



# VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 245]

FRIDAY, MAY 9.

[1947

Factories and Shops Acts.

## DETERMINATION OF THE UMBRELLA 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 persons employed in the trade of a maker of Umbrellas" has made the following Determination, namely:—

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

2.

(a) APPRENTICES AND IMPROVERS.

(i) RATES PER WEEK OF 44 HOURS.

Experience.	Males.			Females.	Female Improvers commencing at the trade between the ages of 18 and 21 Years.
	Weekly Rate.	Special Loading.*	Total Weekly Wage.		
	£ s. d.	s. d.	£ s. d.	£ s. d.	£ s. d.
1st six months .. .. .	0 18 6	1 0	0 19 6	1 3 0	2 6 0
2nd " .. .. .	1 2 6	1 0	1 3 6	1 9 0	2 11 6
3rd " .. .. .	1 8 0	1 6	1 9 6	1 14 6	3 0 0
4th " .. .. .	1 12 0	1 6	1 13 6	2 0 6	3 9 0
5th " .. .. .	1 17 6	1 6	1 19 0	2 6 0	..
6th " .. .. .	2 6 0	2 0	2 8 0	2 11 6	..
7th " .. .. .	3 0 0	3 0	3 3 0	3 0 0	..
8th " .. .. .	3 14 0	3 6	3 17 6	3 9 0	..

And thereafter the minimum weekly wage or piecework price.

\* These special loadings shall not be subject to periodical cost of living adjustments nor shall they be deemed to be portion of the wage for the purpose of computing piecework rates or task work, or overtime, holiday, or other penalty rates.

(ii) PROPORTION (IN ANY FACTORY OR PLACE).

APPRENTICES OR IMPROVERS.

Males.

One apprentice or improver to every two or fraction of two journeymen.

Females.

Three female apprentices or improvers to every journeywoman.

All apprentices shall be indentured in accordance with the prescribed form of indenture, provided that a minor may serve an employer as a probationer for a period not exceeding three months. During the said three months he or she shall be paid at least the minimum rates prescribed by this Determination for the first six months of apprenticeship. If the probationer becomes indentured, his or her indentures shall be taken to have commenced from the commencement of the period of probation.

In the event of the employer to whom an apprentice is bound ceasing to carry on business, such apprentice may be bound to another employer for the remainder of the term to be served; provided that if such apprentice be over the age of eighteen years at the time of the original employer ceasing to carry on business, such person may complete the time to be served as an improver.

## (b) OTHER PERSONS (EXCEPT APPRENTICES AND IMPROVERS).

	Males.			Females.		
	Weekly Rate.	Special Loading.*	Total Weekly Wage.	Weekly Rate.	Special Loading.*	Total Weekly Wage.
	£ s. d.	s. d.	£ s. d.	£ s. d.	s. d.	£ s. d.
Cutters .. .. .	6 9 0	5 0	5 14 0	6 9 0	5 0	6 14 0
Frame makers or repairers ..	6 1 0	5 0	6 6 0	6 1 0	5 0	6 6 0
Finishers .. .. .	5 19 0	5 0	6 4 0	5 19 0	5 0	6 4 0
Machinists, pressers, or tipplers ..	.. .. .	.. .. .	.. .. .	.. .. .	.. .. .	4 4 9
Persons not provided for otherwise ..	5 8 0	5 0	5 13 0	.. .. .	.. .. .	4 4 9

\* These special loadings shall not be subject to periodical cost of living adjustments nor shall they be deemed to be portion of the wage for the purpose of computing piecework rates or task work, or overtime, holiday, or other penalty rates.

## 3.

## DEFINITIONS.

A journeyman is a male person other than an apprentice or improver. (i) Who has served the term of experience prescribed by this Determination; or

A journeywoman is a female person other than an apprentice or improver. (ii) Who has attained the age of 21 years; or (iii) Who is in receipt of at least the minimum weekly wage prescribed for the class of work on which such person is engaged, whether on weekly wages or piece-work.

## 4.

## HOURS OF EMPLOYMENT.

Forty-four hours shall constitute a week's work within the following hours:—Time of beginning, 8 a.m.; time of ending, 8 p.m.—on five days of the week. Time of beginning, 8 a.m.; time of ending, 1 p.m.—on the other day of the week on which the half-holiday is usually observed. Provided further that if the majority of the employees desire to start at 7.30 a.m., the work may begin at 7.30 a.m.

## 5.

## OVERTIME.

(a) Any employee who, in any day, has performed any work outside the working hours ordinarily observed in the factory in which he or she is employed, shall be paid overtime as follows:—

(1) Weekly workers shall be paid at the rate of time and one-half, and shall also be paid 1s. 6d. meal money when such overtime exceeds 40 minutes on week-days or on Saturdays in those factories or workshops where a five and a half-day week is worked.

In those factories or workshops where a five-day week is worked, all work done on Saturdays shall be paid for at the rate of time and a half, and 1s. 6d. meal money shall be paid when such overtime is worked after noon.

(2) Piece-workers shall be paid (in addition to the ordinary piece-work prices) for work done in the excess time such sum per hour as is equivalent to the weekly wage divided by 88, and shall also be paid 1s. 6d. meal money when such overtime exceeds 40 minutes on week days or on Saturdays in those factories or workshops where a five and a half-day week is worked.

In those factories or workshops where a five-day week is worked, for all work done on Saturdays, piece-workers shall be paid (in addition to the ordinary piece-work prices for work done) such sum per hour as is equivalent to the weekly wage divided by 88, and 1s. 6d. meal money shall be paid when such overtime is worked after noon.

(b) No employee shall be employed overtime outside the hours fixed, except with his or her consent.

(c) No employee shall be dismissed, or in any way whatsoever be prejudiced in his or her employment, by reason of his or her refusal to work overtime outside the hours fixed.

(d) No employee under the age of sixteen years shall be employed on overtime.

## 6.

## MIDDAY MEAL.

(a) An interval of not less than three-quarters of an hour shall be allowed for the midday meal unless a majority of the employees in any place desires it to be otherwise. In no circumstances shall less than 30 minutes be fixed.

(b) No work shall be performed during such meal time.

## 7.

## TASK SYSTEM.

No employer shall make a bonus or merit payment which fluctuates from period to period according to the amount of work performed by the employee concerned, and which is based upon a secret or task rate for measuring the output of such employee. No increase in wages granted to any employee, after the date of operation of this Determination, above the rates herein prescribed shall be deemed to be in contravention of this clause if the same be paid for a period of three months, or for the term of employment, whichever period is the shorter; provided, however, that such increased wages may, at the discretion of the employer, be adjusted according to the wages rates prescribed from time to time by this Determination.

In all factories where a minimum task is set for a minimum wage the following shall be observed:—

(a) The task rate in respect of all garments or parts of garments or other articles or parts of articles shall be determined in the manner following:—

(i) Where there are fewer than twenty employees involved in the work to be performed, the employer or his representative, in conference with one employee chosen by and from such employees, shall fix the rates.

(ii) Where there are twenty or more employees involved in the work to be performed, the employer or his representative, in conference with two employees so chosen, shall fix the rates.

(b) The task rates shall be fixed so as to enable the average worker to earn the minimum wage prescribed by this Determination for the class of work to be performed; and any number of garments or parts of garments or other articles or parts of articles made in excess of the minimum weekly task fixed by the task rates for the minimum weekly wage shall be paid for at *pro rata* plus 10 per cent.

(c) When any employee is employed for less than a week on the task rates, then the task of the said employee shall be fixed at per day at the weekly rate prescribed.

(d) Any excess number of garments or parts of garments or other articles or parts of articles made in any day by the employee shall be subject to the same *pro rata* payment as would apply if the employee were engaged for the whole week.

(e) A copy of all task rate schedules shall, within twenty-four hours of their being fixed, be displayed by the employer in a conspicuous place in each room of the factory where such tasks are being performed.

(f) A combination or team shall mean two or more persons working together on the same class of work, employed on weekly wages where a task has been imposed. Where employees work in a combination or team, the additional amount of wages shall be distributed amongst the employees on a percentage basis, according to the amount of their ordinary weekly wages.

8.

## HOLIDAYS.

(a) All weekly wage employees, whether in a city or elsewhere, shall be granted the following holidays without deduction of pay:—The days observed as New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day, and Boxing Day.

(b) All employees working on piece-work or task-work shall be granted the same holidays as are granted to weekly wage workers, and, subject as hereinafter provided, they shall be paid for such holidays the amount for each holiday based on the minimum weekly wage prescribed by this Determination for the class of work performed.

(c) If any of the above holidays occurs on a Sunday or Saturday and is not observed on any other day, then employees shall not be paid for such Sunday, and shall be paid for such Saturday as for a half day, but not otherwise.

(d) All other weekly employees, whether in a city or elsewhere, shall be paid for the above holidays an amount for each holiday based on the actual weekly wage paid to them by the employer.

(e) Any employee absenting himself or herself from work on any portion of the working day preceding or any portion of the working day succeeding a holiday provided for herein, other than Boxing Day and New Year's Day, without permission from the employer or without having reasonable cause for having absented himself or herself from work, shall not be entitled to payment for such holiday.

(f) Any weekly employee who is employed on a Sunday or any holiday prescribed herein shall be paid for that day at the rate of time and a half in addition to his or her weekly wage.

(g) Any piece-worker employed on a Sunday or any holiday prescribed by this Determination shall be paid, in addition to the prescribed piece-work prices, at the rate of time and a half calculated on the minimum wage prescribed for the class of work performed.

9.

## ANNUAL LEAVE.

(1) Except as hereinafter provided a period of fourteen consecutive days leave with payment of ordinary pay for two weeks shall be allowed annually by each employer to each of his employees after a period of twelve months continuous service with him by the employee concerned.

(2) Such period of annual leave shall not include any public holiday granted by the said Determination, observed on a working day, but shall include all other non-working days within the period of annual leave of the employee concerned.

(3) (a) If any public holiday granted by the said Determination 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 his period of annual leave one day, being an ordinary working day on ordinary pay for each such holiday observed as aforesaid.

(b) Where an employee without reasonable excuse, proof whereof shall lie upon him, is absent from his employment on the working day or part of the working day prior to the commencement of his annual leave, or fails to resume work at his ordinary starting time on the working day immediately following the last day of the period of his annual leave, the employee shall not be entitled to payment for the public holidays which fall within his period of annual leave.

(4) Continuity of service shall not be broken nor be deemed to be broken by:—

(a) any interruption or termination of the employment of an employee by his employer, if such interruption or termination has been made with the intention of avoiding any obligation under the Determination in respect of annual leave, and proof that it has not been made with such intention shall be on the employer;

(b) any absence from work less than fourteen days in the twelve months on account of sickness or accident, proof whereof shall be on the employee;

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

(d) any absence due to reasonable cause proof whereof shall be on the employee;

(e) the standing off of an employee or the working of shortened hours by an employee pursuant to clause 13 of the Determination, or the non-attendance for work by an employee after receipt of notice by him under sub-clause (d) of such clause that his services will not be required on the following day or days;

(f) any absence from work of more than fourteen days in the twelve months on account of sickness or accident proof whereof shall be on the employee;

(g) absences from work due to sickness or accident as prescribed in (b) and (f) of this sub-clause shall be subject to the provisions set out in sub-clause (10) hereof.

(5) In calculating a period of twelve months continuous service:—

(a) any annual leave taken therein;

(b) any absences of the kind mentioned in (a), (b) and (e) of sub-clause (4) above;

(c) any absence on account of leave granted imposed or agreed to by the employer shall be counted as part of such period.

(d) in respect of absences of the kind mentioned in placita (c) (other than absences on account of leave imposed by the employer) (d) and (f) of sub-clause (4) above the employee shall serve such additional period as part of his qualifications for annual leave as will equal the period of such absences.

(6) Notwithstanding any of the other provisions of this clause proportionate payment for annual leave shall be made by an employer in respect of each completed month of continuous service when the employee so serving leaves his employment or his employment is terminated by the employer before the completion of any twelve monthly qualifying period under this clause. Such payment shall be made forthwith on such employee so leaving or on his employment being so terminated as the case may be.

(7) Notwithstanding any of the other provisions of this clause, annual leave shall be allowed and shall be taken and payment shall not be made or accepted in lieu thereof.

(8) (a) Such annual leave shall be given by the employer and taken by the employee before the expiration of a period of six weeks after the date upon which the right to such annual leave accrues unless otherwise agreed to by the employer and employee concerned.

(b) An employee who has not completed his qualifying period of twelve months by the day on which the customary Christmas holiday period commences in the case of his employer in the year concerned, shall (unless the exigencies of the business otherwise require) be granted such proportionate leave and pay as his service prior thereto entitles him, and thereafter his qualifying period shall in cases not covered by sub-clause (9) hereof start afresh as from the commencement of such proportionate leave.

(c) The employer shall give the employee at least thirty days notice of the date from which such annual leave shall be taken.

(d) Each employee shall be paid in advance by his employer before the commencement of the employee's annual leave his ordinary pay for the said period of annual leave.

(e) Notwithstanding any of the other provisions of this clause, in no case shall annual leave be given and taken later than the expiration of three months after the date on which such annual leave accrues.

(9) Where an employer closes down his factory or workshop or a section or sections thereof for the purpose of allowing annual leave to all or the majority of the employees in the factory or workshop or section or sections concerned the following provisions shall apply:—

(a) He may by giving to the employees concerned not less than one month's notice of his intention so to do, stand off for the duration of the close down all employees in the factory or workshop 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.

(b) 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.

(c) The next twelve-monthly qualifying period of each employee affected by such close down shall commence from the day on which the factory or workshop or section or sections concerned is closed down for the annual leave in question.

(d) If in the first year of his service with an employer an employee is allowed proportionate annual leave under sub-clause (8) (b) 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 (6) of this clause subject to adjustment for any proportionate leave which he may have been allowed as aforesaid.

(e) Provided always that any employee leaving his employment by reason of non-compliance with clause 13 (a) of the Determination and who when so leaving suffers a deduction of pay under such clause shall be entitled notwithstanding such non-compliance to the benefit of sub-clause (6) of this clause.

(10) (a) Should an employee be absent from his work on account of sickness or accident, it shall be necessary for such employee to notify his employer that such absence is due to sickness or accident. Such notification shall if required by the employer, but not otherwise be in the form of a written message which shall be sent by or on behalf of the employee within forty-eight hours after the commencement of such absence.

(b) If an employer within seven days after the receipt by him of advice or when required of a written message sent by or on behalf of an absent employee, alleging that his absence is due to sickness or accident, fails to despatch or give to the employee written notice that he does not accept the message as satisfactory evidence of the facts alleged by or in it, such message shall be deemed to be prima facie evidence that the absence of the employee was due to sickness or accident.

(c) If an employer within seven days after the receipt by him of such a message despatches or gives to the employee written notice that he does not accept such message as satisfactory evidence of sickness or accident, but requires further evidence thereof the employee shall within a reasonable time furnish such further evidence. If the employer requires the employee to obtain a medical certificate or other proof of sickness or accident the employer shall pay or refund any fee and incidental expenses necessarily incurred or paid by the employee in complying with such requirement. The employee shall submit to medical examination at the employer's expense if so required and shall not obstruct or interfere with inquiries deemed to be necessary by the employer.

(d) In the event of any dispute arising in regard to any of the foregoing placita (a), (b) and/or (c) of this sub-clause such dispute may be referred for determination to the Wages Board and the said Wages Board shall thereupon consider and determine such dispute and the employee concerned in such dispute shall, if his claim succeeds and the Wages Board so decides, but not otherwise in such cases, be entitled to be paid by his employer for all time lost and for any reasonable expenses incurred consequent on his attendance before such Wages Board.

(e) In any cases where the period of seven days referred to in placita (b) and/or (c) hereof expires after the finish of the last working day in the calendar week, or on a public holiday, such period shall be deemed to extend to noon of the next ordinary working day and in any case where illness commences after the finish of such last working day such period of forty-eight hours shall be deemed to commence at the starting hour of the next ordinary working day.

(11) (a) Any absence from work shall not be deemed to break the continuity of service of any employee unless within seven days of the commencement of such absence his employer gives or despatches to such employee notice in writing that he regard either conditionally or unconditionally, such absence as constituting a break in the continuity of the service of such employee.

(b) In any case where an employee has been absent from his employment for any cause not mentioned in any of the placita (a), (b), (c), (d), (e) of (f) of sub-clause (4) hereof and such employee has been notified in accordance with sub-clause (11) (a) hereof that his employer regards such absence as constituting a break in the continuity of the employee's service, such employee may apply to the said Wages Board within fourteen days of receiving such notification for a decision that it is, under all the circumstances, unduly harsh and unconscionable (proof whereof shall be on the employee) that he should suffer the loss to the full extent of such portion of a qualifying period for annual leave as he may have served up to the time of such absence. The said Wages Board shall upon receipt of any such application consider and make a decision thereon with due regard to all the circumstances of the absence and may decide that, despite the said absence, either the period of continuous service served by the employee prior thereto shall not be lost to him as portion of a qualifying period for annual leave, or that his period of annual leave should be reduced. But in the former case the decision shall be subject to a condition that he serve such period of continuous service as an addition to and part of his full qualifying period as the Wages Board may determine. Such additional period of continuous service shall not be less than the time lost by the employee as a result of the absence of the subject of the dispute.

For the purposes of this clause :—

"Ordinary Pay" means in the case of a time worker the ordinary remuneration he received for the normal weekly number of hours worked by him and in the case of a piece task or bonus worker the ordinary time rate.

"Employer" and all variations of such word includes and include respectively all persons firms and corporations covered by the said Determination irrespective of the gender used.

"Service" means service with any employer covered by the said Determination as from not earlier than the 1st day of January, 1946.

The masculine includes the feminine.

## 10.

### SICK PAY.

(1) When an employee has been employed by an employer during a period of three months and is subsequently absent from work on account of personal sickness or accident such employer shall not deduct from the pay of such employee on account of such absence the amount which the employee would be entitled to receive if working, but shall pay such employee such amount or amounts as the employee would have been entitled to receive if working, but not exceeding in all in any one year of his employment with such employer forty-four hours ordinary pay.

(2) (a) Should an employee be absent from his work on account of sickness or accident it shall be necessary or such employee to notify his employer that such absence is due to sickness or accident. Such notification shall if required by the employer be in the form of a written message which shall be sent by or on behalf of the employee within forty-eight hours of the commencement of such absence.

(b) If an employer within seven days after the receipt by him of a written message sent by or on behalf of an absent employee alleging that his absence is due to sickness or accident, fails to despatch or give to the employee written notice that he does not accept the message as satisfactory evidence of the facts alleged by it, it shall be deemed to be prima facie evidence that the absence of the employee was due to sickness or accident.

(c) If an employer within seven days after the receipt by him of such a message despatches or gives to the employee written notice that he does not accept such message as satisfactory evidence of sickness or accident, but requires further evidence the employee must within a reasonable time furnish such further evidence. If the employer requires the employee to obtain a medical certificate or other proof of sickness or accident the employer shall pay or refund any fee and incidental expenses necessarily incurred or paid by the employee in complying with such requirements. The employee shall submit to medical examination at the employer's expense if so required and shall not obstruct or interfere with inquiries deemed to be necessary by the employer.

(d) In the event of any dispute arising in regard to any of the foregoing placita (a) and/or (b) and/or (c) of this sub-clause such dispute may be referred for determination to the appropriate Wages Board and the said Wages Board shall thereupon consider and determine such dispute and the employee concerned in such dispute shall if his claim succeeds and the Wages Board so decides, but not otherwise in such case, be entitled to be paid by his employer for all time lost and for any reasonable expenses incurred consequent on his attendance before such Wages Board.

(e) In any case where the period of seven days referred to in placita (b) and (c) hereof, expires after the finish of the last working day in the calendar week, or on a public holiday, the period shall be deemed to extend to noon of the next ordinary working day and in any case where illness commences after the finish of such last working day the said period of forty-eight hours shall be deemed to commence at the starting hour of the next ordinary working day.

(3) If an employee be not entitled to receive in any one year the whole or part of forty-four hours ordinary pay on account of sickness or accident the whole or part of such pay to which he is not so entitled in such year shall accumulate from year to year up to, but not exceeding three years or in such accumulation 132 hours ordinary pay as sick pay.

(4) In the event of the employee having received in respect of any such sickness or accident as is mentioned in sub-clause (1) hereof any payment or monetary allowance or benefit in pursuance of any Commonwealth or State legislation or regulations or order made thereunder the employer shall be entitled to deduct from the employee's pay during any period of absence in pursuance of the provisions of this clause the equivalent of any such payment or monetary allowance or benefit and shall be liable to the employee for the remainder only.

(5) Notwithstanding anything in this clause contained an employee shall not be entitled to more than forty-four hours ordinary pay as sick pay in respect of any one period of twelve months.

(6) (a) Before leaving his place of employment for whatsoever cause an employee shall receive from his employer a certificate in the form set out hereunder showing the length of his service with the employer and the amount of sick leave granted, if any during such employment:—

I hereby certify that ..... was employed by me from ..... to ..... and that during such period of employment he/she received payment for ..... hours on account of sickness.

The inclusive dates of the last absence as above were from ..... to .....

Signature.

(b) If no sick leave has been granted to an employee during his period of service with an employer the certificate herein prescribed shall indicate that fact.

(7) In the event of any dispute regarding the right of an employee to sick pay under this clause, the employee shall if so required by his employer produce the aforementioned certificates to such employer.

For the purposes of this clause:—

"Ordinary Pay" means in the case of a time worker the ordinary remuneration he received for the normal weekly number of hours worked by him and in the case of a piece task or bonus worker the ordinary time rate.

"Employer" and all variations of such word includes and include respectively all persons firms and corporations covered by the said Determination irrespective of the gender used.

"Service" means service with any employer covered by the said Determination as from not earlier than the 1st day of January, 1946.

The masculine includes the feminine.

## 11.

### DINING ACCOMMODATION.

(a) If any employer of more than five employees in any factory or workshop fails to provide the accommodation and facilities in this clause set out he shall (subject to the following proviso) during the period of such failure pay to each and every such employee an additional amount equivalent to 2½ per centum of the amount of wages prescribed for such employee by this Determination to compensate such employees for the absence of such accommodation and facilities, provided that any employer who has failed for good cause to provide such accommodation and facilities may be exempted:—

(i) by the Union, or if the Union refuses or neglects on application to it by the employer to issue a certificate of exemption;

(ii) by the Wages Board

from the requirement that he shall pay during the period of such failure such additional amount.

(b) Every such employer shall set aside a separate room or portion of the factory or workshop as a dining room wherein the employer shall provide adequate table and seating accommodation.

(c) Hot water shall be provided free of charge to be available to employees immediately meal time or rest period commences.

(d) The employer shall provide the necessary labour to keep such room clean.

