum number of hours prescribed in clause 3	} Time and a half.

TEA MONEY.

6. Any employee required to work overtime for a period in excess of one hour after the time fixed for ending work shall be allowed two shillings and sixpence tea money in addition to overtime rates as prescribed for in this Determination.

TERMS OF ENGAGEMENT.

7. (a) Employees are to be engaged as weekly or casual employees. A weekly employee is one engaged by the week and paid by the week, and whose engagement shall be terminable by one week's notice on either side, such notice not to be continued from week to week.

(b) After one full week's work, such notice may be given to a weekly employee at any time, but an employer may pay one week's wages in lieu of notice.

(c) Casual employees shall be guaranteed not less than two hours' engagement every start.

(d) A weekly employee to be entitled to the weekly wage shall be available, ready, and willing to perform his or her usual work during the days and hours usually worked by such class of employee, and may be summarily dismissed for dishonesty, misconduct, neglect of duty, or for absence from work without reasonable cause, and in the event of such dismissal the employee shall be paid only for the time actually worked.

CASUAL EMPLOYEES.

8. Casual employees, i.e., employees engaged for less than two full weeks shall be paid at ordinary wages rate with an addition of thirty-three and one-third per centum.

HOLIDAYS.

9. Employees, provided their services are not required, shall be entitled to the following public holidays without deduction of pay:—New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, King's Birthday, Melbourne Show Day, Melbourne Cup Day, Christmas Day, and Boxing Day.

SPECIAL RATES.

10. Double time shall be the special rate for all work done on Sundays, New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, King's Birthday, Melbourne Show Day, Melbourne Cup Day, Christmas Day, and Boxing Day; but if any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays, then the special rate shall be payable only for the day so substituted.

ANNUAL HOLIDAYS.

11. 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.

REST INTERVAL.

12. There shall be a rest interval of 10 minutes at a time fixed by the employer between 10 a.m. and 11.30 a.m. on each day (Monday to Friday inclusive in each week) for each employee, such time to count as time worked.

CERTIFICATE OF SERVICE.

13. Any worker when leaving or being discharged from his or her employment shall be given by the employer a certificate stating the date when such employment began and the date when such employment terminated.

PAY DAY.

14. Payment of wages shall be made not later than Thursday of each week and during the ordinary working hours.

SICK PAY.

15. (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 the provisions of sub-clause (a) hereof, if the full period of such leave as prescribed 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 eighteen days, which shall be the maximum amount of leave to which an employee shall be entitled in any year without deduction of pay.

For the purposes of this sub-clause service prior to the 25th November, 1943, shall be disregarded.

UNION PICNIC DAY.

16. All establishments covered by this Determination shall close and be kept closed on the day fixed as Union Picnic Day.

FIRST-AID OUTFIT.

17. In each establishment the employer shall provide and continuously maintain, at a place reasonably accessible to all employees, an efficient first-aid outfit.

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

J. V. WILLOX, Secretary.

Melbourne, 13th February, 1947.



VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

[Registered at the General Post Office, Melbourne, for transmission by post as a newspaper.]

No. 180]

THURSDAY, MARCH 6.

[1947

Factories and Shops Acts.

DETERMINATION OF THE CHAFF-CUTTERS BOARD.

NOTE.—This Determination applies to the whole State of Victoria.

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which since 13th 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—

- employed in the process, trade, or business of chaff-cutting, corn-crushing, or compressing fodder; or in the trade of corn cleaning or corn grading;
- employed in carting or driving or assisting in carting or driving in connexion with the trade or business of chaff-cutting, corn-crushing, or compressing fodder;
- employed in the process, trade, or business of threshing when such process, trade, or business is carried on in a stationary mill,