## 12.

### DISPUTES.

Any disputes as to the rights of employees or the duties or obligations of an employer under this Determination shall be dealt with by the Wages Board.

## 13.

### TERMS OF ENGAGEMENT.

(a) The week shall terminate on a day other than Monday or Saturday, and all employees shall be paid all moneys due to them in full during the ordinary working hours not later than two working days following the termination of the week. In order to terminate employment of a weekly employee, two days' notice shall be given on any day, with payment to date of termination, or in lieu thereof two days' pay shall be paid or deducted. When employment is terminated by an employer, the employer shall, upon the date of such termination, pay to the employee (weekly employee or piece-worker) all moneys due to him or her, and, when employment is terminated by an employee in accordance with the terms of this Determination, the employer shall pay to the employee (weekly employee or piece-worker) all moneys due to him or her.

(b) All weekly wages shall be paid to the employees in full, with the following exceptions:—

(1) *Turns to be Observed.*—In slack times the employer shall observe turns of employment for weekly workers and piece-workers (including outside workers) not engaged on making samples in the respective class or classes of work at which they are engaged, provided always that journeymen and journeymen having apprentices under their control shall be allowed in their turn extra work equivalent to the wages of the apprentice during the time the turn system is in operation. The employer shall keep in the workroom a true record of every turn, which shall be open to the inspection of the employees.

(2) *Standing Off Employees in Turn.*—Should any employer during slackness of trade desire to stand off his employees in turn, then the employer on any day during any week shall inform every person whom it is proposed to stand off of any day or days in the following week (other than a Saturday or holiday) upon which his or her services will not be required; but an employee shall not, except under the conditions provided in sub-clause (3) of this clause, be stood off for part of a day without being paid for a whole day.

(3) *Employees Working Shortened Hours.*—If it is desired to work a week of shorter hours in slack times, instead of standing the employees off in turn, the employer may make an arrangement to work his employees for shortened hours, but such arrangement shall be made only where, on the vote of the employees being taken, a majority of the whole of the employees votes in favour of such arrangement.

Where such an arrangement is made, the employees shall be informed on the day ending each week of the shortened hours to be worked in the following week.

Where an arrangement is made in compliance with this provision the employer shall pay each employee for the actual hours worked on each day on the basis of his or her weekly wage.

(4) *Vacation Periods.*—Nothing contained in this sub-clause shall apply in the case of the usual vacation period at Christmas or Easter.

(c) *Classes of Employees.*—For the purpose of this clause (but subject to the provisions of sub-clause (b) hereof), in operating the turn system the various classes of employees shall be taken separately, and "classes of employees" shall mean each class of employee in respect of which a classification of work has been provided under this Determination, but in all cases, male improvers and journeymen, or female improvers and journeymen doing the same class of work, shall be deemed to be one class of employee.

(d) *Stoppage of Work re Breakdown of Machinery.*—In the event of the work of a factory being stopped by a breakdown of machinery or a stoppage of supply of power, or for any cause for which the employer cannot reasonably be held responsible, all weekly hands who present themselves for work shall be found work for that day, or paid one day's wages in lieu thereof, but when such breakdown or stoppage occurs the employer may give notice to an employee that his or her services will not be required on the following day or days, and the employee shall not be entitled to any further payment in respect of any further days on which he or she is out of employment by reason of such break-down or stoppage.

*(e) Terminating Employment in Relation to a Holiday.—*

- (i) Where the employer terminates the employment of an employee within fourteen days of a day on which a holiday occurs, and such employee is re-employed within a period of one month after such holiday, the employee 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 one week prior to the termination of the employment.
- (ii) Should the employment of an employee be terminated, or should an employee be stood off within fourteen days prior to any holiday or to the commencement of any group of holidays prescribed in this Determination, such employee shall be paid for such holiday or group of holidays, provided that such employee has been employed by the employer for a period of at least one week prior to the termination of the employment.
- (iii) When any two or more of the holidays prescribed in this Determination occur within two weeks of one another, such holidays shall for the purposes of sub-clause (ii) hereof be deemed to be a group of holidays.
- (iv) Where the employer terminates the employment of an employee more than fourteen days, but not exceeding one month prior to a day on which a holiday occurs and such employee is re-engaged within a period of one month, or normal business is resumed within such period of one month after such holiday, the employee 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 one week prior to the termination of employment.

An employer shall be deemed to comply with the requirements of this sub-clause if on terminating the employment of any employee he gives that employee annual holidays or payment in lieu thereof in accordance with clause 9 hereof.

*(f) Employees Absenting Themselves.—*No employee shall, without just cause, be absent from his or her place of employment during the prescribed hours whilst there is work ready to be done by such employee, and, where weekly wages are fixed, the employee, to be entitled to the sums so fixed, must be available and ready and willing to do the work on the days and during the hours fixed by this Determination.

## 13A.

## PART-TIME EMPLOYEES.

Females may be employed as part-time employees in any branch of the clothing industry covered by this Determination upon and subject to the following terms and conditions:—

- (a) They shall be journeywoman within the meaning of this Determination.
- (b) They shall be employed for not less than twenty hours in any week.
- (c) They shall not be employed both on time work and piece work or both on time work and task work in any week.
- (d) If time workers, they shall be paid for each hour worked at the rate at least of 1/44th of the minimum weekly wage prescribed by this Determination for the class of work performed by them and if piece or task workers they shall be paid at the appropriate piece work rate or task rate payable under this Determination, but in no case shall any of such employees be paid less than so much of the minimum weekly wage prescribed by this Determination as is proportionate to the time worked by them.
- (e) The payment or deduction of payment in lieu of notice of termination of employment shall be 2/5ths of the pay of the preceding week of the employee concerned.
- (f) No employee employed or working as a full-time employee in any branch of the clothing industry on or after the first day of May, 1944, shall be employed or work as a part-time employee unless a permit in writing is obtained from the Secretary for Labour permitting such employee to be employed or to work as a part-time worker.
- (g) The provisions of this Determination as regards annual leave and holidays shall apply to such part-time employees but they shall be paid in respect of the period of such annual leave and in respect of holidays only at the rate actually being received by them at such time.
- (h) Save as aforesaid all the provisions of this Determination shall apply to such part-time employees.

## 14.

## OUTSIDE WORKERS.

- (a) Any employer may cause any work covered by this Determination to be done for him by any person (hereinafter called an "outside worker") who shall be the holder of a current outside worker's licence issued to him by the Secretary for Labour authorizing him to work as an outside worker for such employer.
- (b) Every such licence shall authorize the holder to work as an outside worker for one and only one employer named therein, and shall be current for a period specified therein not being more than six calendar months from the date of issue thereof.
- (c) No such licence shall be issued unless the Secretary for Labour is satisfied that the applicant—
  - (i) is in necessitous circumstances;
  - (ii) cannot for some sufficient reason seek employment in a factory or workshop;
  - (iii) is a person legally entitled to the benefits of this Determination and to recover the rates of pay herein provided, and
  - (iv) will not as a result of the issue thereof be the holder of current outside workers' licences relating to more than one employer.
- (d) The Secretary for Labour may at any time in his discretion cancel such licence—
  - (i) at the request of the holder;
  - (ii) if he is satisfied that any of the conditions mentioned in the last preceding sub-clause is no longer complied with; or
  - (iii) if he is satisfied that the holder has broken any of the conditions of such licence set forth in sub-clause (c) hereof.
- (e) The conditions of any such licence shall be that the outside worker during the currency of such licence—
  - (i) shall not do any work covered by this Determination in any workshop or factory or in the company of other persons then also doing any such work, except of persons holding current outside workers' licences and bearing to such outside worker the relation of parent, child, brother, sister, husband or wife.
  - (ii) shall be a person legally entitled to the benefits of this Determination and to recover the rates of pay herein provided;
  - (iii) shall not employ any labour whatsoever in connexion with the work entrusted to him;
  - (iv) shall not permit any portion of the work entrusted to him to be done by any other person;
  - (v) shall not suffer from any communicable disease or do any work in any place whereat any person is suffering from any communicable disease;
  - (vi) shall keep in a bound book a correct and complete record in ink of the hours worked by him each day on any such work; and
  - (vii) shall not work on any work covered by this Determination more than 44 hours in any one week.
- (f) An employer by whom work is given to an outside worker shall—
  - (i) not cause or permit him to do any part of such work in any workshop or factory;
  - (ii) pay him the piecework prices prescribed by this Determination;
  - (iii) pay him for each public holiday prescribed by this Determination occurring during the period he is doing such work for such employer one-fifth of the weekly wage prescribed by this Determination for employees doing similar work;
  - (iv) record in a bound record book in which each page is consecutively numbered—
    - (1) the name and full address of the outside worker;
    - (2) the description, and number of articles or garments given to the outside worker; and
    - (3) the price paid or agreed to be paid for such work; and
  - (v) obtain the signature of the outside worker to each entry in such book.

(g) Any such record book so kept shall be open for inspection during business hours by (1) any person or persons authorized by the Secretary for Labour and (ii) any officer or officers of the Amalgamated Clothing and Allied Trades Union of Australia, provided that no more than two of such persons or two of such officers shall inspect such book at any one time.

(h) No employer shall have more than one outside worker plus such number of outside workers as bears to the number of workers directly employed by him in his usual workshop or factory a ratio not exceeding one to ten.

(i) Outside workers shall be provided free of charge with cotton, silk, thread and all other sewings and trimmings used in the manufacture of articles or garments.

(j) In the case of an employer delivering and/or collecting the work of any outside worker the same shall be done without charge to such outside worker.

## 15.

## MISCELLANEOUS PROVISIONS.

(a) *Record of Time Worked and Wages Paid.*—(1) The employer shall provide in each factory, or place where there are fewer than 30 employees, and where work is carried on for him, a time and wages book. Such time and wages book:—

(i) shall be in the English language and shall contain a correct account of the hours worked each day, and the wages received each week, by each employee;

(ii) shall be kept correctly entered up in ink; and

(iii) shall record clearly the actual date of each day, of each week, and also the date of the day on which the week ends.

(2) The employer shall provide in each factory or place where there are not fewer than 30 employees, and where work is carried on for him, a time-book, or sheet, or record. Such time-book, or sheet, or record shall be in the English language and shall contain a correct account of the hours worked each day and the wages received each week by each employee. Such time-book, or sheet, or record shall be kept correctly and entered up in ink.

(b) *Chairs to have Backs.*—(1) Where it is necessary for employees to sit at their work, seats shall be provided for the employees by the employer. Such seats shall be reasonably comfortable seats.

(2) A seat provided for any female employee shall have a back to it, unless the work of such employee cannot be conveniently done in such a seat, or unless the employee requests to be allowed to use a seat without a back to it.

(c) *Collecting Logs.*—Where piece-work is in operation, the employer shall make arrangements for collecting the logs, and the employees need not leave their places.

(d) *Rest Period.*—When any spell of duty is for more than four hours, an interval of ten minutes, to be selected by the employer, shall be allowed in the second or third hour to females and apprentices for refreshment. The interval shall be as part of the time of duty, without deduction of time-work pay. During such rest period, the employees may leave their seats, but not the premises.

(e) *Authorized Person may Enter Factory.*—

(i) Any person or persons duly authorized, in writing, by the Secretary for Labour (such authorization to be terminable at the will of the Secretary for Labour) shall have power to inspect any part of a factory, workshop, or place where it is believed that a breach of this Determination is occurring or has occurred.

(ii) At least six hours' notice shall be given by the authorized person or persons (not exceeding two) prior to his or their actually going on the premises, and the employer shall be notified of his or their arrival, and shall in person (accompanied by a nominee, or by his nominees, not exceeding two) be entitled to accompany the authorized person or persons, and shall provide access to the wages book or time sheet or records of any employee including outside workers. The work and duties of the employees shall be interfered with as little as possible by the authorized person or persons.

(iii) The Secretary for Labour shall have power to dispense with the said six hours' notice on special application being made for any cause shown and supported by an affidavit setting out the facts. A certificate duly signed by the Secretary for Labour stating that such notice has been dispensed with shall be sufficient proof of such fact.

(f) *Union Official Visiting Employer's Establishment.*—

(1) The employer shall permit any official of the Victorian Branch of the Amalgamated Clothing and Allied Trades' Union of Australia (authorized in writing by the Secretary for Labour) to enter from time to time his or her factory or workshop during the midday meal time for the purpose of—

(i) collecting members' contributions;

(ii) posting union notices and interviewing employees on union matters relating to this industry and/or this Determination.

(2) Such authorized person shall inform the person in charge of his arrival before entering the workshop or factory. Such official shall have reasonable ingress into the factory and access to the employees. If any official so authorized makes himself objectionable during any such visit to the employer or his manager or foreman or any employee his right to visit may be terminated by the Secretary for Labour on the application of the employer.

(3) For the purpose of this clause the words "factory or workshop" shall include every room or place where work in respect of which a wage is prescribed by this Determination is carried out, together with the room in which the employees partake of their meals, notwithstanding that such room may be detached from or in a separate building from the main place of business of the employer.

## 16.

## PIECEWORK.

(a) Subject to payment of the minimum weekly wages prescribed by this Determination for employees in their respective classes and to the conditions hereinafter set out, the employer, in conjunction with the employees, may fix his own piecework prices, provided such prices enable a journeyman or journeywoman of average capacity working under like conditions to earn at least 10 per centum more than the minimum weekly wage in their respective classes. The same piecework prices shall be paid to all pieceworkers doing the same operation in the factory or workshop whether they be journeymen, journeywomen, improvers, apprentices or juveniles.

(b) All pieceworkers, who are available and ready and willing to work during the ordinary working hours but for whom work is not provided by the employer shall be paid in each week:—In the case of males not less than the "all others" rate; and in the case of journeywomen not less than the amount prescribed for "all others"; and in the case of apprentices or improvers not less than the amount prescribed by this Determination for an apprentice or improver of like experience.

(c) The piecework price in respect of all garments or parts of garments or other articles or parts of articles shall be determined in the following manner:—

(i) Where there are fewer than twenty employees involved in the work to be performed the employer or his representative, in conference with one employee chosen by and from such employees, shall fix the prices.

(ii) Where there are twenty or more employees involved in the work to be performed the employer or his representative, in conference with two employees so chosen, shall fix the prices.

(d) In the event of a dispute with reference to piecework prices the matter shall be referred to the Board of Reference.

(e) A copy of all piecework schedules shall, within 24 hours of their being fixed, be displayed by the employer in a conspicuous place in each and every room of the workshop or factory where such piecework is being performed and shall be kept displayed.

(f) In all factories and workshops where piecework conditions are now in operation, the same shall not be altered except in the manner prescribed in this clause for the determination of piecework prices.

17.

PERIODICAL ADJUSTMENT OF WAGES.

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 the rates for adults males shall be automatically adjusted as prescribed in clause 18.

Basic Wage.

Place.	Needs Basic Wage.	Loading Constant.	Total Basic Wage.	Index Number Set Assigned.
Throughout the State .. .. .	£ s. d. 5 0 0	s. d. 6 0	£ s. d. 5 6 0	Six Capital Cities (Weighted average).

18.

ADJUSTMENT OF BASIC WAGE.

(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 17.

(c) During each future successive period beginning with the first pay period to commence in a May 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 for the six months ending March or September next, preceding the half year for which the adjustment is made 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.

(d) In all cases where for the same class of work the same rates have been prescribed for journeymen or adult females as are prescribed in this Determination to be paid to journeymen or adult males, the rates for such journeymen or adult females shall be increased or decreased in the same manner and by the same amount as the rates for journeymen or adult males.

(e) Adult female rates (other than those provided for in sub-clause (d) hereof) shall be adjusted at the same time as adjustments may be made to adult male rates as prescribed in sub-clause (c) hereof, by increasing or decreasing the said female rates by 75 per cent. of the amount by which the rate in this Determination prescribed for the lowest paid adult male worker is increased or decreased.

(f) The amounts of the weekly rates for male apprentices, improvers and juveniles shall be adjusted proportionately to the rate of £4 9s. and the equivalent rate adjusted as hereinbefore prescribed (i.e. the rate for a male adult classified as "All (Others)"), calculated to the nearest sixpence any broken part of sixpence in the result not exceeding three pence to be disregarded, and shall conform to those payable from time to time under the terms of the appropriate award of the Commonwealth Arbitration Court.

(g) The amounts of the weekly rates for females apprentices, improvers or juveniles shall be adjusted proportionately to the increase or decrease in the rate of £3 19s. 6d. per week for journeymen calculated to the nearest sixpence any broken part of sixpence in the result not exceeding three pence to be disregarded.

(h) Piecework prices shall be increased or decreased in the same proportion as the rate for the journeymen or journeymen in the respective classes.

(i) The rates for apprentices, improvers, and juvenile workers shall be adjusted on the following rates:—

APPRENTICES OR IMPROVERS.

Experience.	Males.		Females.	Female Improvers commencing at the Trade between the Ages of 18 and 21 Years.
	Adjustable Weekly Wages.	Constant Loading.	Weekly Wages.	Weekly Wages.
	£ s. d.	s. d.	£ s. d.	£ s. d.
1st six months .. .. .	0 15 6	0 6	1 1 6	2 3 0
2nd .. .. .	0 19 0	0 6	1 7 0	2 8 6
3rd .. .. .	1 3 6	1 0	1 12 0	2 16 6
4th .. .. .	1 7 0	1 0	1 18 0	3 4 6
5th .. .. .	1 11 0	1 6	2 3 0	..
6th .. .. .	1 18 6	1 6	2 8 6	..
7th .. .. .	2 10 6	1 6	2 16 6	..
8th .. .. .	3 2 0	2 0	3 4 6	..

And thereafter the minimum weekly wage or piecework price.

19.

ADDITION TO NEEDS BASIC WAGE CONSTITUENT FOR MALES.

- (i) The weekly wage rates of all adult male employees shall be increased by the constant amount of 5s.
- (ii) The rates for adult male piece-workers shall be increased in the same proportion.

20.

SPECIAL LOADING.

(1) In addition to the amounts otherwise prescribed by this Determination the further additions hereinafter specified shall also be made to all wage rates or payments due from time to time to employees pursuant to this Determination.

- (i) To all weekly wage rates or earnings herein prescribed or payable hereunder at the sum of £4 9s. or more whether for male or female employees there shall be added a special loading of 5s. per week.



- (ii) To all weekly wage rates or earnings prescribed or payable hereunder for apprentices or improvers pursuant to clause 2 of the Determination there shall be added special loadings as follows :—

(a) Males—								s. d.
1st six months' experience	..	..	..	..	..	..	1 0	
2nd	"	"	..	..	..	..	1 0	
3rd	"	"	..	..	..	..	1 6	
4th	"	"	..	..	..	..	1 6	
5th	"	"	..	..	..	..	1 6	
6th	"	"	..	..	..	..	2 0	
7th	"	"	..	..	..	..	3 0	
8th	"	"	..	..	..	..	3 6	
9th	"	"	..	..	..	..	4 0	
10th	"	"	..	..	..	..	4 6	

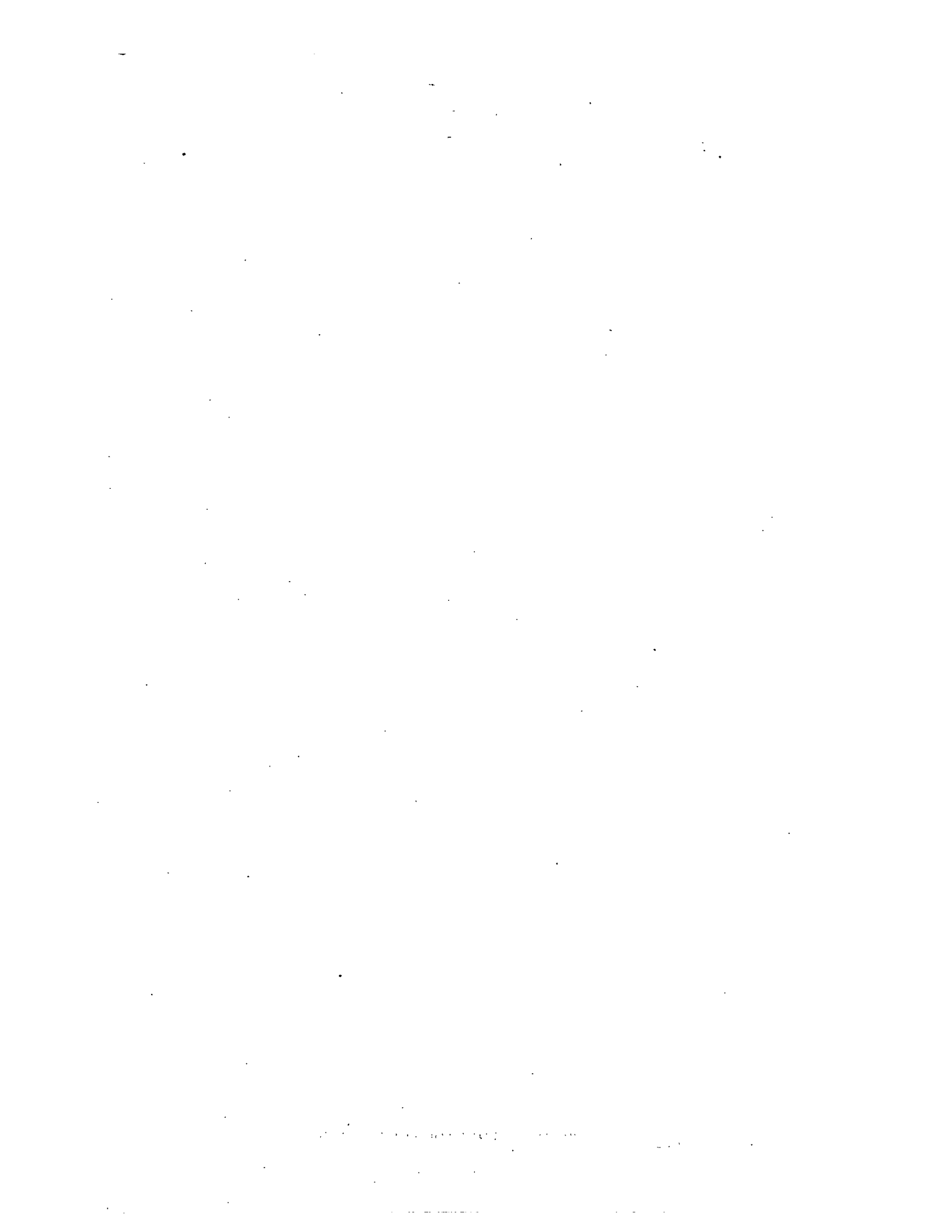
- (2) The further additions prescribed in sub-clause (1) hereof shall not be subject to periodical adjustment under clause 17 of this Determination nor shall they be deemed to be portion of the wage for the purpose of computing piece-work prices or task work, or overtime, holiday, or other penalty rates.

**NOTE.—The rates set out in Clause 2 INCLUDE the additional amounts prescribed by Clauses 19 and 20.**

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

J. V. WILLOX, Secretary.

Melbourne, 29th January, 1947.





# VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 246]

FRIDAY, MAY 9.

[1947.

Factories and Shops Acts

## DETERMINATION OF THE FUR 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 which was appointed to determine the lowest prices or rates which may be paid for wholly or partly preparing or manufacturing from furred or haired skins, articles such as coats, jackets, capes, scarfs, collars, cuffs, neckwear, muffs, rugs or mats, 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 the Board shall be revoked and replaced by this Determination.

2.

### APPRENTICES AND IMPROVERS.

(a) RATES PER WEEK OF 44 HOURS.

Experience.	Males.			Females.	Females commencing at the trade between the ages of 18 and 21 Years.
	Weekly Rate.	Special Loading.*	Total Weekly Wage.		
	£ s. d.	s. d.	£ s. d.	£ s. d.	£ s. d.
1st six months .. .. .	18 6	1 0	0 19 6	1 3 0	2 6 0
2nd " " .. .. .	1 2 6	1 0	1 3 6	1 9 0	2 11 6
3rd " " .. .. .	1 8 0	1 6	1 9 6	1 14 6	3 0 0
4th " " .. .. .	1 12 0	1 6	1 13 6	2 0 6	3 9 0
5th " " .. .. .	1 17 6	1 6	1 19 0	2 6 0	..
6th " " .. .. .	2 6 0	2 0	2 8 0	2 11 6	..
7th " " .. .. .	3 0 0	3 0	3 3 0	3 0 0	..
8th " " .. .. .	3 14 0	3 6	3 17 6	3 9 0	..
9th " " .. .. .	4 2 6	4 0	4 6 6	..	..
10th " " .. .. .	4 13 6	4 6	4 18 0	..	..

and thereafter the minimum wage or piecework price.

\* These special loadings shall not be subject to periodical cost of living adjustments nor shall they be deemed to be portion of the wage for the purpose of computing piecework rates or task work, or overtime, holiday, or other penalty rates.

(b) PROPORTION (IN ANY FACTORY OR PLACE).

#### Males.

One apprentice or improver to every two or fraction of two journeymen.

#### Females.

Three female apprentices or improvers to every journeywoman.

All apprentices shall be indentured in accordance with the prescribed form of indenture, provided that a minor may serve an employer as a probationer for a period not exceeding three months. During the said three months he or she shall be paid at least the minimum rates prescribed by this Determination for the first six months of apprenticeship. If the probationer becomes indentured, his or her indentures shall be taken to have commenced from the commencement of the period of probation.

In the event of the employer to whom an apprentice is bound ceasing to carry on business, such apprentice may be bound to another employer for the remainder of the term to be served; provided that if such apprentice be over the age of eighteen years at the time of the original employer ceasing to carry on business, such person may complete the time to be served as an improver.

3. OTHER PERSONS (EXCEPT APPRENTICES AND IMPROVERS).

		Weekly Rate.	Special Loading.*	Total Weekly Wage.
JOURNEYMEN.				
		£ s. d.	s. d.	£ s. d.
Cutters .. .. .		6 14 0	5 0	6 19 0
Nailers or blockers .. .. .		5 8 0	5 0	5 13 0
All others .. .. .		5 8 0	5 0	5 13 0
JOURNEYWOMEN.				
Machinists .. .. .				4 4 9
Finishers .. .. .				4 4 9
Table hands .. .. .				4 4 9
All others .. .. .				4 4 9

\* These special loadings shall not be subject to periodical cost of living adjustments nor shall they be deemed to be portion of the wage for the purpose of computing piecework rates or task work, or overtime, holiday, or other penalty rates.

4. DEFINITIONS AND CLASSIFICATION OF EMPLOYEES.

A journeyman is a male person other than an apprentice or improver (i) Who has served the term of experience prescribed by this Determination; or  
 A journeywoman is a female person other than an apprentice or improver (ii) Who has attained the age of 21 years; or  
 (iii) Who is in receipt of at least the minimum weekly wage prescribed for the class of work on which such person is engaged, whether on weekly wages or piecework.

5. HOURS OF EMPLOYMENT.

Forty-four hours shall constitute a week's work within the following hours:—Time of beginning, 8 a.m.; time of ending, 6 p.m.—on five days of the week. Time of beginning, 8 a.m.; time of ending, 1 p.m.—on the other day of the week on which the half-holiday is usually observed. Provided further that if the majority of the employees desire to start at 7.30 a.m., the work may begin at 7.30 a.m.

6. OVERTIME.

(a) Any employee who, in any day, has performed any work outside the working hours ordinarily observed in the factory or workshop in which he or she is employed, shall be paid overtime as follows:—

(1) Weekly workers shall be paid at the rate of time and one-half, and shall also be paid 1s. 6d. meal money when such overtime exceeds 40 minutes on week days or on Saturdays in those factories or workshops where a five and a half day week is worked.

In those factories or workshops where a five-day week is worked, all work done on Saturdays shall be paid for at the rate of time and a half, and 1s. 6d. meal money shall be paid when such overtime is worked after noon.

(2) Pieceworkers shall be paid (in addition to the ordinary piecework prices) for work done in the excess time such sum per hour as is equivalent to the weekly wage divided by 88, and shall also be paid 1s. 6d. meal money when such overtime exceeds 40 minutes on week days or on Saturdays in those factories or workshops where a five and a half-day week is worked.

In those factories or workshops where a five-day week is worked, for all work done on Saturdays pieceworkers shall be paid (in addition to the ordinary piecework prices for work done) such sum per hour as is equivalent to the weekly wage divided by 88, and 1s. 6d. meal money shall be paid when such overtime is worked after noon.

(b) No employee shall be employed overtime outside the hours fixed, except with his or her consent.

(c) No employee shall be dismissed, or in any way whatsoever be prejudiced in his or her employment, by reason of his or her refusal to work overtime outside the hours fixed.

(d) No employee under the age of sixteen years shall be employed overtime.

7. MIDDAY MEAL.

(a) An interval of not less than three-quarters of an hour shall be allowed for the midday meal unless a majority of the employees in any place desire it to be otherwise. In no circumstances shall less than thirty minutes be fixed.

(b) No work shall be performed during such meal time.

8. TASK SYSTEM.

No employer shall make a bonus or merit payment which fluctuates from period to period according to the amount of work performed by the employee concerned, and which is based upon a secret or task rate for measuring the output of such employee. No increase in wages granted to any employee, after the date of operation of this Determination, above the rates herein prescribed shall be deemed to be in contravention of this clause if the same be paid for a period of three months, or for the term of employment, whichever period is the shorter; provided, however, that such increased wages may, at the discretion of the employer, be adjusted according to the wages rates prescribed from time to time by this Determination.

In all factories and workshops where a minimum task is set for a minimum wage the following shall be observed:—

(a) The task rate in respect of all garments or parts of garments or other articles or parts of articles shall be determined in the manner following:—

(i) Where there are fewer than twenty employees involved in the work to be performed, the employer or his representative, in conference with one employee chosen by and from such employees, shall fix the rates.

(ii) Where there are twenty or more employees involved in the work to be performed, the employer or his representative, in conference with two employees so chosen, shall fix the rates.

(b) The task rates shall be fixed so as to enable the average worker to earn the minimum wage prescribed by this Determination for the class of work to be performed; and any number of garments or parts of garments or other articles or parts of articles made in excess of the minimum weekly task fixed by the task rates for the minimum weekly wage shall be paid for at *pro rata*, plus 10 per cent.

(c) When any employee is employed for less than a week on the task rates, then the task of the said employee shall be fixed at per day at the weekly rate prescribed.

- (d) Any excess number of garments or parts of garments or other articles or parts of articles made in any day by the employee shall be subject to the same *pro rata* payment as would apply if the employee were engaged for the whole week.
- (e) A copy of all task rate schedules shall, within 24 hours of their being fixed, be displayed by the employer in a conspicuous place in each and every room of the workshop or factory where such tasks respectively are being performed.
- (f) A combination or team shall mean two or more persons working together on the same class of work, employed on weekly wages where a task has been imposed. Where employees work in a combination or team, the additional amount of wages shall be distributed amongst the employees on a percentage basis, according to the amount of their ordinary weekly wages.

9.

## HOLIDAYS.

(a) All weekly wage employees, whether in a city or elsewhere, shall be granted the following holidays without deduction of pay:—The days observed as New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day, and Boxing Day.

(b) All employees working on piecework or task work shall be granted the same holidays as are granted to weekly wage workers, and, subject as hereinafter provided, they shall be paid for such holidays the amount for each holiday based on the minimum weekly wage prescribed by this Determination for the class of work performed.

(c) If any of the above holidays occurs on a Sunday or Saturday and is not observed on any other day, then employees shall not be paid for such Sunday, and shall be paid for such Saturday as for a half-day, but not otherwise.

(d) All other weekly employees, whether in a city or elsewhere, shall be paid for the above holidays an amount for each holiday based on the actual weekly wage paid to them by the employer.

(e) Any employee absenting himself or herself from work on any portion of the working day preceding or any portion of the working day succeeding a holiday provided for herein, other than Boxing Day and New Year's Day, without permission from the employer or without having reasonable cause for having absented himself or herself from work, shall not be entitled to payment for such holiday.

(f) Any weekly employee who is employed on a Sunday or any holiday provided for herein shall be paid for that day at the rate of time and a half in addition to his or her weekly wage.

(g) Any pieceworker employed on a Sunday or any holiday prescribed by this Determination shall be paid, in addition to the prescribed piecework prices, at the rate of time and a half calculated on the minimum wage prescribed for the class of work performed.

10.

## ANNUAL LEAVE.

(1) Except as hereinafter provided a period of fourteen consecutive days leave with payment of ordinary pay for two weeks shall be allowed annually by each employer to each of his employees after a period of twelve months continuous service with him by the employee concerned.

(2) Such period of annual leave shall not include any public holiday granted by the said Determination, observed on a working day, but include all other non-working days within the period of annual leave of the employee concerned.

(3) (a) If any public holiday granted by the said Determination 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 his period of annual leave one day, being an ordinary working day on ordinary pay for each such holiday observed as aforesaid.

(b) Where an employee without reasonable excuse, proof whereof shall lie upon him, is absent from his employment on the working day or part of the working day prior to the commencement of his annual leave, or fails to resume work at his ordinary starting time on the working day immediately following the last day of the period of his annual leave, the employee shall not be entitled to payment for the public holidays which fall within his period of annual leave.

(4) Continuity of service shall not be broken nor be deemed to be broken by:—

(a) any interruption or termination of the employment of an employee by his employer, if such interruption or termination has been made with the intention of avoiding any obligation under the Determination in respect of annual leave, and proof that it has not been made with such intention shall be on the employer;

(b) any absence from work less than fourteen days in the twelve months on account of sickness or accident, proof whereof shall be on the employee;

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

(d) any absence to reasonable cause proof whereof shall be on the employee;

(e) the standing off of an employee or the working of shortened hours by an employee pursuant to clause 14 of the Determination, or the non-attendance for work by an employee after receipt of notice by him under sub-clause (d) of such clause that his services will not be required on the following day or days;

(f) any absence from work of more than fourteen days in the twelve months on account of sickness or accident proof whereof shall be on the employee.

(g) absence from work due to sickness or accident as prescribed in (b) and (f) of this sub-clause shall be subject to the provisions set out in sub-clause (10) hereof.

(5) In calculating a period of twelve months continuous service:—

(a) any annual leave taken therein;

(b) any absence of the kind mentioned in (a), (b) and (e) of sub-clause (4) above;

(c) any absence on account of leave granted imposed or agreed to by the employer shall be counted as part of such period;

(d) In respect of absences of the kind mentioned in placita (c) (other than absences on account of leave imposed by the employer) (d) and (f) of sub-clause 4 above the employee shall serve such additional period as part of his qualification for annual leave as will equal the period of such absences.

(6) Notwithstanding any of the other provisions of this clause, proportionate payment for annual leave shall be made by an employer in respect of each completed month of continuous service when the employee so serving leaves his employment or his employment is terminated by the employer before the completion of any twelve-monthly qualifying period under this clause. Such payment shall be made forthwith on such employee so leaving or on his employment being so terminated as the case may be.

(7) Notwithstanding any of the other provisions of this clause, annual leave shall be allowed and shall be taken and payment shall not be made or accepted in lieu thereof.

(8) (a) Such annual leave shall be given by the employer and taken by the employee before the expiration of a period of six weeks after the date upon which the right to such annual leave accrues unless otherwise agreed to by the employer and employee concerned.

(b) An employee who has not completed his qualifying period of twelve months by the day on which the customary Christmas holiday period commences in the case of his employer in the year concerned, shall (unless the exigencies of the business otherwise require) be granted such proportionate leave and pay as his service prior thereto entitles him, and thereafter his qualifying period shall in cases not covered by sub-clause (9) hereof start afresh as from the commencement of such proportionate leave.

(c) The employer shall give the employee at least thirty days notice of the date from which such annual leave shall be taken.

(d) Each employee shall be paid in advance by his employer before the commencement of the employee's annual leave his ordinary pay for the said period of annual leave.

(e) Notwithstanding any of the other provisions of this clause, in no case shall annual leave be given and taken later than the expiration of three months after the date on which such annual leave accrues.

(9) Where an employer closes down his factory or workshop or a section or sections thereof for the purpose of allowing annual leave to all or the majority of the employees in the factory or workshop or section or sections concerned the following provisions shall apply:—

- (a) He may by giving to the employees concerned not less than one month's notice of his intention so to do, stand off for the duration of the close down all employees in the factory or workshop or sections 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.
- (b) 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.
- (c) The next twelve-monthly qualifying period for each employee affected by such close down shall commence from the day on which the factory or workshop or section or sections concerned is closed down for the annual leave in question.
- (d) If in the first year of his service with an employer an employee is allowed proportionate annual leave under sub-clause (8) (b) 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 (6) of this clause, subject to adjustment for any proportionate leave, which he may have been allowed as aforesaid.
- (e) Provided always that any employee leaving his employment by reason of his non-compliance with clause 14 (a) of the Determination and who when so leaving suffers a deduction of pay under such clause shall be entitled notwithstanding such non-compliance to the benefit of sub-clause (8) of this clause.

(10) (a) Should an employee be absent from his work on account of sickness or accident, it shall be necessary for such employee to notify his employer that such absence is due to sickness or accident. Such notification shall if required by the employer, but not otherwise be in the form of a written message which shall be sent by or on behalf of the employee within forty-eight hours after the commencement of such absence.

(b) If an employer within seven days after the receipt by him of advice or when required of a written message sent by or on behalf of an absent employee, alleging that his absence is due to sickness or accident, fails to despatch or give to the employee written notice that he does not accept the message as satisfactory evidence of the facts alleged by or in it such message shall be deemed to be prima facie evidence that the absence of the employee was due to sickness or accident.

(c) If an employer within seven days after the receipt by him or such a message despatches or gives to the employee written notice that he does not accept such message as satisfactory evidence of sickness or accident, but requires further evidence thereof the employee shall within a reasonable time furnish such further evidence. If the employer requires the employee to obtain a medical certificate or other proof of sickness or accident the employer shall pay or refund any fee and incidental expenses necessarily incurred or paid by the employee in complying with such requirement. The employee shall submit to medical examination at the employer's expense if so required and shall not obstruct or interfere with inquiries deemed to be necessary by the employer.

(d) In the event of any dispute arising in regard to any of the foregoing placita (a), (b) and/or (c) of this sub-clause, such dispute may be referred for determination to the Wages Board and the said Wages Board, shall thereupon consider and determine such dispute and the employee concerned in such dispute shall, if his claim succeeds and the Wages Board so decides, but not otherwise in such case, be entitled to be paid by his employer for all time lost and for any reasonable expenses incurred consequent on his attendance before such Wages Board.

(e) In any cases where the period of seven days referred to in placita (b) and/or (c) hereof expires after the finish of the last working day in the calendar week, or on a public holiday, such period shall be deemed to extend to noon of the next ordinary working day and in any case where illness commences after the finish of such last working day such period of forty-eight hours shall be deemed to commence at the starting hour of the next ordinary working day.

(11) (a) Any absence from work shall not be deemed to break the continuity of service of any employee unless within seven days of the commencement of such absence his employer gives or despatches to such employee notice in writing that he regards, either conditionally or unconditionally, such absence as constituting a break in the continuity of the service of such employee.

(b) In any case where an employee has been absent from his employment for any cause not mentioned in any of the placita (a), (b), (c), (d), (e) or (f) of sub-clause (4) hereof and such employee has been notified in accordance with sub-clause (11) (a) hereof, that his employer regards such absence as constituting a break in the continuity of the employee's service, such employee may apply to the said Wages Board within fourteen days of receiving such notification for a decision that it is, under all the circumstances, unduly harsh and unconscionable (proof whereof shall be on the employee) that he should suffer the loss to the full extent of such portion of a qualifying period for annual leave as he may have served up to the time of such absence. The said Wages Board shall upon receipt of any such application consider and make a decision thereon with due regard to all the circumstances of the absence and may decide that, despite the said absence, either the period of continuous service served by the employee prior thereto shall not be lost to him as portion of a qualifying period for annual leave, or that his period of annual leave should be reduced. But in the former case the decision shall be subject to a condition that he served such period of continuous service as an addition to and part of his full qualifying period as the Wages Board may determine. Such additional period of continuous service shall not be less than the time lost by the employee as a result of the absence the subject of the dispute.

For the purposes of this clause:—

"Ordinary Pay" means in the case of a time worker the ordinary remuneration he receives for the normal weekly number of hours worked by him and in the case of piece, task, or bonus worker the ordinary time rate.

"Employer" and all variations of such word includes and include respectively all persons firms and corporations covered by the said Determination irrespective of the gender used.

"Service" means service with any employer covered by the said Determination as from not earlier than the 1st day of January, 1946.

The masculine includes the feminine.

## 11.

### SICK PAY.

(1) When an employee has been employed by an employer during a period of three months and is subsequently absent from work on account of personal sickness or accident such employer shall not deduct from the pay of such employee on account of such absence the amount which the employee would be entitled to receive if working, but shall pay such employee such amount or amounts as the employee would have been entitled to receive if working, but not exceeding in all in any one year of his employment with such employer forty-four hours ordinary pay.

(2) (a) Should an employee be absent from his work on account of sickness or accident it shall be necessary for such employee to notify his employer that such absence is due to sickness or accident. Such notification shall if required by the employer be in the form of a written message which shall be sent by or on behalf of the employee within forty-eight hours of the commencement of such absence.

(b) If an employer within seven days after the receipt by him of a written message sent by or on behalf of an absent employee, alleging that his absence is due to sickness or accident, fails to despatch or give to the employee written notice that he does not accept the message as satisfactory evidence of the facts alleged by it, it shall be deemed to be prima facie evidence that the absence of the employee was due to sickness or accident.

(c) If an employer within seven days after the receipt by him of such a message despatches or gives to the employee written notice that he does not accept such message as satisfactory evidence of sickness or accident, but requires further evidence thereof the employee must within a reasonable time furnish such further evidence. If the employer requires the employee to obtain a medical certificate or other proof of sickness or accident the employer shall pay or refund any fee and incidental expenses necessarily incurred or paid by the employee in complying with such requirement. The employee shall submit to medical examination at the employer's expense if so required and shall not obstruct or interfere with inquiries deemed to be necessary by the employer.

(d) In the event of any dispute arising in regard to any of the foregoing placita (a) and/or (b) and/or (c) of this sub-clause such dispute may be referred for determination to the appropriate Wages Board and the said Wages Board shall thereupon consider and determine such dispute and the employee concerned in such dispute shall if his claim succeeds and the Wages Board so decides, but not otherwise, in such case, be entitled to be paid by his employer for all time lost and for any reasonable expenses incurred consequent on his attendance before such Wages Board.

(e) In any case where the period of seven days referred to in placita (b) and (c) hereof expires after the finish of the last working day in the calendar week, or on a public holiday, the period shall be deemed to extend to noon of the next ordinary working day and in any case where illness commences after the finish of such last working day the said period of forty-eight hours referred to in placita (a) hereof shall be deemed to commence at the starting hour of the next ordinary working day.

(3) If an employee be not entitled to receive in any one year the whole or part of forty-four hours ordinary pay on account of sickness or accident the whole or part of such pay to which he is not so entitled in such year shall accumulate from year to year up to, but not exceeding three years by or in such accumulation 132 hours ordinary pay as sick pay.

(4) In the event of the employee having received in respect of any such sickness or accident as is mentioned in sub-clause (1) hereof any payment or monetary allowance or benefit in pursuance of any Commonwealth or State legislation or regulation or order made thereunder the employer shall be entitled to deduct from the employee's pay during any period of absence in pursuance of the provisions of this clause the equivalent of any such payment or monetary allowance or benefit and shall be liable to the employee for the remainder only.

(5) Notwithstanding anything in this clause contained an employee shall not be entitled to more than forty-four hours ordinary pay as sick pay in respect of any one period of twelve months.

(6) (a) Before leaving his place of employment for whatsoever cause an employee shall receive from his employer a certificate in the form set out hereunder showing the length of his service with the employer and the amount of sick leave granted, if any, during such employment:—

I hereby certify that ..... was employed by me from ..... to ..... and that during

such period of employment he/she received payment for ..... hours on account of sickness.

The inclusive dates of the last absence as above were from ..... to .....

Signature.

(b) If no sick leave has been granted to an employee during his period of service with an employer the certificate herein prescribed shall indicate that fact.

(7) In the event of any dispute regarding the right of an employee to sick pay under this clause, the employee shall if so required by his employer produce the afore-mentioned certificate to such employer.

For the purposes of this clause:—

"Ordinary Pay" means in the case of a time worker the ordinary remuneration he received for the normal weekly numbers of hours worked by him and in the case of a piece, task, or bonus worker the ordinary time rate.

"Employer" and all variations of such word includes and include respectively all persons firms and corporations covered by the said Determination irrespective of the gender used.

"Service" means service with any employer covered by the said Determination as from not earlier than the 1st day of January, 1946.

The masculine includes the feminine.

## 12.

### DINING ACCOMMODATION.

If any employer of more than five employees in any factory or workshop fails to provide the accommodation and facilities in this clause set out he shall (subject to the following proviso) during the period of such failure pay to each and every such employee an additional amount equivalent at 2½ per centum of the amount of wages prescribed for such employee by this Determination to compensate such employees for the absence of such accommodation and facilities, provided that any employer who has failed for good cause to provide such accommodation and facilities may be exempted:—

(i) by the Union, or if the Union refused or neglected on application to it by the employer to issue a certificate of exemption;

(ii) by the Wages Board from the requirement that he shall pay during the period of such failure such additional amount.

(b) Every such employer shall set aside a separate room or portion of the factory or workshop as a dining room wherein the employer shall provide adequate table and seating accommodation.