has made the following Determination, namely:—

1. That as from the 1st January, 1947, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

Apprentices or Improvers.		Other Employees.	
Wages per week of 44 hours.		Wages per week of 44 hours.	
<i>Apprentices.</i>		CHAFF-CUTTING, CORN-CRUSHING, COMPRESSING FODDER, OR THRESHING.	
	<i>s. d.</i>		<i>s. d.</i>
1st year	58 0	Foreman (i.e., the man who gives instructions to, and is responsible for the work done by, 4 or more employees)	124 0
2nd "	62 3	Drivers of Motor trucks—	
3rd "	74 3	(a) having a carrying capacity under two tons ..	122 0
4th "	82 0	(b) having a carrying capacity two tons or over ..	127 0
5th "	94 0	Carter driving one horse	120 0
		" " two horses	124 6
		And 2s. extra per week for every additional horse.	
		Chaff-cutter feeders—	
		(a) in stationary mills	121 6
		(b) on travelling plants	127 6
		Stablemen	112 0
		All others—	
		(a) in stationary mills	119 0
		(b) on travelling plants	125 0
		CORN-CLEANING OR CORN-GRADING.	
		Foreman (i.e., the man who gives instructions to, and is responsible for the work done by, 4 or more employees)	124 0
		All others	119 0
PROPORTION (IN ANY PLACE).			
<i>Apprentices.</i>			
One apprentice to every three or fraction of three workers receiving not less than 112s. per week of 44 hours.			
An indenture of apprenticeship, prescribed by the Board, was approved on 6th June, 1923.			
<i>Improvers.</i>			
One improver to the first three or fraction of three workers, and thereafter one improver to every three workers receiving not less than 119s. per week of 44 hours.			

ALLOWANCES.

3. To the amounts otherwise prescribed in this Determination shall be added the following:—

- Driver of a 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 1s. per day.
- 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.
- Driver of a motor vehicle to which a trailer is attached—for each day or portion thereof upon which he is called upon to drive such vehicle 1s. per day
- An allowance equivalent to double time or double rates, as the case may be, shall be paid to any employee whilst he is handling West Australian hay infested with mites (*Pediculoides ventricosus*).

4. TIME OF BEGINNING AND ENDING WORK.

	Time of Beginning.	Time of Ending.		
		Five Days in the Week.		The Day the Half-holiday is Usually Observed.
		Within the Metropolitan District.	Outside the Metropolitan District.	
Employees on a travelling chaffcutter or a travelling straw or fodder press	7.30 a.m.	5.30 p.m.	5.30 p.m.	12 noon
Carters	7.45 a.m.	5.30 p.m.	5.30 p.m.	12 noon
All other employees	7.45 a.m.	5.30 p.m.	5.30 p.m.	12 noon

STANDING OFF TIME.

5. Any employee who on any day between the times of beginning and ending work as set out in this Determination, works beyond the ordinary daily hours usually worked in his employer's establishment shall not, in order that his weekly hours may be adjusted so as not to exceed 44, be stood off for any time by his employer on any day other than the day usually observed as the half holiday.

OVERTIME.

6. The following rates shall be paid for overtime—

	Persons Compressing Fodder.	Persons on Other Work.
Outside the time of beginning and ending work—		
Between 12 noon and midnight on the day on which the half holiday is usually observed	Time and a half	Time and a half
Between 5.30 p.m. and midnight on the other working days	" "	" "
Between midnight and 7.45 a.m. on any day	" "	" "
Within the time of beginning and ending work in excess of the hours fixed as a week's work	" "	" "

SPECIAL RATES.

7. (a) Double time shall be the rate for all work done on Sundays.

(b) Double time shall be the rate for all work done on New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, King's Birthday, Christmas Day, Boxing Day, Melbourne Cup Day (only within the Metropolitan District as defined in the Factories and Shops Act and Order in Council thereunder, and the Shires of Keilor, Kyneton, Melton, Corio and Werribee and Werribee District Farmers' Picnic Day (within the Shires of Corio and Werribee) until the termination of the war, when time and a half shall be the rate payable for the aforementioned holidays. If any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays, the special rate shall only be payable for work done on the day so substituted.

PAYMENT FOR HOLIDAYS.

8. All employees shall be entitled to the following holidays without any deduction in pay:—New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, King's Birthday, Christmas Day, Boxing Day, Fuel and Fodder Picnic Day (only those employed within the Metropolitan District as defined in the Factories and Shops Act and Order in Council thereunder, and the Shires of Keilor, Kyneton and Melton), Melbourne Cup Day (also only within the areas specified for Fuel and Fodder Picnic Day and the Shires of Corio and Werribee) and Werribee District Farmers' Picnic Day within the Shires of Corio and Werribee.

TIME, WAGES.

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

TERMINATION OF EMPLOYMENT.

10. One week's notice of termination of employment shall be given by either employer or employee, or in lieu of such notice, one week's wages shall be paid or forfeited, as the case may be. The provisions of this clause shall not apply in any instance where an employee is dismissed for misconduct.