(c) Hot water shall be provided free of charge to be available to employees immediately meal time or rest period commences

(d) The employer shall provide the necessary labor to keep such room clean.

## 13.

### DISPUTES.

Any disputes as to the rights of employees or the duties or obligations of an employer under this Determination shall be dealt with by the Wages Board.

## 14.

### TERMS OF ENGAGEMENT.

(a) The week shall terminate on a day other than Monday or Saturday, and all employees shall be paid all moneys due to them in full during the ordinary working hours not later than two working days following the termination of the week. In order to terminate employment of a weekly employee, two days' notice shall be given on any day, with payment to date of termination, or in lieu thereof two days' pay shall be paid or deducted. When employment is terminated by an employer, the employer, upon the date of such termination, shall pay to the employee (weekly employee or pieceworker) all moneys due to him or her, and, when employment is terminated by an employee in accordance with the terms of this Determination, the employer shall pay to the employee (weekly employee or pieceworker) all moneys due to him or her.

(b) All weekly wages shall be paid to the employees in full, with the following exceptions:—

(1) *Turns to be Observed.*—In slack times the employer shall observe turns of employment for weekly workers and pieceworkers (including outside workers) not engaged on making samples in the respective class or classes of work at which they are engaged, provided always that journeymen and journeymen having apprentices under their control shall be allowed in their turn extra work equivalent to the wages of the apprentice during the time the turn system is in operation. The employer shall keep in the workroom a true record of every turn, which shall be open to the inspection of the employees.

(2) *Standing Off Employees in Turn.*—Should any employer during slackness of trade desire to stand off his employees in turn, then the employer on any day during any week shall inform every person whom it is proposed to stand off of any day or days in the following week (other than a Saturday or holiday) upon which his or her services will not be required; but an employee shall not, except under the conditions provided in sub-clause (3) of this clause, be stood off for part of a day without being paid for a whole day.

- (3) *Employees Working Shortened Hours.*—If it is desired to work a week of shorter hours in slack times, instead of standing the employees off in turn, the employer may make an arrangement to work his employees for shortened hours, but such arrangement shall be made only where, on the vote of the employees being taken, a majority of the whole of the employees votes in favour of such arrangement.

Where such an arrangement is made, the employees shall be informed on the day ending each week of the shortened hours to be worked in the following week.

Where an arrangement is made in compliance with this provision the employer shall pay each employee for the actual hours worked on each day on the basis of his or her weekly wage.

- (4) *Vacation Periods.*—Nothing contained in this sub-clause shall apply in the case of the usual vacation period at Christmas or Easter.

(c) *Classes of Employees.*—For the purpose of this clause (but subject to the provisions of sub-clause (b) hereof), in operating the turn system the various classes of employees shall be taken separately, and "classes of employees" shall mean each class of employee in respect of which a classification of work has been provided under this Determination, but in all cases, male improvers and journeymen, or female improvers and journeywomen doing the same class of work, shall be deemed to be one class of employee.

(d) *Stoppage of Work re Breakdown of Machinery.*—In the event of the work of a factory or workshop being stopped by a breakdown of machinery or a stoppage of supply of power, or for any cause for which the employer cannot reasonably be held responsible, all weekly hands who present themselves for work shall be found work for that day, or paid one day's wages in lieu thereof, but when such breakdown or stoppage occurs the employer may give notice to an employee that his or her services will not be required on the following day or days, and the employee shall not be entitled to any further payment in respect of any further days on which he or she is out of employment by reason of such breakdown or stoppage.

- (e) *Terminating Employment in Relation to a Holiday.*—

(i) Where the employer terminates the employment of an employee within fourteen days of a day on which a holiday occurs and such employee is re-employed within a period of one month after such holiday the employee 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 one week prior to the termination of the employment.

(ii) Should the employment of an employee be terminated, or should an employee be stood off within fourteen days prior to any holiday or to the commencement of any group of holidays prescribed in this Determination, such employee shall be paid for such holiday or group of holidays provided that such employee has been employed by the employer for a period of at least one week prior to the termination of the employment.

(iii) When any two or more of the holidays prescribed in this Determination occur within two weeks of one another, such holidays shall for the purposes of sub-clause (ii) hereof be deemed to be a group of holidays.

(iv) Where the employer terminates the employment of an employee more than fourteen days, but not exceeding one month prior to a day on which a holiday occurs, and such employee is re-engaged within a period of one month or normal business is resumed within such period of one month after such holiday the employee 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 one week prior to the termination of employment.

An employer shall be deemed to comply with the requirements of this sub-clause if on terminating the employment of any employee he gives that employee annual holidays or payment in lieu thereof in accordance with clause 10 hereof.

(f) *Employees Absenting Themselves.*—No employee shall, without just cause, be absent from his or her place of employment during the prescribed hours whilst there is work ready to be done by such employee, and where weekly wages are fixed the employee to be entitled to the sums so fixed must be available and ready and willing to do the work on the days and during the hours fixed by this Determination.

## 14.

## PART-TIME EMPLOYEES.

Females may be employed as part-time employees in any branch of the clothing industry covered by this Determination upon and subject to the following terms and conditions:—

- (a) They shall be journeywomen within the meaning of this Determination.
- (b) They shall be employed for not less than twenty hours in any week.
- (c) They shall not be employed both on time work and piece work or both on time work and task work in any week.
- (d) If time workers, they shall be paid for each hour worked at the rate at least of 1/44th of the minimum weekly wage prescribed by this Determination for the class of work performed by them and if piece or task workers they shall be paid at the appropriate piece work rate or task rate payable under this Determination, but in no case shall any of such employees be paid less than so much of the minimum weekly wage prescribed by this Determination as is proportionate to the time worked by them.
- (e) The payment or deduction of payment in lieu of notice of termination of employment shall be 2/5ths of the pay of the preceding week of the employee concerned.
- (f) No employee employed or working as a full-time employee in any branch of the clothing industry on or after the first day of May, 1944, shall be employed or work as a part-time employee unless a permit in writing is obtained from the Secretary for Labour permitting such employee to be employed or to work as a part-time worker.
- (g) The provisions of this Determination as regards annual leave and holidays shall apply to such part-time employees but they shall be paid in respect of the period of such annual leave and in respect of holidays only at the rate actually being received by them at such time.
- (h) Save as aforesaid all the provisions of this Determination shall apply to such part-time employees.

## 15.

## OUTSIDE WORKERS.

(a) Any employer may cause any work covered by this Determination to be done for him by any person (hereinafter called an "outside worker") who shall be the holder of a current outside worker's licence issued to him by the Secretary for Labour authorizing him to work as an outside worker for such employer.

(b) Every such licence shall authorize the holder to work as an outside worker for one and only one employer named therein, and shall be current for a period specified therein not being more than six calendar months from the date of issue thereof.

- (c) No such licence shall be issued unless the Secretary for Labour is satisfied that the applicant—

- (i) is in necessitous circumstances;
- (ii) cannot for some sufficient reason seek employment in a factory or workshop;
- (iii) is a person legally entitled to the benefits of this Determination and to recover the rates of pay herein provided, and
- (iv) will not as a result of the issue thereof be the holder of current outside workers' licences relating to more than one employer.

- (d) The Secretary for Labour may at any time in his discretion cancel such licence—

- (i) at the request of the holder;
- (ii) if he is satisfied that any of the conditions mentioned in the last preceding sub-clause is no longer complied with; or
- iii if he is satisfied that the holder has broken any of the conditions of such licence set forth in sub-clause (e) hereof.



- (e) The conditions of any such licence shall be that the outside worker during the currency of such licence—
- (i) shall not do any work covered by this Determination in any workshop or factory or in the company of other persons then also doing any such work, except of persons holding current outside workers' licences and bearing to such outside worker the relation of parent, child, brother, sister, husband or wife.
  - (ii) shall be a person legally entitled to the benefits of this Determination and to recover the rates of pay herein provided;
  - (iii) shall not employ any labour whatsoever in connexion with the work entrusted to him;
  - (iv) shall not permit any portion of the work entrusted to him to be done by any other person;
  - (v) shall not suffer from any communicable disease or do any work in any place whereat any person is suffering from any communicable disease;
  - (vi) shall keep in a bound book a correct and complete record in ink of the hours worked by him each day on any such work; and
  - (vii) shall not work on any work covered by this Determination more than 44 hours in any one week.
- (f) An employer by whom work is given to an outside worker shall—
- (i) not cause or permit him to do any part of such work in any workshop or factory;
  - (ii) pay him the piecework prices prescribed by this Determination;
  - (iii) pay him for each public holiday prescribed by this Determination occurring during the period he is doing such work for such employer one-fifth of the weekly wage prescribed by this Determination for employees doing similar work;
  - (iv) record in a bound record book in which each page is consecutively numbered—
    - (1) the name and full address of the outside worker;
    - (2) the description, and number of articles or garments given to the outside worker; and
    - (3) the price paid or agreed to be paid for such work; and
  - (v) obtain the signature of the outside worker to each entry in such book.
- (g) Any such record book so kept shall be open for inspection during business hours by (i) any person or persons authorized by the Secretary for Labour and (ii) any officer or officers of the Amalgamated Clothing and Allied Trades Union of Australia, provided that no more than two of such persons or two of such officers shall inspect such book at any one time.
- (h) No employer shall have more than one outside worker plus such number of outside workers as bears to the number of workers directly employed by him in his usual workshop or factory a ratio not exceeding one to ten.
- (i) Outside workers shall be provided free of charge with cotton, silk, thread and all other sewings and trimmings used in the manufacture of articles or garments.
- (j) In the case of an employer delivering and/or collecting the work of any outside worker the same shall be done without charge to such outside worker.

## 16.

## MISCELLANEOUS PROVISIONS.

- (a) *Record of Time Worked and Wages Paid.*—(1) The employer shall provide in each factory, workshop, or place where there are fewer than 30 employees, and where work is carried on for him, a time and wages book. Such time and wages book:—
- (i) shall be in the English language and shall contain a correct account of the hours worked each day, and the wages received each week, by each employee;
  - (ii) shall be kept correctly entered up in ink; and
  - (iii) shall record clearly the actual date of each day, of each week, and also the date of the day on which the week ends.
- (2) The employer shall provide in each factory, workshop, or place where there are not fewer than 30 employees, and where work is carried on for him, a time book, or sheet, or record. Such time book, or sheet, or record shall be in the English language and shall contain a correct account of the hours worked each day and the wages received each week by each employee. Such time book, or sheet, or record shall be kept correctly and entered up in ink.
- (b) *Chairs to have Backs.*—(1) Where it is necessary for employees to sit at their work, seats shall be provided for the employees by the employer. Such seats shall be reasonably comfortable seats.
- (2) A seat provided for any female employee shall have a back to it, unless the work of such employee cannot be conveniently done in such a seat, or unless the employee requests to be allowed to use a seat without a back to it.
- (c) *Collecting Logs.*—Where piecework is in operation, the employer shall make arrangements for collecting the logs, and the employees need not leave their places.
- (d) *Rest Period.*—When any spell of duty is for more than four hours, an interval of ten minutes, to be selected by the employer, shall be allowed in the second or third hour to females and apprentices for refreshment. The interval shall be as part of the time of duty without deduction of time work pay. During such rest period, the employees may leave their seats, but not the premises.
- (e) *Authorized Person May Enter Factory.*—
- (i) Any person or persons duly authorized, in writing, by the Secretary for Labour (such authorization to be terminable at the will of the Secretary for Labour) shall have power to inspect any part of a factory, workshop, or place where it is believed that a breach of this Determination is occurring or has occurred.
  - (ii) At least six hours' notice shall be given by the authorized person or persons (not exceeding two) prior to his or their arrival, and shall in person (accompanied by a nominee, or by his nominees, not exceeding two) be entitled to accompany the authorized person or persons, and shall provide access to the wages book, or time sheet, or records of any employee including outside workers. The work and duties of the employees shall be interfered with as little as possible by the authorized person or persons.
  - (iii) The Secretary for Labour shall have power to dispense with the said six hours' notice on special application being made for any cause shown and supported by an affidavit setting out the facts. A certificate duly signed by the Secretary for Labour stating that such notice has been dispensed with shall be sufficient proof of such fact.
- (f) *Union Official Visiting Employer's Establishment.*—(1) The employer shall permit any official of the Victorian Branch of the Amalgamated Clothing and Allied Trades' Union of Australia (authorized in writing by the Secretary for Labour) to enter from time to time his or her factory or workshop during the midday meal time for the purpose of:—
- (i) collecting members' contributions;
  - (ii) posting Union notices and interviewing employees on Union matters relating to this industry and/or this Determination
- (2) Such authorized person shall inform the person in charge of his arrival before entering the workshop or factory. Such official shall have reasonable ingress into the factory and access to the employees. If any official so authorized makes himself objectionable during any such visit to the employer or his manager or foreman or any employee his right to visit may be terminated by the Secretary for Labour on the application of the employer.
- (3) For the purpose of this clause the words "factory or workshop" shall include every room or place where work in respect of which a wage is prescribed by this Determination is carried out, together with the room in which the employees partake of their meals, notwithstanding that such room may be detached from or in a separate building from the main place of business of the employer.

## 17.

## PIECEWORK.

PIECEWORK.—(a) Subject to payment of the minimum weekly wages prescribed by this Determination for employees in their respective classes and to the conditions hereinafter set out, the employer, in conjunction with the employees, may fix his own piecework prices, provided such prices enable a journeyman or journeywoman of average capacity working under like conditions to earn at least 10 per centum more than the minimum weekly wage in their respective classes. The same piecework prices shall be paid to all pieceworkers doing the same operation in the factory or workshop whether they be journeymen, journeymen, improvers, apprentices or juveniles.

(b) All pieceworkers, who are available and ready and willing to work during the ordinary working hours but for whom work is not provided by the employer shall be paid in each week:—In the case of males not less than the "all others" rate; and in the case of journeymen not less than the amount prescribed for "all others"; and in the case of apprentices or improvers not less than the amount prescribed by this Determination for an apprentice or improver of like experience.

(c) The piecework price in respect of all garments or parts of garments or other articles or parts of articles shall be determined in the following manner:—

(i) Where there are fewer than twenty employees involved in the work to be performed the employer or his representative, in conference with one employee chosen by and from such employees, shall fix the prices.

(ii) Where there are twenty or more employees involved in the work to be performed the employer or his representative, in conference with two employees so chosen, shall fix the prices.

(d) In the event of a dispute with reference to piecework prices the matter shall be referred to the Board of Reference.

(e) A copy of all piecework schedules shall, within 24 hours of their being fixed, be displayed by the employer in a conspicuous place in each and every room of the workshop or factory where such piecework is being performed and shall be kept displayed.

(f) In all factories and workshops where piecework conditions are now in operation, the same shall not be altered except in the manner prescribed in this clause for the determination of piecework prices.

PERIODICAL ADJUSTMENT OF WAGES.

18. The wages rates set out in clause 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 the rates for adults males shall be automatically adjusted as prescribed in clause 19.

Basic Wage.

Place.	Needs Basic Wage.	Loading Constant.	Total Basic Wage.	Index Number Set Assigned.
Throughout the State .. .. .	£ s. d. 5 0 0	s. d. 6 0	£ s. d. 5 6 0	Six Capital Cities (Weighted average).

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 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 for the six months ending March or September next, preceding the half year for which the adjustment is made 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.

(d) In all cases where for the same class of work the same rates have been prescribed for journeymen or adult females as are prescribed in this Determination to be paid to journeymen or adult males, the rates for such journeymen or adult females shall be increased or decreased in the same manner and by the same amount as the rates for journeymen or adult males.

(e) Adult females rates (other than those provided for in sub-clause (d) hereof) shall be adjusted at the same time as adjustments may be made to adult male rates as prescribed in sub-clause (c) hereof, by increasing or decreasing the said female rates by 75 per cent. of the amount by which the rate in this Determination prescribed for the lowest paid adult male worker is increased or decreased.

(f) The amounts of the weekly rates for male apprentices, improvers and juveniles shall be adjusted proportionately to the rate of £4 9s. and the equivalent rate adjusted as hereinbefore prescribed (i.e. the rate for a male adult classified as "All Others"), calculated to the nearest sixpence any broken part of sixpence in the result not exceeding three pence to be disregarded, and shall conform to those payable from time to time under the terms of the appropriate award of the Commonwealth Arbitration Court.

(g) The amounts of the weekly rates for females apprentices, improvers or juveniles shall be adjusted proportionately to the increase or decrease in the rate of £3 19s. 6d. per week for journeymen calculated to the nearest sixpence any broken part of sixpence in the result not exceeding three pence to be disregarded.

(h) Piecework prices shall be increased or decreased in the same proportion as the rate for the journeymen or journeymen in the respective classes.

(i) The rates for apprentices, improvers, and juvenile workers shall be adjusted on the following rates:—

APPRENTICES OR IMPROVERS.

Experience.	Males.		Females.	Female commencing at the Trade between the Ages of 15 and 21 Years.
	Adjustable Weekly Wages.	Constant Loading.	Weekly Wages.	Weekly Wages.
1st six months .. .. .	£ s. d. 0 15 6	s. d. 0 6	£ s. d. 1 1 6	£ s. d. 2 3 0
2nd " " .. .. .	0 19 0	0 6	1 7 0	2 8 6
3rd " " .. .. .	1 3 6	1 0	1 12 0	2 16 6
4th " " .. .. .	1 7 0	1 0	1 18 0	3 4 6
5th " " .. .. .	1 11 0	1 6	2 3 0	..
6th " " .. .. .	1 18 6	1 6	2 8 6	..
7th " " .. .. .	2 10 6	1 6	2 16 6	..
8th " " .. .. .	3 2 0	2 0	3 4 6	..
9th " " .. .. .	3 9 6	2 0	..	..
10th " " .. .. .	3 19 0	2 0	..	..

(See clauses 19 (a) to (i) preceding.)

(See clauses 19 (a) to (i) preceding.)







# VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 247]

FRIDAY, MAY 9.

[1947

Factories and Shops Acts.

## DETERMINATION OF THE DRESS, SHIRT, AND UNDERCLOTHING 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 of payment for wholly or partly preparing or manufacturing, either inside or outside a factory—

- (a) articles of women's, girls' and children's outer clothing or wearing apparel (except indiarubber waterproof garments), such as costumes, dresses, shirts, tea-gowns, wrappers, blouses, jackets, mantles, capes, opera cloaks, and cloaks of every description, also for the making of females' stitched neckwear of woven material;
- (b) shirts, shirt-fronts, pyjamas, underpants, collars and cuffs of every description;
- (c) articles of women's and girls' underclothing, except stays and corsets, also nightgowns, pinafores, aprons, and infants gowns and underclothing, and all classes of pillowslips—

but not including any persons subject to the jurisdiction of the Knitting Trade Board, has made the following Determination namely:—

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

2.

(a) WAGES.

### APPRENTICES OR IMPROVERS.

Experience.	Males Employed at Women's Order Dressmaking, Women's Order Tailoring, and Women's Ready-made Dressmaking and Women's Ready-made Tailoring.			Males Employed at Underclothing and Whitework, Collars, Shirts, and Pyjamas.			Females.
	Weekly Rate.	Special Loading.*	Total Weekly Wage.	Weekly Rate.	Special Loading.*	Total Weekly Wage.	Per Week.
	£ s. d.	s. d.	£ s. d.	£ s. d.	s. d.	£ s. d.	£ s. d.
1st six months .. .. .	0 18 6	1 0	0 19 6	0 18 6	1 0	0 19 6	1 3 0
2nd " " " " " " " "	1 2 6	1 0	1 3 6	1 2 6	1 0	1 3 6	1 9 0
3rd " " " " " " " "	1 8 0	1 6	1 9 6	1 8 0	1 6	1 9 6	1 14 6
4th " " " " " " " "	1 12 0	1 6	1 13 6	1 12 0	1 6	1 13 6	2 0 6
5th " " " " " " " "	1 17 6	1 6	1 19 6	1 17 6	1 6	1 19 6	2 6 0
6th " " " " " " " "	2 6 0	2 0	2 8 0	2 6 0	2 0	2 8 0	2 11 6
7th " " " " " " " "	3 0 0	3 0	3 3 0	3 0 0	3 0	3 3 0	3 0 0
8th " " " " " " " "	3 14 0	3 6	3 17 6	3 14 0	3 6	3 17 6	3 9 0
9th " " " " " " " "	4 2 6	4 0	4 6 6	..	..	..	..
10th " " " " " " " "	4 13 6	4 6	4 18 0	..	..	..	..

And thereafter the minimum weekly wage or piecework price.

\* These special loadings shall not be subject to periodical cost of living adjustments nor shall they be deemed to be portion of the wage for the purpose of computing piecework rates or task work, or overtime, holiday, or other penalty rates.

Experience.	Females Commencing at the Trade Between the Ages of 18 and 21 Years.	Male Juveniles Employed at Seam Pressing. (Definition Clause 4.)		
	Per Week.	Weekly Rate.	Special Loading.*	Total Weekly Wage.
1st six months	£ s. d. 2 6 0	£ s. d. 1 7 6	s. d. 1 6	£ s. d. 1 9 0
2nd "	2 11 6	1 7 6	1 6	1 9 0
3rd "	3 0 0	1 17 0	1 6	1 18 6
4th "	3 9 0	1 17 0	1 6	1 18 6
5th "	..	2 16 0	2 6	2 18 6
6th "	..	2 16 0	2 6	2 18 6
7th "	..	4 2 6	4 0	4 6 6
8th "	..	4 2 6	4 0	4 6 6
9th "	..	5 1 0	4 6	5 5 6
10th "	..	5 1 0	4 6	5 5 6

And thereafter the minimum weekly wage or piecework price.

(b) PROPORTION (IN ANY FACTORY OR PLACE).

APPRENTICES OR IMPROVERS.

Males.

One apprentice or improver to every two or fraction of two journeymen.

Females.

Three female apprentices or improvers to every journeywoman.

All apprentices shall be indentured in accordance with the prescribed form of indenture, provided that a minor may serve an employer as a probationer for a period not exceeding three months. During the said three months he or she shall be paid at least the minimum rates prescribed by this Determination for the first six months of apprenticeship. If the probationer becomes indentured, his or her indentures shall be taken to have commenced from the commencement of the period of probation.

In the event of the employer to whom an apprentice is bound ceasing to carry on business, such apprentice may be bound to another employer for the remainder of the term to be served; provided that if such apprentice be over the age of eighteen years at the time of the original employer ceasing to carry on business, such person may complete the time to be served as an improver.

3. OTHER PERSONS (EXCEPT APPRENTICES, IMPROVERS, AND JUVENILE WORKERS).

Group (1).—Women's order dressmaking and women's order tailoring, including making and/or altering all order outer garments for women:—

	Males.			Females.		
	Weekly Rate.	Special Loading.*	Total Weekly Wage.	Weekly Rate.	Special Loading.*	Total Weekly Wage.
<b>JOURNEYMEN.</b>						
(a) Cutters employed marking in or cutting out garments	£ s. d. 7 1 0	s. d. 5 0	£ s. d. 7 6 0	..	..	..
(b) Heads of tables in charge of four or more persons employed as table hands	6 13 6	5 0	6 18 6	..	..	..
(c) Tailors employed making, and/or machining, and/or altering any part of a garment	6 11 0	5 0	6 16 0	..	..	..
(d) Machinists employed machining any part of a garment	6 11 0	5 0	6 16 0	..	..	..
(e) Pressers-off employed pressing off any part of a garment	6 11 0	5 0	6 16 0	..	..	..
(f) All others	5 8 0	5 0	5 13 0	..	..	..
<b>JOURNEYWOMEN.</b>						
(g) Cutters employed marking in or cutting out such costume coats, overcoats, topcoats, cloaks, as are made of tweed, twill, worsted, or similar materials	..	..	..	6 14 0	5 0	6 19 0
(h) All other cutters employed marking in or cutting out any material of wearing apparel other than such costume coats overcoats, topcoats, cloaks, as are made of tweed, twill, worsted, or similar materials	..	..	..	..	..	4 4 9
(i) Fitters-on employed trying on to a customer unfinished or finished garments	..	..	..	..	..	4 4 9
(j) Pressers employed pressing off any part of a garment, and using an iron weighing more than 8 lb. and/or using a pressing machine	..	..	..	6 11 0	5 0	6 16 0
(k) Pressers employed pressing off any part of a garment other than the garment the worker is making, and using an iron weighing 8 lb. or less	..	..	..	..	..	4 4 9
(l) Table hands, finishers, or machinists, namely, journeywomen employed making and/or machining and/or altering any part of a garment other than blouses, skirts, wrappers, fronts, collars, collarettes, or cuffs	..	..	..	..	..	4 4 9
(m) Table hands, finishers, or machinists, namely, journeywomen employed making and/or machining and/or altering any part of blouses, skirts, wrappers, fronts, collars, collarettes, or cuffs	..	..	..	..	..	4 4 9
(n) Cornelli workers, machine embossers, or machine embroiderers employed on cornelli work or machine embossing, or machine embroidery on all kinds of female wearing apparel	..	..	..	..	..	4 4 9
(o) Hand sewers of buttons, or hooks and eyes, or press-studs, or tickets, or thread cutters	..	..	..	..	..	4 4 9
(p) All others	..	..	..	..	..	4 4 9

\*These special loadings shall not be subject to periodical cost of living adjustments nor shall they be deemed to be portion of the wage for the purpose of computing piecework rates or task work, or overtime, holiday, or other penalty rates.

Group (2).—Women's ready-made dressmaking and ready-made tailoring, including making, and/or altering any part of a costume, dress, skirt, teagown, wrapper, blouse, jacket, mantle, cape, front, collar, collarette, cuff, opera cloak, and cloaks of all descriptions :—

	Males.			Females.		
	Weekly Rate.	Special Loading.*	Total Weekly Wage.	Weekly Rate.	Special Loading.*	Total Weekly Wage.
<b>JOURNEYMEN.</b>						
(a) Cutters employed marking in or cutting out garments ..	£ 6 14 0	s. d. 5 0	£ 6 19 0	£ 6 14 0	s. d. 5 0	£ 6 19 0
(b) Tailors employed making any part of a garment ..	6 11 0	5 0	6 16 0	..	..	..
(c) Machinist employed machining any part of a garment ..	6 11 0	5 0	6 16 0	..	..	..
(d) Pressers-off, employed pressing off any part of a garment ..	6 11 0	5 0	6 16 0	..	..	..
(e) Under-pressers of coats of all descriptions employed under-pressing coats other than coats which the worker is making	5 16 0	5 0	6 1 0	..	..	..
(f) All other under-pressers or seam pressers employed under-pressing or seam-pressing, on all garments other than coats, and other than garments which the worker is making	5 14 6	5 0	5 19 6	..	..	..
(g) Brushers and folders employed matching garments, and/or sorting garments, and/or measuring garments, and/or despatching garments, and/or brushing garments, and/or folding garments ..	5 14 6	5 0	5 19 6	..	..	..
(h) All others ..	5 8 0	5 0	5 13 0	..	..	..
<b>JOURNEYWOMEN.</b>						
(i) Cutters employed marking in or cutting out such costume coats, overcoats, topcoats, cloaks as are made of tweed, twill, worsted, and similar materials ..	..	..	..	6 14 0	5 0	6 19 0
(j) All other cutters employed marking or cutting out any articles of wearing apparel other than such costume coats, overcoats, topcoats, cloaks as are made of tweed, twill, worsted, and similar materials ..	..	..	..	..	..	4 4 9
(k) Pressers employed pressing off any part of a garment, and using an iron weighing more than 8 lb. and/or using a pressing machine ..	..	..	..	6 11 0	5 0	6 16 0
(l) Pressers employed pressing off any part of a garment (other than the garment the worker is making), and using an iron weighing 8 lb. or less ..	..	..	..	..	..	4 4 9
(m) Table hands, finishers, or machinists employed making and/or machining and/or altering any part of a garment other than blouses, skirts, wrappers, fronts, collars, collarettes, or cuffs ..	..	..	..	..	..	4 4 9
(ma) Females employed on manufacturing (i.e., machinists and table hands) all kinds of topcoats for adults made of material exceeding in weight 20 oz. to the lineal yard ..	..	..	..	..	..	4 4 9
(n) Table hands, finishers, or machinists employed making and/or machining and/or altering any part of blouses, skirts, wrappers, collars, collarettes, or cuffs ..	..	..	..	..	..	4 4 9
(o) Cornelli workers, machine embossers, or machine embroiderers employed on cornelli work or machine embossing, or machine embroidery on all kinds of female wearing apparel ..	..	..	..	..	..	4 4 9
(p) Hand sewers of buttons, or hooks and eyes, or press studs, or tickets, and thread cutters ..	..	..	..	..	..	4 4 9
(q) All others ..	..	..	..	..	..	4 4 9

Group (3).—Underclothing and whitework, including the making of all articles of women's and girls' underclothing, nightgowns, pinafore-aprons, infants' dresses and gowns, and underclothing, and dresses for children not exceeding eight years of age, pillow-slips, pillow-shams :—

	Males.			Females.		
	Weekly Rate.	Special Loading.*	Total Weekly Wage.	Weekly Rate.	Special Loading.*	Total Weekly Wage.
<b>JOURNEYMEN.</b>						
(a) Cutters employed marking in or cutting out any article of any description ..	£ 6 11 0	s. d. 5 0	£ 6 16 0	£ 6 11 0	s. d. 5 0	£ 6 16 0
(b) All others ..	5 8 0	5 0	5 13 0	..	..	..
<b>JOURNEYWOMEN.</b>						
(c) Cutters employed marking in or cutting out any article of any description ..	..	..	..	..	..	4 4 9
(d) Table hands or finishers ..	..	..	..	..	..	4 4 9
(e) Machinists employed machining any part of articles or underclothing of all descriptions, or any part of dresses of all descriptions for children not exceeding eight years of age ..	..	..	..	..	..	4 4 9
(f) Machinists employed machining any part of articles of white-work other than underclothing ..	..	..	..	..	..	4 4 9
(g) Pressers or ironers employed on any class of pressing or ironing with an iron not exceeding 8 lb. in weight ..	..	..	..	..	..	4 4 9
(h) Pressers or ironers employed on any class of pressing or ironing with a hand iron exceeding 8 lb. in weight ..	..	..	..	5 16 0	5 0	6 1 0
(i) Hand sewers of buttons, or hooks and eyes, or press-studs, or tickets, and thread cutters ..	..	..	..	..	..	4 4 9
(j) All others ..	..	..	..	..	..	4 4 9

\* These special loadings shall not be subject to periodical cost of living adjustments nor shall they be deemed to be portion of the wage for the purpose of computing piecework rates or task work, or overtime, holiday, or other penalty rates.

Group (4).—Collars, shirts, and pyjamas, including the making of collars, cuffs, shirts, shirt fronts, pyjamas, and underpants (except knitted goods):—

	Males.			Females.		
	Weekly Rate.	Special Loading.*	Total Weekly Wage.	Weekly Rate.	Special Loading.*	Total Weekly Wage.
	£ s. d.	s. d.	£ s. d.	£ s. d.	s. d.	£ s. d.
JOURNEYMEN.						
(a) Cutters employed marking in or cutting out garments ..	6 9 0	5 0	6 14 0	..	..	..
(b) All others .. .. .	5 8 0	5 0	5 13 0	..	..	..
JOURNEYWOMEN.						
(c) Cutters employed marking in or cutting out garments ..	..	..	..	..	..	4 4 9
(d) Machinists, turners, finishers, or table hands, folders, pressers, ironers, starchers, or washers .. .. .	..	..	..	..	..	4 4 9
(e) Hand sewers of buttons, or hooks and eyes, or press-studs, or tickets, or thread cutters .. .. .	..	..	..	..	..	4 4 9
(f) All others .. .. .	..	..	..	..	..	4 4 9

\* These special loadings shall not be subject to periodical cost of living adjustments nor shall they be deemed to be portion of the wage for the purpose of computing piecework rates or task work, or overtime, holiday, or other penalty rates.

DEFINITIONS, AND CLASSIFICATION OF EMPLOYEES.

4. A *journeyman* is a male person other than an apprentice or improver or juvenile worker.   
 A *journeywoman* is a female person other than an apprentice or improver   
 (i) Who has served the term of experience prescribed by this Determination; or   
 (ii) Who has attained the age of 21 years; or   
 (iii) Who is in receipt of at least the minimum weekly wage prescribed for the class of work on which such person is engaged, whether on weekly wages or piece-work.

A *juvenile worker* is a male person under the age of 21 years, other than an apprentice or improver, employed as a seam or under-presser in women's order dressmaking and women's order tailoring, and women's ready-made dressmaking and women's ready-made tailoring.

Order work shall include any of the following classes of work :—

- (a) Bespoke work.
- (b) Garments cut to an individual measure.
- (c) Garments that are fitted on.
- (d) Garments cut to chart measure.

HOURS OF EMPLOYMENT.

5. Forty-four hours shall constitute a week's work within the following hours :—Time of beginning, 8 a.m.; time of ending, 6 p.m.—on five days of the week. Time of beginning, 8 a.m.; time of ending, 1 p.m.—on the other day of the week on which the half holiday is usually observed. Provided further that if the majority of the employees desire to start at 7.30 a.m the work may begin at 7.30 a.m.

OVERTIME.

6. (a) Any employee who, in any day, has performed any work outside the working hours ordinarily observed in the factory or workshop in which he or she is employed, shall be paid overtime as follows :—

(i) Weekly workers shall be paid at the rate of time and one-half, and shall also be paid 1s. 6d. meal money when such overtime exceeds 40 minutes on week-days or on Saturdays in those factories or workshops where a five and a half-day week is worked.

In those factories or workshops where a five-day week is worked all work done on Saturdays shall be paid for at the rate of time and a half, and 1s. 6d. meal money shall be paid when such overtime is worked after noon.

(ii) Pieceworkers shall be paid (in addition to the ordinary piecework prices for work done in the excess time) such sum per hour as is equivalent to the weekly wage divided by 88, and shall also be paid 1s. 6d. meal money when such overtime exceeds 40 minutes on week days or on Saturdays in those factories or workshops where a five and a half-day week is worked.

In those factories or workshops where a five-day week is worked for all work done on Saturdays pieceworkers shall be paid (in addition to the ordinary piecework prices for work done) such sum per hour as is equivalent to the weekly wage divided by 88, and 1s. 6d. meal money shall be paid when such overtime is worked after noon.

(b) No employee shall be employed overtime outside the hours fixed, except with his or her consent.

(c) No employee shall be dismissed, or in any way whatsoever be prejudiced in his or her employment, by reason of his or her refusal to work overtime outside the hours fixed.

(d) No employee under the age of sixteen years shall be employed on overtime.

MIDDAY MEAL.

7. (a) An interval of not less than three-quarters of an hour shall be allowed for the midday meal unless a majority of the employees in any place desire it to be otherwise. In no circumstances shall less than thirty minutes be fixed.

(b) No work shall be performed during such meal time.



## TASK SYSTEM.

8. No employer shall make a bonus or merit payment which fluctuates from period to period according to the amount of work performed by the employee concerned, and which is based upon a secret or task rate for measuring the output of such employee. No increase in wages granted to any employee, after the date of operation of this Determination, above the rates herein prescribed shall be deemed to be in contravention of this clause if the same be paid for a period of three months, or for the term of employment, whichever period is the shorter; provided, however, that such increased wages may, at the discretion of the employer, be adjusted according to the wages rates prescribed from time to time by this Determination.

In all factories and workshops where a minimum wage the following shall be observed :—

- (a) The task rate in respect of all garments or parts of garments or other articles or parts of articles shall be determined in the manner following :—
- (i) Where there are fewer than twenty employees involved in the work to be performed, the employer or his representative, in conference with one employee chosen by and from such employees, shall fix the rates.
  - (ii) Where there are twenty or more employees involved in the work to be performed, the employer or his representative, in conference with two employees so chosen, shall fix the rates.
- (b) The task rates shall be fixed so as to enable the average worker to earn the minimum wage prescribed by this Determination for the class of work to be performed; and any number of garments or parts of garments or other articles or parts of articles made in excess of the minimum weekly task fixed by the task rates for the minimum weekly wage shall be paid for at *pro rata* plus 10 per cent.
- (c) When any employee is employed for less than a week on the task rates, then the task of the said employee shall be fixed at per day at the weekly rate prescribed.
- (d) Any excess number of garments or parts of garments or other articles or parts of articles made in any day by the employee shall be subject to the same *pro rata* payment as would apply if the employee were engaged for the whole week.
- (e) A copy of all task rate schedules shall, within twenty-four hours of their being fixed, be displayed by the employer in a conspicuous place in each and every room of the workshop or factory where such tasks respectively are being performed.
- (f) A combination or team shall mean two or more persons working together on the same class of work, employed on weekly wages where a task has been imposed. Where employees work in a combination or team, the additional amount of wages shall be distributed amongst the employees on a percentage basis, according to the amount of their ordinary weekly wages.

## HOLIDAYS.

9. (a) All weekly wage employees, whether in a city or elsewhere, shall be granted the following holidays without deduction of pay :—The days observed as New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day, and Boxing Day.

(b) All employees working on piece-work or task-work shall be granted the same holidays as are granted to weekly wage workers, and, subject as hereinafter provided, they shall be paid for such holidays the amount for each holiday based on the minimum weekly wage prescribed by this Determination for the class of work performed.

(c) If any of the above holidays occurs on a Sunday or Saturday and is not observed on any other day, then employees shall not be paid for such Sunday, and shall be paid for such Saturday as for a half day, but not otherwise.

(d) All other weekly employees, whether in a city or elsewhere, shall be paid for the above holidays an amount for each holiday based on the actual weekly wage paid to them by the employer.

(e) Any employee absenting himself or herself from work on any portion of the working day preceding or any portion of the working day succeeding a holiday provided for herein, other than Boxing Day and New Year's Day, without permission from the employer or without having reasonable cause for having absented himself or herself from work, shall not be entitled to payment for such holiday.

(f) Any weekly employee who is employed on a Sunday or any holiday provided for herein shall be paid for that day at the rate of time and a half in addition to his or her weekly wage.

(g) Any piece-worker employed on a Sunday or any holiday prescribed by this Determination shall be paid, in addition to the prescribed piece-work prices, at the rate of time and a half calculated on the minimum wage prescribed for the class of work performed.

## ANNUAL LEAVE.

10. (1) Except as hereinafter provided a period of fourteen consecutive days leave with payment of ordinary pay for two weeks shall be allowed annually by each employer to each of his employees after a period of twelve months continuous service with him by the employee concerned.

(2) Such period of annual leave shall not include any public holiday granted by the said Determination, observed on a working day, but shall include all other non-working days within the period of annual leave of the employee concerned.

(3) (a) If any public holiday granted by the said Determination 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 his period of annual leave one day, being an ordinary working day on ordinary pay for each such holiday observed as aforesaid.

(b) Where an employee without reasonable excuse, proof whereof shall lie upon him, is absent from his employment on the working day or part of the working day prior to the commencement of his annual leave, or fails to resume work at his ordinary starting time on the working day immediately following the last day of the period of his annual leave, the employee shall not be entitled to payment for the public holidays which fall within his period of annual leave.

(4) Continuity of service shall not be broken nor be deemed to be broken by :—

(a) any interruption or termination of the employment of an employee by his employer, if such interruption or termination has been made with the intention of avoiding any obligation under the Determination in respect of annual leave, and proof that it has not been made with such intention shall be on the employer;

(b) any absence from work less than fourteen days in the twelve months on account of sickness or accident, proof whereof shall be on the employee;

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

(d) any absence due to reasonable cause proof whereof shall be on the employee;

(e) the standing off of an employee or the working of shortened hours by an employee pursuant to clause 14 of the Determination, or the non-attendance for work by an employee after receipt of notice by him under sub-clause (d) of such clause that his services will not be required on the following day or days;

(f) any absence from work of more than fourteen days in the twelve months on account of sickness or accident proof whereof shall be on the employee;

(g) absences from work due to sickness or accident as prescribed in (b) and (f) of this sub-clause shall be subject to the provisions set out in sub-clause (10) hereof.

(5) In calculating a period of twelve months continuous service :

(a) any annual leave taken therein;

(b) any absences of the kind mentioned in (a) (b) and (c) of sub-clause (4) above;

(c) any absence on account of leave granted imposed or agreed to by the employer shall be counted as part of such period;

(d) in respect of absences of the kind mentioned in placita (c) (other than absences on account of leave imposed by the employer) (d) and (f) of sub-clause (4) above the employee shall serve such additional period as part of his qualifications for annual leave as will equal the period of such absences.

(6) Notwithstanding any of the other provisions of this clause proportionate payment for annual leave shall be made by an employer in respect of each completed month of continuous service when the employee so serving leaves his employment or his employment is terminated by the employer before the completion of any twelve monthly qualifying period under this clause. Such payment shall be made forthwith on such employee so leaving or on his employment being so terminated as the case may be.

(7) Notwithstanding any of the other provisions of this clause annual leave shall be allowed and shall be taken and payment shall not be made or accepted in lieu thereof.

(8) (a) Such annual leave shall be given by the employer and taken by the employee before the expiration of a period of six weeks after the date upon which the right to such annual leave accrues unless otherwise agreed to by the employer and employee concerned.

(b) An employee who has not completed his qualifying period of twelve months by the day on which the customary Christmas holiday period commences in the case of his employer in the year concerned, shall (unless the exigencies of the business otherwise require) be granted such proportionate leave and pay as his service prior thereto entitles him, and thereafter his qualifying period shall in cases not covered by sub-clause (9) hereof start afresh as from the commencement of such proportionate leave.

(c) The employer shall give the employee at least thirty days notice of the date from which such annual leave shall be taken.

(d) Each employee shall be paid in advance by his employer before the commencement of the employee's annual leave his ordinary pay for the said period of annual leave.

(e) Notwithstanding any of the other provisions of this clause in no case shall annual leave be given and taken later than the expiration of three months after the date on which such annual leave accrues.

(9) Where an employer closes down his factory or workshop or a section or sections thereof for the purpose of allowing annual leave to all or the majority of the employees in the factory or workshop or section or sections concerned the following provisions shall apply:—

(a) He may by giving to the employees concerned not less than one month's notice of his intention so to do, stand off for the duration of the close down all employees in the factory or workshop 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.

(b) 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.

(c) The next twelve monthly qualifying period of each employee affected by such close down shall commence from the day on which the factory or workshop or section or sections concerned is closed down for the annual leave in question.

(d) If in the first year of his service with an employer an employee is allowed proportionate annual leave under sub-clause (8) (b) 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 (6) of this clause subject to adjustment for any proportionate leave which he may have been allowed as aforesaid.

(e) Provided always that any employee leaving his employment by reason of his non-compliance with clause 14 (a) of the Determination and who when so leaving suffers a deduction of pay under such clause shall be entitled notwithstanding such non-compliance to the benefit of sub-clause (6) of this clause.

(10) (a) Should an employee be absent from his work on account of sickness or accident, it shall be necessary for such employee to notify his employer that such absence is due to sickness or accident. Such notification shall if required by the employer but not otherwise be in the form of a written message which shall be sent by or on behalf of the employee within forty eight hours after the commencement of such absence.

(b) If an employer within seven days after the receipt by him of advice or when required of a written message sent by or on behalf of an absent employee, alleging that his absence is due to sickness or accident, fails to despatch or give to the employee written notice that he does not accept the message as satisfactory evidence of the facts alleged by or in it, such message shall be deemed to be prima facie evidence that the absence of the employee was due to sickness or accident.

(c) If an employer within seven days after the receipt by him of such a message despatches or gives to the employee written notice that he does not accept such message as satisfactory evidence of sickness or accident, but requires further evidence thereof the employee shall within a reasonable time furnish such further evidence. If the employer requires the employee to obtain a medical certificate or other proof of sickness or accident the employer shall pay or refund any fee and incidental expenses necessarily incurred or paid by the employee in complying with such requirement. The employee shall submit to medical examination at the employer's expense if so required and shall not obstruct or interfere with inquiries deemed to be necessary by the employer.

(d) In the event of any dispute arising in regard to any of the foregoing placita (a) (b) and/or (c) of this sub-clause such dispute may be referred for determination to the Wages Board and the said Wages Board shall thereupon consider and determine such dispute and the employee concerned in such dispute shall, if his claim succeeds and the Wages Board so decides, but not otherwise in such case, be entitled to be paid by his employer for all time lost and for any reasonable expenses incurred consequent on his attendance before such Wages Board.

(e) In any cases where the period of seven days referred to in placita (b) and/or (c) hereof expires after the finish of the last working day in the calendar week, or on a public holiday, such period shall be deemed to extend to noon of the next ordinary working day and in any case where illness commences after the finish of such last working day such period of forty-eight hours shall be deemed to commence at the starting hour of the next ordinary working day.

(11) (a) Any absence from work shall not be deemed to break the continuity of service of any employee unless within seven days of the commencement of such absence his employer gives or despatches to such employee notice in writing that he regards either conditionally or unconditionally, such absence as constituting a break in the continuity of the service of such employee.