SICK LEAVE.

11. (a) No deduction shall be made from the wages of any employee unavoidably absent through illness for not more than 44 hours of working time in any year of service provided he has had at least three months' service with the employer and submits within 24 hours of the commencement of such absence satisfactory evidence that the same is not the result of his own misconduct.

(b) Notwithstanding the provisions of 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 88 hours of working time, which shall be the maximum amount of leave to which an employee shall be entitled in any year without deduction of pay.

For the purpose of this sub-clause service prior to 27th September, 1944, shall be disregarded.

ANNUAL HOLIDAY.

12. The annual holiday shall be as prescribed by the provisions of the Factories and Shops (Annual Holidays) Act 1946, and any amendments which may be made thereto from time to time.

FIRST AID OUTFIT.

13. Each employer shall provide a properly equipped first aid chest. Such chest shall comply, as to its contents, with the requirements of the Factories and Shops Acts.

PIECE-WORK.

14. The lowest piece-work prices payable to any person employed on a travelling plant shall be—

(a)	Where three persons (including feeder, band cutter, pitcher, or baggers) are employed.	Where four persons (including feeder, band cutter, pitcher, or baggers) are employed.	Where five or six persons (including feeder, band cutter, pitcher, or baggers) are employed.	Where more than six persons (includ- ing feeder, band cutter, pitcher, or baggers) are employed.	Where more than four persons (including feeder, band cutter, pitcher, or baggers) are employed.
	PER TON. <i>s. d.</i>	PER TON. <i>s. d.</i>	PER TON. <i>s. d.</i>	PER TON. <i>s. d.</i>	PER TON. <i>s. d.</i>
Hay chaff-cutting, on machines with mouthpieces over 11 inches ..	2 11½	2 4½	1 10½	1 8½	..
Straw chaff-cutting, on machines with mouthpieces over 11 inches ..	3 11½	3 1½	2 8½	2 2½	..
Hay chaff-cutting, on machines with mouthpieces 11 inches or under ..	3 3½	2 8½	2 8½
Straw chaff-cutting, on machines with mouthpieces 11 inches or under ..	3 11½	3 1½	2 8½

(b)	Baling sheaf hay, meadow hay and lucerne hay by any power-driven press	<i>s. d.</i> 1 11½ per ton.
	Baling straw by any power-driven press	{ (i) Where up to and including four persons are employed	2 4½ per ton.
		{ (ii) Where more than four persons are employed	1 11½ per ton.

PERIODICAL ADJUSTMENT OF WAGES.

15. The wages rates set out in Clause 2 are based upon the following basic wage rates, and, pursuant to the provisions of Section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically adjusted as prescribed by Clause 16. Provided that the wages of improvers and apprentices set out in clause 2 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. Provided also that piece-work prices shall be increased or decreased by an amount of ½d. per ton for every increase or decrease respectively of 1s. in the basic wage.

BASIC WAGE.

Place.	Basic Wage.	Additional Constant Loading.	Index Number Set Assigned.
	£ <i>s. d.</i>	<i>s. d.</i>	
Throughout the State	5 0 0	6 0	Five towns, Victoria

ADJUSTMENT OF BASIC WAGE.

16. (a) For the purposes of this Determination, the expression "Commonwealth Statistician's 'all items' 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.

(b) Until the beginning of the first pay period to commence in May, 1947, the amounts of the Basic Wage shall be as prescribed in clause 15.

(c) During each future successive period beginning with the first pay period to commence in a May, an August, a November, or a February, the amount of the basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's "all items" retail price index number by the factor .087 taken to one place of decimals, the resultant whole number being the amount of the basic wage expressed in shillings, but should the decimal number reach .5 or more the basic wage shall be taken to the next higher shilling.

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

J. V. WILLOX, Secretary.

Melbourne, 12th January, 1947.





VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

[Registered at the General Post Office, Melbourne, for transmission by post as a newspaper.]

No. 181]

THURSDAY, MARCH 6.

[1947

Factories and Shops Acts.