(b) In any case where an employee has been absent from his employment for any cause not mentioned in any of the placita (a), (b), (c), (d), (e), or (f) of sub-clause (4) hereof and such employee has been notified in accordance with sub-clause (11) (a) hereof that his employer regards such absence as constituting a break in the continuity of the employee's service, such employee may apply to the said Wages Board within fourteen days of receiving such notification for a decision that it is, under all the circumstances, unduly harsh and unconscionable (proof whereof shall be on the employee) that he should suffer the loss to the full extent of such portion of a qualifying period for annual leave as he may have served up to the time of such absence. The said Wages Board shall upon receipt of any such application consider and make a decision thereon with due regard to all the circumstances of the absence and may decide that, despite the said absence, either the period of continuous service served by the employee prior thereto shall not be lost to him as portion of a qualifying period for annual leave, or that his period of annual leave should be reduced. But in the former case the decision shall be subject to a condition that he serve such period of continuous service as an addition to and part of his full qualifying period as the Wages Board may determine. Such additional period of continuous service shall not be less than the time lost by the employee as a result of the absence the subject of the dispute.

For the purposes of this clause:—

" Ordinary Pay " means in the case of a time worker the ordinary remuneration he received for the normal weekly number of hours worked by him and in the case of a piece task or bonus worker the ordinary time rate.

" Employer " and all variations of such word includes and include respectively all persons firms and corporations covered by the Determination irrespective of the gender used.

" Service " means service with any employer covered by the Determination as from not earlier than the 1st day of January, 1946.

The masculine includes the feminine.

## SICK PAY.

11. (1) When an employee has been employed by an employer during a period of three months and is subsequently absent from work on account of personal sickness or accident such employer shall not deduct from the pay of such employee on account of such absence the amount which the employee would be entitled to receive if working, but shall pay such employee such amount or amounts as the employee would have been entitled to receive if working, but not exceeding in all in any one year of his employment with such employer forty-four hours ordinary pay.

(2) (a) Should an employee be absent from his work on account of sickness or accident it shall be necessary for such employee to notify his employer that such absence is due to sickness or accident. Such notification shall if required by the employer be in the form of a written message which shall be sent by or on behalf of the employee within forty-eight hours of the commencement of such absence.

(b) If an employer within seven days after the receipt by him of a written message sent by or on behalf of an absent employee alleging that his absence is due to sickness or accident, fails to despatch or give to the employee written notice that he does not accept the message as satisfactory evidence of the facts alleged by it, it shall be deemed to be prima facie evidence that the absence of the employee was due to sickness or accident.

(c) If an employer within seven days after the receipt by him of such a message despatches or gives to the employee written notice that he does not accept such message as satisfactory evidence of sickness or accident, but requires further evidence the employee must within a reasonable time furnish such further evidence. If the employer requires the employee to obtain a medical certificate or other proof of sickness or accident the employer shall pay or refund any fee and incidental expenses necessarily incurred or paid by the employee in complying with such requirements. The employee shall submit to medical examination at the employer's expense if so required and shall not obstruct or interfere with inquiries deemed to be necessary by the employer.

(d) In the event of any dispute arising in regard to any of the foregoing placita (a) and/or (b) and/or (c) of this sub-clause such dispute may be referred for determination to the Wages Board, and the said Wages Board shall thereupon consider and determine such dispute and the employee concerned in such dispute shall if his claim succeeds and the Wages Board so decides, but not otherwise in such case, be entitled to be paid by his employer for all time lost and for any reasonable expenses incurred consequent on his attendance before such Wages Board.

(e) In any case where the period of seven days referred to in placita (b) and (c) hereof expires after the finish of the last working day in the calendar week, or on a public holiday, the period shall be deemed to extend to noon of the next ordinary working day and in any case where illness commences after the finish of such last working day the said period of forty-eight hours referred to in placita (a) hereof shall be deemed to commence at the starting hour of the next ordinary working day.

(3) If an employee be not entitled to receive in any one year the whole or part of forty-four hours ordinary pay on account of sickness or accident the whole or part of such pay to which he is not so entitled in such year shall accumulate from year to year up to but not exceeding three years or in such accumulation 132 hours ordinary pay as sick pay.

(4) In the event of the employee having received in respect of any such sickness or accident as is maintained in sub-clause (1) hereof any payment or monetary allowance or benefit in pursuance of any Commonwealth or State legislation or regulations or order made thereunder the employer shall be entitled to deduct from the employee's pay during any period of absence in pursuance of the provisions of this clause the equivalent of any such payment or monetary allowance or benefit and shall be liable to the employee for the remainder only.

(5) Notwithstanding anything in this clause contained an employee shall not be entitled to more than forty-four hours ordinary pay as sick pay in respect of any one period of twelve months.

(6) (a) Before leaving his place of employment for whatsoever cause an employee shall receive from his employer a certificate in the form set out hereunder showing the length of his service with the employer and the amount of sick leave granted, if any, during such employment:—

I hereby certify that..... was employed by me from..... to ..... and that during such period of employment he/she received payment for..... hours on account of sickness.

The inclusive dates of the last absence as above were from..... to .....

Signature.

(b) If no sick leave has been granted to an employee during his period of service with an employer the certificate herein prescribed shall indicate that fact.

(7) In the event of any dispute regarding the right of an employee to sick pay under this clause, the employee shall if so required by his employer produce the aforementioned certificates to such employer.

For the purposes of this clause:—

“Ordinary Pay” means in the case of a time worker the ordinary remuneration he receives for the normal weekly number of hours worked by him and in the case of a piece task or bonus worker the ordinary time rate.

“Employer” and all variations of such word includes and include respectively all persons firms and corporations covered by the Determination irrespective of the gender used.

“Service” means service with any employer covered by the Determination as from not earlier than the 1st day of January, 1946.

The masculine includes the feminine.

## DINING ACCOMMODATION.

12. (a) If any employer of more than five employees in any factory or workshop fails to provide the accommodation and facilities in this clause set out he shall (subject to the following proviso) during the period of such failure pay to each and every such employee an additional amount equivalent to 2½ per centum of the amount of wages prescribed for such employee by this Determination to compensate such employees for the absence of such accommodation and facilities, provided that any employer who has failed for good cause to provide such accommodation and facilities may be exempted:—

(i) by the Union, or if the Union refuses or neglects on application to it by the employer to issue a certificate of exemption;

(ii) by the Wages Board.  
from the requirement that he shall pay during the period of such failure such additional amount.

(b) Every such employer shall set aside a separate room or portion of the factory or workshop as a dining room wherein the employer shall provide adequate table and seating accommodation.

(c) Hot water shall be provided free of charge to be available to employees immediately meal time or rest period commences.

(d) The employer shall provide the necessary labour to keep such room clean.

## DISPUTES.

13. Any disputes as to the rights of employees or the duties or obligations of an employer under this Determination shall be dealt with by the Wages Board.

## TERMS OF ENGAGEMENT.

14. (a) The week shall terminate on a day other than Monday or Saturday, and all employees shall be paid all moneys due to them in full during the ordinary working hours not later than two working days following the termination of the week. In order to terminate employment of a weekly employee, two days' notice shall be given on any day, with payment to date of termination, or in lieu thereof two days' pay shall be paid or deducted. When employment is terminated by an employer, the employer shall, upon the date of such termination, pay to the employee (weekly employee or piece-worker) all moneys due to him or her, and, when employment is terminated by an employee in accordance with the terms of this Determination, the employer shall pay to the employee (weekly employee or piece-worker) all moneys due to him or her.

- (b) All weekly wages shall be paid to the employees in full, with the following exceptions:—
- (i) *Turns to be Observed.*—In slack times the employer shall observe turns of employment for weekly workers and piece-workers (including outside workers) not engaged on making samples in the respective class or classes of work at which they are engaged, provided always that journeymen and journeywomen having apprentices under their control shall be allowed in their turn extra work equivalent to the wages of the apprentice during the time the turn system is in operation. The employer shall keep in the workroom a true record of every turn, which shall be open to the inspection of the employees.
  - (ii) *Standing Off Employees in Turn.*—Should any employer during slackness of trade desire to stand off his employees in turn, then the employer on any day during any week shall inform every person whom it is proposed to stand off of any day or days in the following week (other than a Saturday or holiday) upon which his or her services will not be required; but an employee shall not, except under the conditions provided in sub-clause (iii) of this clause, be stood off for part of a day without being paid for a whole day.
  - (iii) *Employees Working Shortened Hours.*—If it is desired to work a week of shorter hours in slack times, instead of standing the employees off in turn, the employer may make an arrangement to work his employees for shortened hours, but such arrangement shall be made only where, on the vote of the employees being taken, a majority of the whole of the employees vote in favour of such arrangement.  
Where such an arrangement is made, the employees shall be informed on the day ending each week of the shortened hours to be worked in the following week.  
Where an arrangement is made in compliance with this provision the employer shall pay each employee for the actual hours worked on each day on the basis of his or her weekly wage.
  - (iv) *Vacation Periods.*—Nothing contained in this sub-clause shall apply in the case of the usual vacation period at Christmas or Easter.
- (c) *Classes of Employees.*—For the purpose of this clause (but subject to the provisions of sub-clause (b) hereof), in operating the turn system the various classes of employees shall be taken separately, and "classes of employees" shall mean each class of employee in respect of which a classification of work has been provided under this Determination, but in all cases, male improvers and journeymen, or female improvers and journeywomen doing the same class of work, shall be deemed to be one class of employee.
- (d) *Stoppage of Work re Breakdown of Machinery.*—In the event of the work of a factory or workshop being stopped by a breakdown of machinery or a stoppage of supply of power, or for any cause for which the employer cannot reasonably be held responsible, all weekly hands who present themselves for work shall be found work for that day, or paid one day's wages in lieu thereof, but when such breakdown or stoppage occurs the employer may give notice to an employee that his or her services will not be required on the following day or days, and the employee shall not be entitled to any further payment in respect of any further days that he or she is out of employment by reason of such breakdown or stoppage.
- (e) *Terminating Employment in Relation to a Holiday.*—
- (i) Where the employer terminates the employment of an employee within fourteen days of a day on which a holiday occurs, and such employee is re-employed within a period of one month after such holiday, the employee 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 one week prior to the termination of the employment.  
Should the employment of an employee be terminated, or should an employee be stood off within fourteen days prior to any holiday or to the commencement of any group of holidays prescribed in this Determination, such employee shall be paid for such holiday or group of holidays, provided that such employee has been employed by the employer for a period of at least one week prior to the termination of the employment.
  - (ii) When any two or more of the holidays prescribed in this Determination occur within two weeks of one another, such holidays shall for the purposes of sub-clause (i) hereof be deemed to be a group of holidays.
  - (iii) Where the employer terminates the employment of an employee more than fourteen days, but not exceeding one month prior to a day on which a holiday occurs and such employee is re-engaged within a period of one month, or normal business is resumed within such period of one month after such holiday, the employee 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 one week prior to the termination of employment.  
An employer shall be deemed to comply with the requirements of this sub-clause if on terminating the employment of any employee he gives that employee annual holidays or payment in lieu thereof in accordance with clause (10) hereof.
- (f) *Employees Absenting Themselves.*—No employee shall, without just cause, be absent from his or her place of employment during the prescribed hours whilst there is work ready to be done by such employee, and where weekly wages are fixed the employee to be entitled to the sums so fixed must be available and ready and willing to do the work on the days and during the hours fixed by this Determination.

## PART-TIME EMPLOYEES.

14. Females may be employed as part-time employees in any branch of the clothing industry covered by this Determination upon and subject to the following terms and conditions:—

- (a) They shall be journeywomen within the meaning of this Determination.
- (b) They shall be employed for not less than twenty hours in any week.
- (c) They shall not be employed both on time work and piece work or both on time work and task work in any week.
- (d) If time workers, they shall be paid for each hour worked at the rate at least of 1/44th of the minimum weekly wage prescribed by this Determination for the class of work performed by them and if piece or task workers they shall be paid at the appropriate piecework rate or task rate payable under this Determination, but in no case shall any of such employees be paid less than so much of the minimum weekly wage prescribed by this Determination as is proportionate to the time worked by them.
- (e) The payment or deduction of payment in lieu of notice of termination of employment shall be 2/5ths of the pay of the preceding week of the employee concerned.
- (f) No employee employed or working as a full-time employee in any branch of the clothing industry on or after the 1st day of May, 1944, shall be employed or work as a part-time employee unless a permit in writing is obtained from the Secretary for Labour permitting such employee to be employed or to work as a part-time worker.
- (g) The provisions of this Determination as regards annual leave and holidays shall apply to such part-time employees, but they shall be paid in respect of the period of such annual leave and in respect of holidays only at the rate actually being received by them at such time.
- (h) Save as aforesaid all the provisions of this Determination shall apply to such part-time employees.

## OUTSIDE WORKERS.

15. (a) Any employer may cause any work covered by this Determination to be done for him by any person (hereinafter called an "outside worker") who shall be the holder of a current outside worker's licence issued to him by the Secretary for Labour authorizing him to work as an outside worker for such employer.

- (b) Every such licence shall authorize the holder to work as an outside worker for one and only one employer named therein, and shall be current for a period specified therein not being more than six calendar months from the date of issue hereof.
- (c) No such licence shall be issued unless the Secretary for Labour is satisfied that the applicant—
  - (i) is in necessitous circumstances;
  - (ii) cannot for some sufficient reason seek employment in a factory or workshop;

- (iii) is a person legally entitled to the benefits of this Determination and to recover the rates of pay herein provided and
- (iv) will not as a result of the issue thereof be the holder of current outside workers' licences relating to more than one employer.
- (d) The Secretary for Labour may at any time in his discretion cancel such licence—
- (i) at the request of the holder;
  - (ii) if he is satisfied that any of the conditions mentioned in the last preceding sub-clause is no longer complied with; or
  - (iii) if he is satisfied that the holder has broken any of the conditions of such licence set forth in sub-clause (e) hereof.
- (e) The conditions of any such licence shall be that the outside worker during the currency of such licence—
- (i) shall not do any work covered by this Determination in any workshop or factory or in the company of other persons then also doing any such work, except of persons holding current outside workers' licences and bearing to such outside worker the relation of parent, child, brother, sister, husband or wife.
  - (ii) shall be a person legally entitled to the benefits of this Determination and to recover the rates of pay herein provided;
  - (iii) shall not employ any labour whatsoever in connexion with the work entrusted to him;
  - (iv) shall not permit any portion of the work entrusted to him to be done by any other person;
  - (v) shall not suffer from any communicable disease or do any work in any place whereat any person is suffering from any communicable disease;
  - (vi) shall keep in a bound book a correct and complete record in ink of the hours worked by him each day on any such work; and
  - (vii) shall not work on any work covered by this Determination more than 44 hours in any one week.
- (f) An employer by whom work is given to an outside worker shall—
- (i) not cause or permit him to do any part of such work in any workshop or factory;
  - (ii) pay him the piecework prices prescribed by this Determination;
  - (iii) pay him for each public holiday prescribed by this Determination occurring during the period he is doing such work for such employer one-fifth of the weekly wage prescribed by this Determination for employees doing similar work;
  - (iv) record in a bound record book in which each page is consecutively numbered—
    - (1) the name and full address of the outside worker;
    - (2) the description, and number of articles or garments given to the outside worker; and
    - (3) the price paid or agreed to be paid for such work; and
  - (v) obtain the signature of the outside worker to each entry in such book.
- (g) Any such record book so kept shall be open for inspection during business hours by (1) any person or persons authorized by the Secretary for Labour and (ii) any officer or officers of the Amalgamated Clothing and Allied Trade Union of Australia, provided that no more than two of such persons or two of such officers shall inspect such book at any one time.
- (h) No employer shall have more than one outside worker plus such number of outside workers as bears to the number of workers directly employed by him in his usual workshop or factory a ratio not exceeding one to ten.
- (i) Outside workers shall be provided free of charge with cotton, silk, thread and all other sewings and trimmings used in the manufacture of articles or garments.
- (j) In the case of an employer delivering and/or collecting the work of any outside worker the same shall be done without charge to such outside worker.

## MISCELLANEOUS PROVISIONS.

16. (a) *Record of Time Worked and Wages Paid.*—(1) The employer shall provide in each factory, workshop, or place where there are fewer than 30 employees, and where work is carried on for him, a time and wages book. Such time and wages book:—
- (i) shall be in the English language and shall contain a correct account of the hours worked each day, and the wages received each week, by each employee;
  - (ii) shall be kept correctly entered up in ink; and
  - (iii) shall record clearly the actual date of each day, of each week, and also the date of the day on which the week ends.
- (2) The employer shall provide in each factory, workshop, or place where there are not fewer than 30 employees, and where work is carried on for him, a time-book, or sheet, or record. Such time-book, or sheet, or record shall be in the English language and shall contain a correct account of the hours worked each day and the wages received each week by each employee. Such time-book, or sheet, or record shall be kept correctly and entered up in ink.
- (b) *Chairs to have Backs.*—(1.) Where it is necessary for employees to sit at their work, seats shall be provided for the employees by the employer. Such seats shall be reasonably comfortable seats.
- (2.) A seat provided for any female employee shall have a back to it, unless the work of such employee cannot be conveniently done in such a seat, or unless the employee requests to be allowed to use a seat without a back to it.
- (c) *Collecting Logs.*—Where piece-work is in operation, the employer shall make arrangements for collecting the logs, and the employees need not leave their places.
- (d) *Rest Period.*—When any spell of duty is for more than four hours, an interval of ten minutes, to be selected by the employer, shall be allowed in the second or third hour to females and apprentices for refreshment. The interval shall be as part of the time of duty without deduction of time-work pay. During such rest period, the employees may leave their seats, but not the premises.
- (e) *Authorized Person May Enter Factory.*—
- (i) Any person or persons duly authorized, in writing, by the Secretary for Labour (such authorization to be terminable at the will of the Secretary for Labour) shall have power to inspect any part of a factory, workshop, or place where it is believed that a breach of this Determination is occurring or has occurred.
  - (ii) At least six hours' notice shall be given by the authorized person or persons (not exceeding two) prior to his or their actually going on the premises, and the employer shall be notified of his or their arrival, and shall in person (accompanied by a nominee, or by his nominees, not exceeding two) be entitled to accompany the authorized person or persons and shall provide access to the wages book or time sheet or records of any employee including outside workers. The work and duties of the employee shall be interfered with as little as possible by the authorized person or persons.
  - (iii) The Secretary for Labour shall have power to dispense with the said six hours' notice on special application being made for any cause shown and supported by an affidavit setting out the facts. A certificate duly signed by the Secretary for Labour stating that such notice has been dispensed with shall be sufficient proof of such fact.
- (f) *Union Official Visiting Employer's Establishment.*—The employer shall permit any official of the Victorian Branch of the Amalgamated Clothing and Allied Trades' Union of Australia (authorized in writing by the Secretary for Labour) to enter from time to time the factory or workshop during the midday meal time for the purpose of—
- (i) Collecting members' contributions;
  - (ii) Posting Union notices and interviewing employees on Union matters relating to this industry and/or this Determination.

Such authorized person shall inform the person in charge of his arrival before entering the workshop or factory. Such official shall have reasonable ingress into the factory and access to the employees. If any official so authorized makes himself objectionable during any such visit to the employer or his manager or foreman or any employee his right to visit may be terminated by the Secretary for Labour on the application of the employer.

For the purpose of this clause the words "factory or workshop" shall include every room or place where work in respect of which a wage is prescribed by this Determination is carried out, together with the room in which the employees partake of their meals, notwithstanding that such room may be detached from or in a separate building from the main place of business of the employer.

PIECEWORK.

17. (a) Subject to payment of the minimum weekly wages prescribed by this Determination for employees in their respective classes and to the conditions hereinafter set out, the employer, in conjunction with the employees, may fix his own piecework prices, provided such prices enable a journeyman or journeywoman of average capacity working under like conditions to earn at least 10 per centum more than the minimum weekly wage in their respective classes. The same piecework prices shall be paid to all pieceworkers doing the same operation in the factory or workshop whether they be journeymen, journeywomen, improvers, apprentices or juveniles.

(b) All pieceworkers, who are available and ready and willing to work during the ordinary working hours but for whom work is not provided by the employer shall be paid in each week:—In the case of males not less than the "all others" rate; and in the case of journeywomen not less than the amount prescribed for "all others"; and in the case of apprentices or improvers not less than the amount prescribed by this Determination for an apprentice or improver of like experience.

(c) The piecework price in respect of all garments or parts of garments or other articles or parts of articles shall be determined in the following manner:—

(i) Where there are fewer than twenty employees involved in the work to be performed the employer or his representative, in conference with one employee chosen by and from such employees, shall fix the prices.

(ii) Where there are twenty or more employees involved in the work to be performed the employer or his representative in conference with two employees so chosen, shall fix the prices.

(d) In the event of a dispute with reference to piecework prices the matter shall be referred to the Wages Board.

(e) A copy of all piecework schedules shall, within 24 hours of their being fixed, be displayed by the employer in a conspicuous place in each and every room of the workshop or factory where such piecework is being performed and shall be kept displayed.

(f) In all factories and workshops where piecework conditions are now in operation, the same shall not be altered except in the manner prescribed in this clause for the determination of piecework prices.

PERIODICAL ADJUSTMENT OF WAGES.

18. The wages rates set out in clause 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 the rates for adult males shall be automatically adjusted as prescribed in clause 19.

Basic Wage.

Place.	Needs Basic Wage.	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	Six Capital Cities (Weighted average).

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 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 for the six months ending March or September next, preceding the half year for which the adjustment is made 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.

(d) In all cases where for the same class of work the same rates have been prescribed for journeywomen or adult females as are prescribed in this Determination to be paid to journeymen or adult males, the rates for such journeywomen or adult females shall be increased or decreased in the same manner and by the same amount as the rates for journeymen or adult males.

(e) Adult female rates (other than those provided for in sub-clause (d) hereof) shall be adjusted at the same time as adjustments may be made to adult male rates as prescribed in sub-clause (c) hereof, by increasing or decreasing the said female rates by 75 per cent. of the amount by which the rate in this Determination prescribed for the lowest paid adult male worker is increased or decreased.

(f) The amounts of the weekly rates for male apprentices, improvers and juveniles shall be adjusted proportionately to the rate of £4 9s. and the equivalent rate adjusted as hereinbefore prescribed (i.e. the rate for a male adult classified as "All Others"), calculated to the nearest sixpence any broken part of sixpence in the result not exceeding threepence to be disregarded, and shall conform to those payable from time to time under the terms of the appropriate award of the Commonwealth Arbitration Court.

(g) The amounts of the weekly rates for female apprentices, improvers or juveniles shall be adjusted proportionately to the increase or decrease in the rate of £3 19s. 6d. per week for journeywomen calculated to the nearest sixpence any broken part of sixpence in the result not exceeding threepence to be disregarded.