DETERMINATION OF THE COMMERCIAL CLERKS 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 21st day of November, 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 (other than by persons employed by any banking company, insurance company, trustee company, barrister or solicitor, but including persons employed in his practice by a barrister or solicitor as a typewriter or stenographer) employed in connexion with some trade or business as a clerk, collecting clerk, time-keeping clerk, despatch clerk, store clerk weighing clerk, cashier, typewriter, stenographer, bookkeeper, or telephone switchboard attendant," has made the following Determination namely:—

1. That as from the beginning of the first pay period to commence in February, 1947, the last previous Determination of this Board shall be revoked and replaced by this Determination:—

2.

* APPRENTICES OR IMPROVERS.

MALES.					FEMALES.			
Wages per Week.					Wages per Week.			
Experience.	Commencing Age.				Experience.	Apprentices.	Improvers.	
	Under 16 Years.	16 Years.	17 Years.	18 Years or Over.			Typistes, Stenographers or Operators of Ledger-keeping Machines.	All Other Improvers.
	s. d.	s. d.	s. d.	s. d.			s. d.	s. d.
1st year	28 6	28 6	31 3	33 6	1st year	28 6	37 3	28 6
2nd year	37 3	37 3	44 9	54 0	2nd year	33 6	43 0	33 6
3rd year	44 9	48 0	63 9	72 9	3rd year	43 6	52 6	43 6
4th year—					4th year	54 0	60 3	54 0
1st six months ..	59 0	66 3	75 0	92 3	5th year and until 21			
2nd six months ..	59 0	66 3	92 3	94 0	years of age ..	66 3	71 6	66 3
5th year—								
1st six months ..	79 6	83 3	108 9	114 6				
2nd six months ..	79 6	105 9	108 9	114 6				
6th year and until 21 years								
of age	108 9	114 6				

PROPORTION (in any place).

APPRENTICES.
One apprentice to every two or fraction of two workers receiving not less than the minimum wage.
An indenture of apprenticeship prescribed by the Board was approved on 13th February, 1924.

IMPROVERS.
One improver to one or two
Two improvers to three or four
Three improvers to five or six
And thereafter one improver to every three or fraction of three

Workers receiving not less than minimum wage.

JUVENILE WORKERS OTHER THAN APPRENTICES AND IMPROVERS.

Female employees under the age of 21 years (other than apprentices or improvers) employed as telephone switchboard attendants.

		Wages per Week.	
		s. d.	
1st year	30 6
2nd year	35 9
3rd year	46 0
4th year	56 0
5th year and until 21 years of age	68 9

* NOTE.—The Board has determined that as from the 7th July, 1944, no apprentices shall be taken to the trade.

OTHER EMPLOYEES.
WAGES PER WEEK.

	Within a radius of 25 miles of the General Post Office, Melbourne, and within a radius of 10 miles of the Post Office, Geelong.		Within the Cities of Ballarat, Bendigo, and Warrambool, and the Boroughs of Eaglehawk and Sebastopol.		All other Parts of Victoria where this Determination Applies.	
	Males.	Females.	Males.	Females.	Males.	Females.
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
Stenographers, typistes, or operators of calculating, or ledger-keeping machines	128 0	87 3	125 0	80 9	122 6	74 9
Telephone switchboard attendants	128 0	85 6	125 0	80 9	122 6	74 9
All other adults	128 0	83 3	125 0	78 9	122 6	74 9

WEEKLY HOURS (OTHER THAN SHIFT WORKERS).

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

- (a) 44 hours in retail shops;
- (b) 42 hours in all other places.

4. **TIMES OF BEGINNING AND ENDING WORK (OTHER THAN SHIFT WORKERS).**

	Time of Beginning Work.	Time of Ending Work.
On the usual weekly half holiday	8 a.m.	1 p.m.
On all other days of the week	8 a.m.	6.15 p.m.

Provided that for clerks employed in retail shops the time of beginning and ending work on the day on which the usual late trading night is observed or the day immediately preceding a public holiday shall be:—

Time of Beginning Work.	Time of Ending Work.
9 a.m.	9 p.m.

The provisions of this clause shall not apply to employees working in hotels, guest houses, boarding houses, restaurants or coffee palaces, but the spread of hours for such employees shall not exceed nine (9) in any one day.

OVERTIME (OTHER THAN SHIFT WORKERS).

5. (a) Employees working in hotels, guest houses, boarding houses, restaurants or coffee palaces shall be paid time and a half for all work done in excess of the number of hours fixed for an ordinary week's work.

(b) Employees working in any other place:—

- (i) Within the hours fixed in clause 4 in excess of hours fixed for an ordinary week's work .. Time and a half.
- (ii) Outside the hours fixed in clause 4 Time and a half.

For the purpose of administering the provisions contained in sub-clauses (a) and (b) hereof the minimum period for which an employee shall be paid overtime shall be one-half hour per week.

SHIFT WORK.

6. In this clause—

- "Afternoon Shift" means any shift finishing after 6 p.m. and at or before midnight.
- "Night Shift" means any shift finishing subsequent to midnight, and at or before 8 a.m.

(a) (i) Notwithstanding any other provisions of this Determination an employee may be employed upon shifts, in which case the ordinary hours for a week's work shall be 42, and shall be performed in shifts not exceeding 9 hours each in the case of a five-day week and not exceeding 8 hours each in the case of a six-day week. A Sunday may be included in either case.

(ii) A shift worker employed on an afternoon shift or on a night shift shall, for work done during the ordinary hours of any such shift, be paid ordinary rates plus an additional 10 per cent. for an afternoon shift, or an additional 12½ per cent. for a night shift.

(iii) The times of beginning and ending the shift of any employee shall not be altered without at least one week's notice to the employee concerned.

(iv) Twenty minutes shall be allowed to a shift worker for a meal during each shift between the fourth and fifth hour of such shift. Such meal break shall be counted as time worked.

Overtime for Shift Workers.

- (b) A shift worker for all time worked,
 - (i) in excess of the ordinary hours prescribed, or
 - (ii) on more than six shifts on any seven consecutive days, or
 - (iii) on a rostered shift off,

shall be paid at the rate of time and a half, provided that time worked on any day in excess in the aggregate of ten hours of ordinary time and/or overtime, shall be paid for at the rate of double time.

Sunday and Holiday Rates for Shift Workers.

(c) (i) A shift worker whose ordinary working period includes a Sunday or a holiday (as prescribed in clause 9) as an ordinary working day, shall be paid at the rate of time and a half for such ordinary time as occurs on such Sunday or holiday.

(ii) A shift worker whose ordinary working period does not include a Sunday or a holiday (as prescribed in clause 9) as an ordinary working day, shall, if required to work on any such Sunday or holiday, be paid double time for work done on either of such days.

Annual Leave for Shift Workers.

(d) After twelve months' continuous service with the same employer, a shift worker shall be granted holidays on full pay for a period of twenty-one consecutive days in each year (exclusive of the public holidays specified in clause 9), and such holidays shall be given within three months of completion of each twelve months' service. Should an employee's services be terminated before the expiration of any qualifying period of twelve months' service, he shall be entitled to pro rata holidays on full pay for such incomplete qualifying period; but should an employee be dismissed at any time for misconduct before the expiration of any qualifying period of twelve months of such employment, he shall not be entitled to any leave or any pro rata payment in lieu thereof for such incomplete qualifying period.

TERMS OF EMPLOYMENT.

7. All employees (other than casuals) willing, ready, and available for work shall be paid the full weekly wage fixed herein irrespective of the number of hours worked not exceeding 44 in retail shops or 42 in any other place. To terminate employment one week's notice shall be given by either employer or employee or in lieu thereof one week's wages shall be paid or forfeited, as the case may be. The provisions of this clause shall not apply in any instance where an employee is dismissed for misconduct.

CASUAL LABOUR.

8. Casual hands, i.e., persons who are employed during any week for not more than one-half of the maximum number of hours fixed in the Determination as a week's work, shall be paid at the rate of time and a half on the hourly rate calculating *pro rata* by dividing the weekly rate by the number of hours fixed for a week's work.

SPECIAL RATES FOR SUNDAYS AND PUBLIC HOLIDAYS (OTHER THAN SHIFT WORKERS).