(h) The rates for apprentices, improvers, and juvenile workers shall be adjusted on the following rates:—

Experience.	* APPRENTICES OR IMPROVERS.							
	Males Employed at Women's Order Dressmaking, Women's Order Tailoring, and Women's Ready-made Dressmaking, and Women's Ready-made Tailoring.		Males Employed at Underclothing and White-work, Collars, Shirts, and Pyjamas.		Females.	Females Commencing at the Trade Between the Ages of 18 and 21 Years.	Male Juveniles Employed at Seam Pressing. Definition Clause (4).	
	Adjustable Weekly Wages.	Constant Loading.	Adjustable Weekly Wages.	Constant Loading.	Weekly Wages.	Weekly Wages.	Adjustable Weekly Wages.	Constant Loading.
1st six months ..	£ s. d.	s. d.	£ s. d.	s. d.	£ s. d.	£ s. d.	£ s. d.	s. d.
2nd ..	0 15 6	0 6	0 15 6	0 6	1 1 6	2 3 0	1 3 6	0 6
3rd ..	0 19 0	0 6	0 19 0	0 6	1 7 0	2 8 6	1 3 6	0 6
4th ..	1 3 6	1 0	1 3 6	1 0	1 12 0	2 16 6	1 11 0	1 0
5th ..	1 7 0	1 0	1 7 0	1 0	1 18 0	3 4 6	1 11 0	1 0
6th ..	1 11 0	1 6	1 11 0	1 6	2 3 0	..	2 7 0	1 6
7th ..	1 18 6	1 6	1 18 6	1 6	2 8 6	..	2 7 0	1 6
8th ..	2 10 6	1 6	2 10 6	1 6	2 16 6	..	3 9 6	2 0
9th ..	3 2 0	2 0	3 2 0	2 0	3 4 6	..	3 9 6	2 0
10th ..	3 9 6	2 0	..	..	..	..	4 5 6	2 0
	3 19 0	2 0	..	..	..	..	4 5 6	2 0

And thereafter the minimum weekly wage or piecework price.

See Clause 19, sub-clauses (a) to (h) inclusive, preceding.

See Clause 19, sub-clauses (a) to (h) inclusive, preceding.

ADDITION TO NEEDS BASIC WAGE CONSTITUENT FOR MALES AND TO WAGE FOR ADULT FEMALES.

20. (a) The weekly wage rates of all adult male employees shall be increased by the constant amount of 5s.  
 (b) The weekly wage rates of adult females employed under Group (1) item (h) shall be increased by the constant amount of 2s. 6d.  
 (c) The rates for adult male pieceworkers shall be increased in the same proportion.

SPECIAL LOADING.

21. (a) In addition to the amounts otherwise prescribed by this Determination, the further additions hereinafter specified shall also be made to all wage rates or to payments due from time to time to employees pursuant to this Determination.

- (i) To all weekly wage rates or earnings herein prescribed or payable hereunder at the sum of £4 9s. or more for male employees and journeywomen employed in the following classifications, Group (1), items (g) and (j), Group (2), items (i) and (k), Group (3), item (h), there shall be added a special loading of 5s. per week.  
 (ii) To the weekly wage rates or earnings of adult females employed under Group (1), item (h), there shall be added a special loading of 3s. per week.  
 (iii) To all weekly wage rates or earnings prescribed or payable hereunder for apprentices or improvers pursuant to Clause 2 of the Determination, there shall be added special loadings as follows:—

Experience—									s. d.
Males—									
1st six months	..	..	..	..	..	..	..	..	1 0
2nd "	..	..	..	..	..	..	..	..	1 0
3rd "	..	..	..	..	..	..	..	..	1 6
4th "	..	..	..	..	..	..	..	..	1 6
5th "	..	..	..	..	..	..	..	..	1 8
6th "	..	..	..	..	..	..	..	..	2 0
7th "	..	..	..	..	..	..	..	..	3 0
8th "	..	..	..	..	..	..	..	..	3 6
9th "	..	..	..	..	..	..	..	..	4 0
10th "	..	..	..	..	..	..	..	..	4 6
Male Juveniles—									
1st year	..	..	..	..	..	..	..	..	1 6
2nd "	..	..	..	..	..	..	..	..	1 6
3rd "	..	..	..	..	..	..	..	..	2 6
4th "	..	..	..	..	..	..	..	..	4 0
5th "	..	..	..	..	..	..	..	..	4 6

(b) The further additions prescribed in sub-clause (1) hereof shall not be subject to periodical adjustment under clause 18 of this Determination nor shall they be deemed to be portion of the wage for the purpose of computing piecework prices or task work, or overtime, holiday or other penalty rates.

NOTE.—The rates set out in clauses 2 and 3 include the above additional amounts prescribed by clauses 20 and 21.

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

J. V. WILLOX, Secretary.

Melbourne, 29th January, 1947.

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

In the second section, the author outlines the various methods used to collect and analyze the data. This includes both primary and secondary data collection techniques. The primary data was gathered through direct observation and interviews with key personnel. Secondary data was obtained from internal company reports and industry publications.

The analysis of the data revealed several key trends and insights. One major finding was the significant impact of market fluctuations on the company's performance. Another key insight was the importance of maintaining strong relationships with suppliers and customers. The data also highlighted areas where the company's processes could be improved to increase efficiency and reduce costs.

Based on these findings, the author recommends several strategic actions. These include diversifying the product line to reduce dependency on a single market, strengthening the supply chain through long-term contracts, and investing in research and development to stay ahead of the competition. The author also suggests implementing a more robust data management system to ensure the accuracy and security of the information.

In conclusion, this report provides a comprehensive overview of the company's current state and offers practical recommendations for future growth. It is hoped that these insights will be valuable to the management team and help guide the company's strategic decisions.





# VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 248]

FRIDAY, MAY 9.

[1947

Factories and Shops Acts.

## DETERMINATION OF THE CLOTHING 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 Price or Rate which may be paid to any person for wholly or partly preparing or manufacturing, either inside or outside a factory or workroom, the following articles of Men's and Boys' Clothing or Wearing Apparel, namely, Coats (including Overcoats and Cloaks of every description), Vests, Trousers, Jackets, and Knickerbockers, except india-rubber waterproof garments, 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.

### APPRENTICES OR IMPROVERS.

(a) Wages.

Males.

Experience.	Tailors.			Employed at Order Tailoring (other than Tailors).			Employed at Ready-made Clothing.		
	Weekly Rate.	Special Loading.*	Total Weekly Wage.	Weekly Rate.	Special Loading.*	Total Weekly Wage.	Weekly Rate.	Special Loading.*	Total Weekly Wage.
1st 6 months ..	£ s. d. 0 14 0	s. d. 0 6	£ s. d. 0 14 6	£ s. d. 0 18 6	s. d. 1 0	£ s. d. 0 19 6	£ s. d. 0 18 6	s. d. 1 0	£ s. d. 0 19 6
2nd ..	0 18 6	1 0	0 19 6	1 2 6	1 0	1 3 6	1 2 6	1 0	1 3 6
3rd ..	1 3 0	1 0	1 4 0	1 8 0	1 6	1 9 6	1 8 0	1 6	1 9 6
4th ..	1 8 0	1 6	1 9 6	1 12 0	1 6	1 13 6	1 12 0	1 6	1 13 6
5th ..	1 17 6	1 6	1 19 0	1 17 6	1 6	1 19 0	1 17 6	1 6	1 19 0
6th ..	2 6 0	2 0	2 8 0	2 6 0	2 0	2 8 0	2 6 0	2 0	2 8 0
7th ..	2 16 0	2 6	2 18 6	3 0 0	3 0	3 3 0	3 0 0	3 0	3 3 0
8th ..	3 4 6	3 0	3 7 6	3 14 0	3 6	3 17 6	3 14 0	3 6	3 17 6
9th ..	3 14 0	3 6	3 17 6	4 2 6	4 0	4 6 6	4 2 6	4 0	4 6 6
10th ..	4 2 6	4 0	4 6 6	4 13 6	4 6	4 18 0	4 13 6	4 6	4 18 0

And thereafter the minimum wage or piece-work price.

Females.

Employed at Order Tailoring.				Employed at Ready-made Clothing.			
Persons Commencing at the Trade between the Ages of 18 and 21 Years.		Other Persons.		Persons Commencing at the Trade between the Ages of 18 and 21 Years.		Other Persons.	
Experience.	Per Week.	Experience.	Per Week.	Experience.	Per Week.	Experience.	Per Week.
1st 6 months ..	£ s. d. 2 6 0	1st 6 months ..	£ s. d. 1 3 0	1st 6 months ..	£ s. d. 2 6 0	1st 6 months ..	£ s. d. 1 3 0
2nd ..	2 11 6	2nd ..	1 9 0	2nd ..	2 11 6	2nd ..	1 9 0
3rd ..	3 0 0	3rd ..	1 14 6	3rd ..	3 0 0	3rd ..	1 14 6
4th ..	3 9 0	4th ..	2 0 6	4th ..	3 9 0	4th ..	2 0 6
		5th ..	2 6 0			5th ..	2 6 0
		6th ..	2 11 6			6th ..	2 11 6
		7th ..	3 0 0			7th ..	3 0 0
		8th ..	3 9 0			8th ..	3 9 0

And thereafter the minimum wage or piece-work price.

\* These special loadings shall not be subject to periodical cost of living adjustments nor shall they be deemed to be portion of the wage for the purpose of computing piecework rates or task work, or overtime, holiday, or other penalty rates.

- (i) The term to be served at the industry by male apprentices or improvers shall be not more than five years.
- (ii) The term to be served at the industry by female apprentices or improvers shall be:—Coat hands and coat machinists, not more than four years; all others, not more than three years.
- (iii) Sub-clause (ii) hereof shall apply only to apprentices under indenture on the 1st day of May, 1944. Thereafter the term to be served at the industry by female apprentices or improvers shall be not more than four years.

(b) PROPORTION (in any Factory or place).

(a) Males.  
Apprentices.

Tailoring.	Pressing.	Other Classes of Work.
One apprentice to every journeyman tailor employed.	One apprentice to every four or fraction of four journeymen employed.	One apprentice to every three or fraction of three journeymen employed.

Improvers.

One improver to every 50 journeymen employed in any one section.

(b) Females.

One apprentice or improver to every journeywoman employed.

For the purpose of all clauses relating to apprentices and improvers, each class of employee as set out in the weekly wage schedules to this Determination shall be taken separately, and each such class shall be deemed to be a distinct section. Notwithstanding anything contained in this sub-clause, for the purpose of fixing the proportion of apprentices or improvers the following classes of employees shall be grouped as indicated hereunder, viz. :—

- 1. Journeymen seam or under pressers .. .. . } to be taken together.
- Journeyman pressers-off .. .. . }
- 2. Order trousers table hands .. .. . } to be taken together.
- Order trousers machinists .. .. . }
- 3. Stock trousers table hands .. .. . } to be taken together.
- Stock trousers machinists .. .. . }
- 4. Order vest table hands .. .. . } to be taken together.
- Order vest machinists .. .. . }
- 5. Stock vest table hands .. .. . } to be taken together.
- Stock vest machinists .. .. . }

All apprentices shall be indentured in accordance with the prescribed form of indenture, provided that a minor may serve an employer as a probationer for a period not exceeding three months. During the said three months, he or she shall be paid at least the minimum rates prescribed by this Determination for the first six months of apprenticeship. If the probationer becomes indentured, his or her indentures shall be taken to have commenced from the commencement of the period of probation.

In the event of the employer to whom an apprentice is bound ceasing to carry on business, such apprentice may be bound to another employer for the remainder of the term to be served: Provided if such apprentice be over the age of eighteen years at the time of the original employer ceasing to carry on business, such person may complete the time to be served as an improver.

3. OTHER PERSONS (EXCEPT APPRENTICES OR IMPROVERS).

(a) ORDER TAILORING. (Including making or altering all descriptions of male outer garments to an individual measure.)

	Males.			Females.		
	Weekly Rate.	Special Loading.*	Total Weekly Wage.	Weekly Rate.	Special Loading.*	Total Weekly Wage.
	£ s. d.	s. d.	£ s. d.	£ s. d.	s. d.	£ s. d.
Cutters, namely, persons employed marking-in or cutting out garments .. .. .	7 1 0	5 0	7 6 0	7 1 0	5 0	7 6 0
Heads of tables, namely, persons in charge of four or more persons employed as table hands .. .. .	6 13 6	5 0	6 18 6	..	..	4 4 9
Trimmers, namely, persons employed marking or cutting out linings or trimmings .. .. .	6 11 0	5 0	6 16 0	6 11 0	5 0	6 16 0
Fitters-up, namely, persons employed fitting up garments .. .. .	6 11 0	5 0	6 16 0	6 11 0	5 0	6 16 0
Tailors, namely, males employed making or altering any part of a garment .. .. .	6 11 0	5 0	6 16 0	..	..	..
Machinists, namely, males employed machining any part of a garment .. .. .	6 11 0	5 0	6 16 0	..	..	..
Pressers-off, namely, persons employed pressing off any part of a garment other than seam or underpressing of the garment which the worker is making .. .. .	6 11 0	5 0	6 16 0	6 11 0	5 0	6 16 0
Under-pressers of coats of all descriptions, namely, persons employed underpressing coats other than coats which the worker is making .. .. .	5 16 0	5 0	6 1 0	5 16 0	5 0	6 1 0
All other under-pressers, namely, persons employed underpressing on all other garments than coats .. .. .	5 14 6	5 0	5 19 6	5 14 6	5 0	5 19 6
Seam pressers, namely, persons employed pressing seams on all garments .. .. .	5 14 6	5 0	5 19 6	5 14 6	5 0	5 19 6
Brushers or folders, namely, males employed matching garments, or sorting garments, or measuring garments, or despatching garments, or brushing garments, or folding garments .. .. .	5 16 0	5 0	6 1 0	..	..	..
Females employed making, or machining, or altering by hand or by machine, any part of a dress coat, frock coat, dinner jacket, or body coats of all descriptions .. .. .	..	..	..	6 11 0	5 0	6 16 0
Females employed putting in sleeves, stitching on pockets, or stitching edges inside and/or outside of all kinds of overcoats for adults made of material exceeding in weight 20 oz. to the lineal yard .. .. .	..	..	..	6 11 0	5 0	6 16 0
Coat table hands or coat machinists, namely, females employed making, or machining, or altering, any part of coats of all descriptions .. .. .	..	..	..	..	..	4 4 9
Trousers table hands or machinists, namely, females employed making, or machining, or altering, any part of all descriptions of trousers, breeches, or other articles of legwear .. .. .	..	..	..	..	..	4 4 9
Vest table hands or machinists, namely, females employed making, or machining, or altering, any part of all descriptions of vests .. .. .	..	..	..	..	..	4 4 9
Hand sewers of buttons .. .. .	..	..	..	..	..	4 4 9
Persons not otherwise provided for .. .. .	5 8 0	5 0	5 13 0	..	..	4 4 9

\* These special loadings shall not be subject to periodical cost of living adjustments nor shall they be deemed to be portion of the wage for the purpose of computing piecework rates or task work, or overtime, holiday, or other penalty rates.

(b) READY-MADE CLOTHING.

	Males.			Females.		
	Weekly Rate.	Special Loading.*	Total Weekly Wage.	Weekly Rate.	Special Loading.*	Total Weekly Wage.
	£ s. d.	s. d.	£ s. d.	£ s. d.	s. d.	£ s. d.
Cutters, namely, persons employed folding, laying-up, or marking material, or cutting out garments ..	6 14 0	5 0	6 19 0	6 14 0	5 0	6 19 0
Heads of tables, namely, persons in charge of four or more persons employed as table hands ..	6 13 6	5 0	6 18 6	..	..	4 4 9
Trimmers, namely, persons employed marking or cutting out linings or trimmings ..	6 11 0	5 0	6 16 0	6 11 0	5 0	6 16 0
Fitters up and/or shapers, namely, persons employed fitting up and/or shaping garments ..	6 11 0	5 0	6 16 0	6 11 0	5 0	6 16 0
Tailors, namely, males employed making or altering any part of a garment ..	6 11 0	5 0	6 16 0	..	..	..
Machinists, namely, males employed machining any part of a garment ..	6 11 0	5 0	6 16 0	..	..	..
Pressers-off, namely, persons employed pressing-off any part of a garment other than seam of under-pressing of the garment which the worker is making ..	6 11 0	5 0	6 16 0	6 11 0	5 0	6 16 0
Under-pressers of coats of all descriptions, namely, persons employed under-pressing coats other than coats which the worker is making ..	5 16 0	5 0	6 1 0	5 16 0	5 0	6 1 0
All other under-pressers, namely, persons employed under-pressing on all garments (except coats) other than garments which the worker is making ..	5 14 6	5 0	5 19 6	5 14 6	5 0	5 19 6
Seam pressers, namely, persons employed pressing seams on all garments, other than garments which the worker is making ..	5 14 6	5 0	5 19 6	5 14 6	5 0	5 19 6
Brushers and folders, namely, persons employed matching garments, or sorting garments, or measuring garments, or despatching garments, or brushing garments, or folding garments ..	5 14 6	5 0	5 19 6	5 14 6	5 0	5 19 6
Females employed making, or machining, or altering by hand or by machine any part of a dress coat, frock coat, dinner jacket, or body coats of all descriptions ..	..	..	..	6 11 0	5 0	6 16 0
Females employed on manufacturing (i.e., machinists and table hands) on all kinds of overcoats for adults made of material exceeding in weight 20 oz. to the lineal yard ..	..	..	..	..	..	4 9 3
Coat table hands or coat machinists, namely, females employed making or machining, or altering any part of coats of all descriptions ..	..	..	..	..	..	4 4 9
Trousers machinists, namely, females employed machining, or altering any part of all descriptions of trousers, breeches, or other articles of legwear ..	..	..	..	..	..	4 4 9
Vest machinists, namely, females employed machining or altering any part of all descriptions of vests ..	..	..	..	..	..	4 4 9
Trousers table hands, namely, females employed making or altering any part of all descriptions of trousers, breeches, or other articles of legwear ..	..	..	..	..	..	4 4 9
Vest table hands, namely, females employed making or altering any part of all descriptions of vests ..	..	..	..	..	..	4 4 9
Hand sewers of buttons, or thread cutters, or ticket sewers ..	..	..	..	..	..	4 4 9
Persons not otherwise provided for ..	5 8 0	5 0	5 13 0	..	..	4 4 9

\* These special loadings shall not be subject to periodical cost of living adjustments nor shall they be deemed to be portion of the wage for the purpose of computing piecework rates or task work, or overtime, holiday, or other penalty rates.

4. DEFINITIONS, AND CLASSIFICATIONS OF EMPLOYEES.

A journeyman is a male person, other than an apprentice or improver { (i) Who has served the term of experience prescribed by this Determination; or  
(ii) Who has attained the age of twenty-one years; or  
(iii) Who is in receipt of at least the minimum weekly wage prescribed for the class of work on which such person is engaged whether on weekly wages or piecework.

A journeywoman is a female person other than an apprentice or improver

Order work shall include any of the following classes of work:—

- (a) Bespoke work.
- (b) Garments cut to an individual measure.
- (c) Garments that are fitted on.
- (d) Garments cut to chart measure.

After 3rd February, 1933, no person shall be employed in the industry, except as provided in the following classifications, viz.—

- (a) Journeyman.
- (b) Journeywoman.
- (c) Apprentice.
- (d) Male person who has attained the age of 18 years, but is under 21 years of age, employed as an improver at the date upon which this Determination comes into force.
- (e) Female person, employed at order tailoring, who has attained the age of 18 years, but is under 21 years of age, employed as an improver at the date upon which this Determination comes into force.
- (f) Female improver employed at ready made clothing.
- (g) Female improver who has attained the age of 18 years, but is without previous experience at the trade.

5. HOURS OF EMPLOYMENT.

Forty-four hours shall constitute a week's work within the following hours:—Time of beginning, 8 a.m.; time of ending, 6 p.m.—on five days of the week. Time of beginning, 8 a.m.; time of ending, 1 p.m.—on the other day of the week on which the half-holiday is usually observed.

6.

## OVERTIME.

(a) Any employee who, in any day, has performed any work outside the working hours ordinarily observed in the factory or workshop in which he or she is employed, shall be paid overtime as follows:—

- (1) Weekly workers shall be paid at the rate of time and one-half, and shall also be paid 1s. 6d. meal money when such overtime exceeds 40 minutes on week-days or on Saturdays in those factories or workshops where a five and a half-day week is worked.

In those factories or workshops where a five-day week is worked, all work done on Saturdays shall be paid for at the rate of time and a half and 1s. 6d. meal money shall be paid when such overtime is worked after noon.

- (2) Pieceworkers shall be paid (in addition to the ordinary piecework prices) for work done in the excess time such sum per hour as is equivalent to the weekly wage divided by 88, and shall also be paid 1s. 6d. meal money when such overtime exceeds 40 minutes on week days or on Saturdays in those factories or workshops where a five and a half-day week is worked. In those factories or workshops where a five-day week is worked, for all work done on Saturdays, pieceworkers shall be paid (in addition to the ordinary piecework prices for work done) such sum per hour as is equivalent to the weekly wage divided by 88, and 1s. 6d. meal money shall be paid when such overtime is worked after noon.

(b) No employee shall be employed overtime outside the hours fixed, except with his or her consent.

(c) No employee shall be dismissed, or in any way whatsoever be prejudiced in his or her employment by reason of his or her refusal to work overtime outside the hours fixed.

(d) No employee under the age of sixteen years shall be employed on overtime.

7.

## MIDDAY MEAL.

(a) An interval of not less than three-quarters of an hour shall be allowed for the midday meal.

(b) No work shall be performed during such meal time.

8.

## TASK SYSTEM.

No employer shall make a bonus or merit payment which fluctuates from period to period according to the amount of work performed by the employee concerned, and which is based upon a secret or task rate for measuring the output of such employee. No increase in wages granted to any employee, after the date of operation of this Determination, above the rates herein prescribed shall be deemed to be in contravention of this clause if the same be paid for a period of three months, or for the term of employment, whichever period is the shorter, provided, however, that such increased wages may, at the discretion of the employer, be adjusted according to the wages rates prescribed from time to time by this Determination.

In all factories and workshops where a minimum task is set for a minimum wage the following shall be observed:—

- (a) The task rate in respect of all garments, or parts of garments, or other articles or parts of articles, shall be determined in the manner following:—

(i) Where there are fewer than twenty employees involved in the work to be performed, the employer or his representative, in conference with one employee chosen by and from such employees, shall fix the rates.

(ii) Where there are twenty or more employees involved in the work to be performed, the employer or his representative, in conference with two employees so chosen, shall fix the rates.

- (b) The task rates shall be fixed so as to enable the average worker to earn the minimum wage prescribed by this Determination for the class of work to be performed; and any number of garments or parts of garments or other articles or parts of articles made in excess of the minimum weekly task fixed by the task rates for the minimum weekly wage shall be paid for at *pro rata* plus 10 per cent.

(c) When any employee is employed for less than a week on the task rates, then the task of the said employee shall be fixed at per day at the weekly rate prescribed.

(d) Any excess number of garments or parts of garments or other articles or parts of articles made in any day by the employee shall be subject to the same *pro rata* payment as would apply if the employee were engaged for the whole week.