9. All work done on—

- Sundays,
- New Year's Day,
- Australia Day,
- Good Friday,
- Easter Saturday (except in localities where the late trading night is observed on Saturday),
- Easter Monday,
- Labour Day (within a radius of 25 miles of the G.P.O., Melbourne; within the cities of Ballarat, Bendigo, Geelong, Geelong West, and Warrnambool; within the town of Newtown and Chilwell; and within the boroughs of Eaglehawk and Sebastopol).
- Anzac Day,
- King's Birthday,
- Melbourne Cup Day (within a radius of 25 miles of the G.P.O., Melbourne, except in establishments where employees other than clerks are employed and the majority of such employees do not observe Cup Day as a holiday),
- Christmas Day, and
- Boxing Day,

or any other day substituted by Act of Parliament or Proclamation for any of the above-mentioned holidays, shall be paid for as follows:—

- Clerks or cashiers employed in hotels, guest houses, boarding houses, coffee palaces, or restaurants Time and a half.
 - All others Double time.
- Provided that this clause shall not apply to—
- Receiving clerks or punch or fare -checking clerks, outfit clerks, roster clerks, or other clerks in lieu of or in substitution for any such clerks in connexion with the traffic operations of tramways or employed in tramway sheds or tramway offices; or
 - Counter clerks, entering clerks, cashiers, label or despatch clerks employed in daily newspaper offices.

ANNUAL HOLIDAYS (OTHER THAN SHIFT WORKERS).

10. Any employee who has been in the service of the same employer for a period of not less than twelve months shall be granted holidays on full pay for a period of fourteen consecutive days in each year (exclusive of the public holidays specified in clause 9), and such holidays shall be given within three months of completion of each twelve months' service. Should an employee's services be terminated before the expiration of any qualifying period of twelve months' service, he shall be entitled to *pro rata* holidays on full pay for such incomplete qualifying period; but should an employee be dismissed at any time for misconduct before the expiration of any qualifying period of twelve months of such employment, he shall not be entitled to any leave or any *pro rata* payment in lieu thereof for such incomplete qualifying period.

HOLIDAYS.

11. No deduction shall be made from the wages of employees granted leave for the holidays specified in clause 9.

SICK LEAVE.

12. (a) Any employee not attending for duty, who has had not less than three months' service with the same employer shall not lose his or her pay for the actual time lost if such employee produces or forwards within 24 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 the provisions of sub-clause (a) hereof, if the full period of sick leave as prescribed 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 eighteen 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.

For the purpose of this sub-clause service prior to the 7th July, 1944, shall be disregarded.

TIME AND WAGES RECORDS.

13. Each employer shall keep time and wages records showing the name of each employee, the hours worked each day, and the wages and overtime paid each week. The time and wages record shall be open for inspection to a duly accredited official of the Federated Clerks' Union of Australia during the usual office hours at the employer's office, or other convenient place, provided that only one demand for such inspection shall be made at the same establishment in any one fortnight, and such demand shall not be made unless the Secretary of the Union suspects that a breach of this Determination has been committed.

MEAL ALLOWANCE.

14. Any employee who is required to work beyond one hour after the usual finishing hour of work, shall be paid a meal allowance of 2s. 6d. This provision shall only apply within a radius of 25 miles of the G.P.O., Melbourne, and 10 miles of the Post Office, Geelong.

VEHICLE ALLOWANCES.

15. (a) Where an employer requires an employee to use his own bicycle in the performance of his duties, such employee shall be paid an allowance at the rate of 3s. 6d. per week for such period as the bicycle is used.

(b) Where an employer requires an employee to use his own motor vehicle in the performance of his duties, such employee shall be paid an allowance of not less than fourpence per mile, but such allowance shall not exceed £3 per week.

(c) Where an employer provides a motor vehicle which is used by an employee in the performance of his duties, all expenses, including registration, running and maintenance of such motor vehicle, shall be paid by the employer.

UNIFORM ALLOWANCE.

16. Where an employer requires any employee to wear any special uniform, dress, or clothing, such employee shall be paid an allowance of 2s. 6d. per week unless such uniform, dress, or clothing is supplied and laundered by the employer.

REST PERIOD.

17. All employees shall be allowed two rest intervals on each day as follows:—(a) The first of ten minutes to be allowed between the time of commencing work and the usual meal interval; (b) the second of ten minutes to be allowed between the usual meal interval and the time of ceasing work for the day. Such intervals are to be counted as part of time worked.

FLOOR COVERING.

18. Where an employee is called upon to remain stationary on a concrete or stone floor for a period exceeding half an hour, suitable floor covering shall be provided by the employer.

PAYMENT OF WAGES.

19. Wages, overtime, and allowances shall be paid during working hours not later than Friday in each pay week.

PERIODICAL ADJUSTMENT OF WAGES.

20. The wages set out in Clause 2 are based upon the following basic wage rates, and, pursuant to the provisions of section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically adjusted as prescribed by clause 21.

Basic Wage.

Place.	Needs Basic Wage.	Loading Constant.	Total Basic Wage.	Index Number Set Assigned.
Throughout the State	£ s. d. 5 1 0	s. d. 6 0	£ s. d. 5 7 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

21. (a) For the purposes of this Determination, the expression "Commonwealth Statistician's 'all items' 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.

(b) Until the beginning of the first pay period to commence in May, 1947, the amounts of the Basic Wage shall be as prescribed in clause 20.

(c) During each future successive period beginning with the first pay period to commence in a May, an August, a November, or a February, the amount of the needs basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's 'all items' retail price index number by the factor .087 taken to one place of decimals, the resultant whole number being the amount of the basic wage expressed in shillings, but should the decimal number reach .5 or more the basic wage shall be taken to the next higher shilling.

PERIODICAL ADJUSTMENT OF RATES FOR ADULT FEMALES AND ALL JUNIORS.

22. The amounts of the wage rates for adult females and all juniors shall be adjusted proportionately to adjustments of the Needs Basic Wage—such adjustments to be made to the nearest 3d. half or less than half of 3d. to be disregarded, and to be made upon the rates prescribed in the Determination which came into force as from the beginning of the first pay period to commence on or after the 1st December, 1946. Provided that no rate shall be increased or decreased by more than the increase or decrease in the basic wage.

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

J. V. WILLOX, Secretary.

Melbourne, 14th February, 1947.



VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

[Registered at the General Post Office, Melbourne, for transmission by post as a newspaper.]

No. 182]

THURSDAY, MARCH 6.

[1947

Factories and Shops Acts.

DETERMINATION OF THE WATCHMEN'S BOARD.

NOTES.— (a) This Determination applies to the whole of the State of Victoria.

(b) Section 225 of the *Factories and Shops Act 1928* (No. 3677) provides that "every person employed as a watchman shall be granted one holiday in every week."

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board appointed in lieu of the Nightwatchmen's Board to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the occupation of a watchman" has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence on or after the 24th February, 1947, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

Classes of Employees.	Wages per Week of 48 Hours.					
	Within a Radius of 20 Miles of G.P.O., Melbourne, 10 Miles of G.P.O., Geelong, at Warrnambool, and within Mildura and Gippsland Districts.			Other Parts of Victoria where this Determination applies.		
	Wages.	War Time Loading.	Total.	Wages.	War Time Loading.	Total.
	<i>s.</i>	<i>d.</i>	<i>s.</i>	<i>d.</i>	<i>s.</i>	<i>d.</i>
Watchman, who in addition to watching, performs manual work not subject to the Determination of any other Wages Board, while performing such work, at the rate of	133	1	3	0	136	1
All others	120	7	3	0	123	7

CASUAL WATCHMEN.

3. Casual Watchmen—i.e. persons employed by the hour as watchmen on wharfs and/or ships, including ship's holds, in connection with overseas and/or interstate shipping shall be paid at the rate of 3s. 5½d. per hour.

OVERTIME.

4. (a) Any time worked in excess of 48 hours in any one week shall be paid for at the rate of time and a half.

(b) For the purpose of computing overtime, all time actually worked on Sundays or public holidays as shown in clause 6 herein shall be included and the overtime rate shall be paid in addition to the special rate.

EMPLOYMENT FOR LESS THAN FULL WEEK.

5. Employees except casual watchmen as defined in clause 3, who are employed during any week for less than the working week of 48 hours shall be paid for the first 24 hours at the rate of time and a quarter, and for every hour thereafter ordinary time up to but not exceeding the ordinary wages rates for an ordinary week's work.

Provided that any person who is not engaged for a week but who earns a sum in wages equal to the wages of an ordinary week's work may be required by the employer to complete the week's work without further pay, and if such person refuses to do so he shall forfeit his right to any payment for that week unless his refusal is caused by his illness, inability, or some other sufficient cause beyond his control.

SPECIAL RATES.

6. Time and a half shall be the special rate for all work done on Sunday, New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day, and Boxing Day; but if any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays, the special rate shall only be payable for work done on the day so substituted:

Provided that a person who is directed by his employer to absent himself from duty on any of the days above mentioned shall if he is unable to complete 48 hours' work in that particular week, be paid ordinary rates for any such day on which he is absent.

TRAVELLING TIME AND FARES.

7. Any watchman employed on wharfs, ships, &c., away from the Melbourne wharfs and Victoria Dock shall be paid for travelling time at the ordinary rate together with all fares necessarily incurred by the most economical means of travel from and to the place of engagement to and from the place of employment.

EMPLOYEE PROVIDING OWN BICYCLE.

8. Any patrol watchman required by his employer to provide his own bicycle shall receive 1s. per week extra.

MINIMUM PAYMENT.

9. Any watchman called up for duty shall receive at least four hours' pay.

PAYMENT FOR MEAL TIMES.

10. No deduction shall be made in an employee's time for a meal period of 30 minutes unless he is permitted to leave his employer's premises for such meal. An employee shall not be required to punch clocks during the meal period of 30 minutes.

MEAL ALLOWANCE.

11. Where an employee is directed by the employer to work more than two hours into the next shift he shall be supplied by the employer with a meal or be paid a meal allowance of 2s., provided he was not notified the previous day that he would be required to work.

ANNUAL HOLIDAYS.

12. 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).

SICK LEAVE.

13. (a) An employee, except casual watchmen as defined in clause 3, who has been in the service of an employer for not less than three months, shall be entitled to sick leave of absence for a maximum aggregate of forty-eight hours of working time with full pay during each subsequent twelve months' service provided he produces satisfactory evidence to his employer that such absence was caused by ill-health or an accident.

(b) Notwithstanding the provisions of 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 96 hours of working time, which shall be the maximum amount of leave to which an employee shall be entitled in any year without deduction of pay. For the purposes of this sub-clause service prior to 18th November, 1946, shall be disregarded.

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

J. V. WILLOX, Secretary.

Melbourne, 12th February, 1947.

[1651]



VICTORIA
GOVERNMENT GAZETTE.

Published by Authority.

[Registered at the General Post Office, Melbourne, for transmission by post as a newspaper.]

No. 183]

TUESDAY, MARCH 11.

[1947

PROCLAMATION

By His Excellency Lieutenant-General the Honorable Sir Edmund Francis Herring, K.B.E., D.S.O., M.C., E.D.,
Lieutenant-Governor of the State of Victoria and its Dependencies in the Commonwealth of Australia,
&c., &c., &c.

WHEREAS by a Commission under the Royal Sign Manual and Signet, bearing date the Thirtieth day of July, One thousand nine hundred and forty-five, His Majesty King George VI. was graciously pleased to appoint me to be the Lieutenant-Governor of the State of Victoria and its Dependencies in the Commonwealth of Australia, with all the powers, rights, privileges, and advantages to the said Office belonging or appertaining; and further, in case of the death, incapacity, or removal of the Governor of the said State, or of his departure from the said State, or of his assuming the administration of the Government of the Commonwealth of Australia, to authorize and require me to administer the Government of the said State, with all and singular the powers and authorities contained in certain Letters Patent under the Great Seal of the United Kingdom of Great Britain and Ireland, bearing date at Westminster the Twenty-ninth day of October, One thousand nine hundred, constituting the office of Governor in and over the said State of Victoria and its Dependencies as amended by Letters Patent under the Great Seal of the United Kingdom of Great Britain and Ireland, bearing date at Westminster the Thirtieth day of April, One thousand nine hundred and thirteen, making further provision for the administration of the Government of the State of Victoria and its Dependencies in certain events: And whereas the said Governor, owing to illness, is incapacitated: Now therefore I, Sir Edmund Francis Herring, the Lieutenant-Governor of the said State, do hereby proclaim that all the powers and authorities by the said Letters Patent granted to the Governor of the said State of Victoria and its Dependencies have become and are now vested in me as Lieutenant-Governor of the said State now residing therein, to be by me exercised and enjoyed in accordance with the terms of the said Commission.

Given under my Hand and the Seal of the State of Victoria aforesaid, at Melbourne, this eleventh day of March, in the year of our Lord One Thousand nine hundred and forty-seven, and in the eleventh year of the reign of His Majesty King George VI.

(I.S.)

E. F. HERRING,

By His Excellency's Command,

JOHN CAIN,
Premier.

GOD SAVE THE KING!