(e) A copy of all task rate schedules shall, within twenty-four hours of their being fixed, be displayed by the employer in a conspicuous place in each and every room of the workshop or factory where such tasks respectively are being performed.

(f) A combination or team shall mean two or more persons working together on the same class of work, employed on weekly wages where a task has been imposed. Where employees work in a combination or team, the additional amount of wages shall be distributed amongst the employees on a percentage basis, according to the amount of their ordinary weekly wages.

9.

## HOLIDAYS.

(a) All weekly wage employees, whether in a city or elsewhere, shall be granted the following holidays without deduction of pay:— The days observed as New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day, and Boxing Day.

(b) All employees working on piece-work or task-work shall be granted the same holidays as are granted to weekly wage workers and, subject as hereinafter provided, they shall be paid for such holidays the amount for each holiday based on the minimum weekly wage prescribed by this Determination for the class of work performed.

(c) If any of the above holidays occurs on a Sunday or Saturday and is not observed on any other day, then employees shall not be paid for such Sunday, and shall be paid for such Saturday as for a half day, but not otherwise.

(d) All other weekly employees, whether in a city or elsewhere, shall be paid for the above holidays an amount for each holiday based on the actual weekly wage paid to them by the employer.

(e) Any employee absenting himself or herself from work on any portion of the working day preceding, or any portion of the working day succeeding a holiday provided for herein, other than Boxing Day and New Year's Day, without permission from the employer or without having reasonable cause for having absented himself or herself from work, shall not be entitled to payment for such holiday.

(f) Any weekly employee who is employed on a Sunday or any holiday provided for herein shall be paid for that day at the rate of time and a half in addition to his or her weekly wage.

(g) Any pieceworker employed on a Sunday or any holiday prescribed by this Determination shall be paid, in addition to the prescribed piecework prices, at the rate of time and a half calculated on the minimum wage prescribed for the class of work performed.

10.

## ANNUAL LEAVE.

(1) Except as hereinafter provided a period of fourteen consecutive days leave with payment of ordinary pay for two weeks shall be allowed annually by each employer to each of his employees after a period of twelve months continuous service with him by the employee concerned.

(2) Such period of annual leave shall not include any public holiday granted by the said Determination, observed on a working day, but shall include all other non-working days within the period of annual leave of the employee concerned.

(3) (a) If any public holiday granted by the said Determination 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 his period of annual leave one day, being an ordinary working day on ordinary pay for each such holiday observed as aforesaid.

(b) Where an employee without reasonable excuse, proof whereof shall lie upon him, is absent from his employment on the working day or part of the working day prior to the commencement of his annual leave, or fails to resume work at his ordinary starting time on the working day immediately following the last day of the period of his annual leave, the employee shall not be entitled to payment for the public holidays which fall within his period of annual leave.

(4) Continuity of service shall not be broken nor be deemed to be broken by:—

(a) any interruption of termination of the employment of an employee by his employer, if such interruption or termination has been made with the intention of avoiding any obligation under the Determination in respect of annual leave, and proof that it has not been made with such intention shall be on the employer;

(b) any absence from work less than fourteen days in the twelve months on account of sickness or accident, proof whereof shall be on the employee;

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

(d) any absence due to reasonable cause proof whereof shall be on the employee;

(e) the standing off of an employee or the working of shortened hours by an employee pursuant to clause 14 of the Determination, or the non-attendance for work by an employee after receipt of notice by him under sub-clause (d) of such clause that his services will not be required on the following day or days;

(f) any absence from work of more than fourteen days in the twelve months on account of sickness or accident proof whereof shall be on the employee;

(g) absence from work due to sickness or accident as proscribed in (b) and (f) of this sub-clause shall be subject to the provisions set out in sub-clause (10) hereof.

(5) In calculating a period of twelve months continuous service:—

(a) any annual leave taken therein;

(b) any absence of the kind mentioned in (a) (b) and (e) of sub-clause (4) above;

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

shall be counted as part of such period

(d) In respect of absences of the kind mentioned in placita (a) (other than absences on account of leave imposed by the employer) (d) and (f) of sub-clause (4) above the employee shall serve such additional period as part of his qualification for annual leave as will equal the period of such absences.

(6) Notwithstanding any of the other provisions of this clause proportionate payment for annual leave shall be made by an employer in respect of each completed month of continuous service when the employee so serving leaves his employment or his employment is terminated by the employer before the completion of any twelve monthly qualifying period under this clause. Such payment shall be made forthwith on such employee so leaving or on his employment being so terminated as the case may be.

(7) Notwithstanding any of the other provisions of this clause annual leave shall be allowed and shall be taken and payment shall not be made or accepted in lieu thereof.

(8) (a) Such annual leave shall be given by the employer and taken by the employee before the expiration of a period of six weeks after the date upon which the right to such annual leave accrues unless otherwise agreed to by the employer and employee concerned.

(b) An employee who has not completed his qualifying period of twelve months by the day on which the customary Christmas holiday period commences, in the case of his employer in the year concerned, shall (unless the exigencies of the business otherwise require) be granted such proportionate leave and pay as his service prior thereto entitles him, and thereafter his qualifying period shall in cases not covered by sub-clause (9) hereof start afresh as from the commencement of such proportionate leave.

(c) The employer shall give the employee at least thirty days notice of the date from which such annual leave shall be taken.

(d) Each employee shall be paid in advance by his employer before the commencement of the employee's annual leave his ordinary pay for the said period of annual leave.

(e) Notwithstanding any of the other provisions of this clause in no case shall annual leave be given and taken later than the expiration of three months after the date on which such annual leave accrues.

(9) Where an employer closes down his factory or workshop or a section or sections thereof for the purpose of allowing annual leave to all or the majority of the employees in the factory or workshop or section or sections concerned the following provisions shall apply:—

(a) He may by giving to the employees concerned not less than one month's notice of his intention so to do, stand off for the duration of the close down all employees in the factory or workshop 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.

(b) 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.

(c) The next twelve-monthly qualifying for each employee affected by such close down shall commence from the day on which the factory or workshop or section or sections concerned is closed down for the annual leave in question.

(d) If in the first year of his service with an employer an employee is allowed proportionate annual leave under sub-clause (8) (b) 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 (6) of this clause subject to adjustment for any proportionate leave which he may have been allowed as aforesaid.

(e) Provided always that any employee leaving his employment by reason of his non-compliance with clause 14 (a) of the Determination and who when so leaving suffers a deduction of pay under such clause shall be entitled notwithstanding such non-compliance to the benefit of sub-clause (6) of this clause.

(10) (a) Should an employee be absent from his work on account of sickness or accident, it shall be necessary for such employee to notify his employer that such absence is due to sickness or accident. Such notification shall if required by the employer, but not otherwise be in the form of a written message which shall be sent by or on behalf of the employee within forty-eight hours after the commencement of such absence.

(b) If an employer within seven days after the receipt by him of advice or when required of a written message sent by or on behalf of an absent employee, alleging that his absence is due to sickness or accident, fails to despatch or give to the employee written notice that he does not accept the message as satisfactory evidence of the facts alleged by or in it such message shall be deemed to be prima facie evidence that the absence of the employee was due to sickness or accident.

(c) If an employer within seven days after the receipt by him or such a message despatches or gives to the employee written notice that he does not accept such message as satisfactory evidence of sickness or accident, but requires further evidence thereof the employee shall within a reasonable time furnish such further evidence. If the employer requires the employee to obtain a medical certificate or other proof of sickness or accident the employer shall pay or refund any fee and incidental expenses necessarily incurred or paid by the employee in complying with such requirement. The employee shall submit to medical examination at the employer's expense if so required and shall not obstruct or interfere with inquiries deemed to be necessary by the employer.

(d) In the event of any dispute arising in regard to any of the foregoing placita (a) (b) and/or (c) of this sub-clause such dispute may be referred for determination to the Wages Board and the said Wages Board shall thereupon consider and determine such dispute and the employee concerned in such dispute shall, if his claim succeed and the Wages Board so decides, but not otherwise in such case, be entitled to be paid by his employer for all time lost and for any reasonable expenses incurred consequent on his attendance before such Wages Board.

(e) In any cases where the period of seven days referred to in placita (b) and/or (c) hereof expires after the finish of the last working day in the calendar week, or on a public holiday, such period shall be deemed to extend to noon of the next ordinary working day and in any case where illness commences after the finish of such last working day such period of forty-eight hours shall be deemed to commence at the starting hour of the next ordinary working day.

(11) (a) Any absence from work shall not be deemed to break the continuity of service of any employee unless within seven days of the commencement of such absence his employer gives or despatches to such employee notice in writing that he regards, either conditionally or unconditionally, such absence as constituting a break in the continuity of the service of such employee.

(b) In any case where an employee has been absent from his employment for any cause not mentioned in any of the placita (a), (b), (c), (d), (e), or (f) of sub-clause (4) hereof and such employee has been notified in accordance with sub-clause (11) (a) hereof that his employer regards such absence as constituting a break in the continuity of the employee's service, such employee may apply to the said Wages Board within fourteen days of receiving such notification for a decision that it is, under all the circumstances, unduly harsh and unconscionable (proof whereof shall be on the employee) that he should suffer the loss to the full extent of such portion of a qualifying period for annual leave as he may have served up to the time of such absence. The said Wages Board shall upon receipt of any such application consider and make a decision thereon with due regard to all the circumstances of the absence and may decide that, despite the said absence, either the period of continuous service served by the employee prior thereto shall not be lost to him as portion of a qualifying period for annual leave, or that his period of annual leave should be reduced. But in the former case the decision shall be subject to a condition that he serve such period of continuous service as an addition to and part of his full qualifying period as the Wages Board may determine. Such additional period of continuous service shall not be less than the time lost by the employee as a result of the absence the subject of the dispute.

For the purposes of this clause—

"Ordinary Pay" means in the case of a time worker the ordinary remuneration he receives for the normal weekly number of hours worked by him and in the case of a piece task or bonus worker the ordinary time rate.

"Employer" and all variations of such word includes and include respectively all persons, firms and corporations covered by the Determination irrespective of the gender used.

"Service" means service with any employer covered by the said Determination as from not earlier than the 1st day of January, 1946.

The masculine includes the feminine.

#### 11.

#### SICK PAY.

(1) When an employee has been employed by an employer during a period of three months and is subsequently absent from work on account of personal sickness or accident such employer shall not deduct from the pay of such employee on account of such absence the amount which the employee would be entitled to receive if working, but shall pay such employee such amount or amounts as the employee would have been entitled to receive if working, but not exceeding in all in any one year of his employment with such employer forty-four hours ordinary pay.

(2) (a) Should an employee be absent from his work on account of sickness or accident it shall be necessary for such employee to notify his employer that such absence is due to sickness or accident. Such notification shall if required by the employer be in the form of a written message which shall be sent by or on behalf of the employee within forty-eight hours of the commencement of such absence.

(b) If an employer within seven days after the receipt by him of a written message sent by or on behalf of an absent employee, alleging that his absence is due to sickness or accident, fails to despatch or give to the employee written notice that he does not accept the message as satisfactory evidence of the facts alleged by it, it shall be deemed to be prima facie evidence that the absence of the employee was due to sickness or accident.

(c) If an employer within seven days after the receipt by him of such a message despatches or gives to the employee written notice that he does not accept such message as satisfactory evidence of sickness or accident, but requires further evidence the employee must within a reasonable time furnish such further evidence. If the employer requires the employee to obtain a medical certificate or other proof of sickness or accident the employer shall pay or refund any fee and incidental expenses necessarily incurred or paid by the employee in complying with such requirement. The employee shall submit to medical examination at the employer's expense if so required and shall not obstruct or interfere with inquiries deemed to be necessary by the employer.

(d) In the event of any dispute arising in regard to any of the foregoing placita (a) and/or (b) and/or (c) of this sub-clause such dispute may be referred for determination to the appropriate Wages Board and the said Wages Board shall thereupon consider and determine such dispute and the employee concerned in such dispute shall if his claim succeeds and the Wages Board so decides, but not otherwise, in such case, be entitled to be paid by his employer for all time lost and for any reasonable expenses incurred consequent on his attendance before such Wages Board.

(e) In any case where the period of seven days referred to in placita (b) and (c) hereof expires after the finish of the last working day in the calendar week, or on a public holiday, the period shall be deemed to extend to noon of the next ordinary working day and in any case where illness commences after the finish of such last working day the said period of forty-eight hours referred to in placita (a) hereof shall be deemed to commence at the starting hour of the next ordinary working day.

(3) If an employee be not entitled to receive in any one year the whole or part of forty-four hours ordinary pay on account of sickness or accident the whole or part of such pay to which he is not so entitled in such year shall accumulate from year to year up to, but not exceeding three years by or in such accumulation 132 hours ordinary pay as sick pay.

(4) In the event of the employee having received in respect of any such sickness or accident as is mentioned in sub-clause (1) hereof any payment or monetary allowance or benefit in pursuance of any Commonwealth or State legislation or regulation or order made thereunder the employer shall be entitled to deduct from the employee's pay during any period of absence in pursuance of the employee's pay during any period of absence in pursuance of the provisions of this clause the equivalent of any such payment or monetary allowance or benefit and shall be liable to the employee for the remainder only.

(5) Notwithstanding anything in this clause contained an employee shall not be entitled to more than forty-four hours ordinary pay as sick pay in respect of any one period of twelve months.

(6) (a) Before leaving his place of employment for whatsoever cause an employee shall receive from his employer a certificate in the form set out hereunder showing the length of his service with the employer and the amount of sick leave granted, if any, during such employment:—

I hereby certify that \_\_\_\_\_ was employed by me from \_\_\_\_\_ to \_\_\_\_\_ and that during during such period of employment he/she received payment for \_\_\_\_\_ hours on account of sickness.

The inclusive dates of the last absence as above were from \_\_\_\_\_ to \_\_\_\_\_

Signature.

(b) If no sick leave has been granted to an employee during his period of service with an employer the certificate herein prescribed shall indicate that fact.

(7) In the event of any dispute regarding the right of an employee to sick pay under this clause, the employee shall if so required by his employer produce the aforementioned certificate to such employer.

For the purposes of this clause:—

“Ordinary Pay” means in the case of a time worker the ordinary remuneration he received for the normal weekly number of hours worked by him and in the case of a piece task or bonus worker the ordinary time rate.

“Employer” and all variations of such word includes and include respectively all persons firms and corporations covered by the Determination irrespective of the gender used.

“Service” means service with any employer covered by the Determination as from not earlier than the 1st day of January, 1946.

The masculine includes the feminine.

#### 12. DINING ACCOMMODATION.

(a) If any employer of more than five employees in any factory or workshop fails to provide the accommodation and facilities in this clause set out he shall (subject to the following proviso) during the period of such failure pay to each and every such employee an additional amount equivalent at 2½ per centum of the amount of wages prescribed for such employee by this Determination to compensate such employees for the absence of such accommodation and facilities, provided that any employer who has failed for good cause to provide such accommodation and facilities may be exempted:—

(i) by the Union, or if the Union refused or neglected on application to it by the employer to issue a certificate of exemption;

(ii) by the Wages Board.

from the requirement that he shall pay during the period of such failure such additional amount.

(b) Every such employer shall set aside a separate room or portion of the factory or workshop as a dining room wherein the employer shall provide adequate table and seating accommodation

(c) Hot water shall be provided free of charge to be available to employees immediately meal time or rest period commences.

(d) The employer shall provide the necessary labor to keep such room clean.

#### 13. DISPUTES.

Any disputes as to the rights of employees or the duties or obligations of an employer under this Determination shall be dealt with by the Wages Board.

#### 14. TERMS OF ENGAGEMENT.

(a) The week shall terminate on a day other than Monday or Saturday, and all employees shall be paid all moneys due to them in full during the ordinary working hours not later than two working days following the termination of the week. In order to terminate employment of a weekly employee, two days' notice shall be given on any day, with payment to date of termination, or in lieu thereof two days' pay shall be paid or deducted. When employment is terminated by an employer, the employer shall, upon the date of such termination, pay to the employee (weekly employee or pieceworker) all moneys due to him or her, and, when employment is terminated by an employee in accordance with the terms of this Determination, the employer shall pay to the employee (weekly employee or pieceworker) all moneys due to him or her.

(b) All weekly wages shall be paid to the employees in full, with the following exceptions:—

(1) *Turns to be Observed.*—In slack times the employer shall observe turns of employment for weekly workers and pieceworkers (including outside workers) in the respective class or classes of work at which they are engaged, provided always that journeymen and journeywomen having apprentices under their control shall be allowed in their turn extra work equivalent to the wages of the apprentice during the time the turn system is in operation. The employer shall keep in the workroom a true record of every turn, which shall be open to the inspection of the employees.

(2) *Standing Off Employees in Turn.*—Should any employer during slackness of trade desire to stand off his employees in turn, then the employer, on any day during any week, shall inform every person whom it is proposed to stand off of any day or days in the following week (other than a Saturday or holiday) upon which his or her services will not be required; but an employee shall not, except under the conditions provided in sub-clause (3) of this clause, be stood off for part of a day without being paid for a whole day.

(3) *Employees Working Shortened Hours.*—If it is desired to work a week of shorter hours in slack times, instead of standing the employees off in turn, the employer may make an arrangement to work his employees for shortened hours, but such arrangement shall be made only where, on the vote of the employees being taken, a majority of the whole of the employees votes in favour of such arrangement.

Where such an arrangement is made, the employees shall be informed on the day ending each week of the shortened hours to be worked in the following week.

Where an arrangement is made in compliance with this provision, the employer shall pay each employee for the actual hours worked on each day on the basis of his or her weekly wage.

(4) *Vacation Periods.*—Nothing contained in this sub-clause shall apply in the case of the usual vacation period at Christmas or Easter.

(c) *Classes of Employees.*—For the purpose of this clause (but subject to the provisions of sub-clause (b) hereof), in operating the turn system, the various classes of employees shall be taken separately, and “classes of employees” shall mean each class of employee in respect of which a classification of work has been provided under this Determination, but in all cases, male improvers and journeymen, or female improvers and journeywomen doing the same class of work, shall be deemed to be one class of employee.

(d) *Stoppage of Work re Breakdown of Machinery.*—In the event of the work of a factory or workshop being stopped by a breakdown of machinery or a stoppage of supply of power, or for any cause for which the employer cannot reasonably be held responsible, all weekly hands who present themselves for work shall be found work for that day, or paid one day's wages in lieu thereof, but, when such breakdown or stoppage occurs, the employer may give notice to an employee that his or her services will not be required on the following day or days, and the employee shall not be entitled to any further payment in respect of any further days in which he or she is out of employment by reason of such breakdown or stoppage.

(e) *Terminating Employment in Relation to a Holiday.*—(i) Where the employer terminates the employment of an employee within fourteen days of a day on which a holiday occurs, and such employee is re-employed within a period of one month after such holiday, the employee 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 one week prior to the termination of the employment.

(ii) Should the employment of an employee be terminated, or should an employee be stood off within fourteen days prior to any holiday or to the commencement of any group of holidays prescribed in this Determination, such employee shall be paid for such holiday or group of holidays, provided that such employee has been employed by the employer for a period of at least one week prior to the termination of the employment.

(iii) When any two or more of the holidays prescribed in this Determination occur within two weeks of one another, such holidays shall for the purposes of sub-clause (ii) hereof be deemed to be a group of holidays.

(iv) Where the employer terminates the employment of an employee more than fourteen days but not exceeding one month prior to a day on which a holiday occurs and such employee is re-engaged within a period of one month, or normal business is resumed within such period of one month after such holiday, the employee 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 one week prior to the termination of employment.

An employer shall be deemed to comply with the requirements of this sub-clause if on terminating the employment of any employee he gives that employee annual holidays or payment in lieu thereof in accordance with clause 10 hereof.

(f) *Employees Absenting Themselves.*—No employee shall, without just cause, be absent from his or her place of employment during the prescribed hours whilst there is work ready to be done by such employee, and where weekly wages are fixed, the employee, to be entitled to the sums so fixed, must be available and ready and willing to do the work on the days and during the hours fixed by this Determination.

## 14A.

## PART-TIME EMPLOYEES.

Females may be employed as part-time employees in any branch of the clothing industry covered by this Determination upon and subject to the following terms and conditions:—

- (a) They shall be journeywomen within the meaning of the said Determination.
- (b) They shall be employed for not less than 20 hours in any week.
- (c) They shall not be employed both on time work and piece work or both on time work and task work in any week.
- (d) If time workers, they shall be paid for each hour worked at the rate at least of 1/44th of the minimum weekly wage prescribed by this Determination for the class of work performed by them and if piece or task workers they shall be paid at the appropriate piecework rate or task rate payable under this Determination, but in no case shall any of such employees be paid less than so much of the minimum weekly wage prescribed by this Determination as is proportionate to the time worked by them.
- (e) The payment or deduction of payment in lieu of notice of termination of employment shall be 2/5ths of the pay of the preceding week of the employee concerned.
- (f) No employee employed or working as a full-time employee in any branch of the clothing industry on or after the 1st day of May, 1944, shall be employed or work as a part-time employee unless a permit in writing is obtained from the Secretary for Labour permitting such employee to be employed or to work as a part-time employee.
- (g) The provisions of the said Determination as regards annual leave and holidays shall apply to such part-time employees but they shall be paid in respect of the period of such annual leave and in respect of holidays only at the rate actually being received by them at such time.
- (h) Save as aforesaid all the provisions of this Determination shall apply to such part-time employees.

## 15.

## TEMPORARY WORK.

Any presser-off employed in any week as a temporary employee for less than thirty hours (exclusive of overtime), shall be paid as follows:—

- (a) If on weekly wages—the ordinary time rate plus 33½ per cent.
- (b) If on piecework—the ordinary piece-work price plus 33½ per cent.

## 16.

## OUTSIDE WORKERS.

(a) Any employer may cause any work covered by this Determination to be done for him by any person (hereinafter called an "outside worker") who shall be the holder of a current outside worker's licence issued to him by the Secretary for Labour authorizing him to work as an outside worker for such employer.

(b) Every such licence shall authorize the holder to work as an outside worker for one and only one employer named therein, and shall be current for a period specified therein not being more than six calendar months from the date of issue thereof.

(c) No such licence shall be issued unless the Secretary for Labour is satisfied that the applicant—

- (i) is in necessitous circumstances;
- (ii) cannot for some sufficient reason seek employment in a factory or workshop;
- (iii) is a person legally entitled to the benefits of this Determination and to recover the rates of pay herein provided, and
- (iv) will not as a result of the issue thereof be the holder of current outside worker's licences relating to more than one employer.

(d) The Secretary for Labour may at any time in his discretion cancel such licence—

- (i) at the request of the holder;
- (ii) if he is satisfied that any of the conditions mentioned in the last preceding sub-clause is no longer complied with; or
- (iii) if he is satisfied that the holder has broken any of the conditions of such licence set forth in sub-clause (e) hereof.

(e) The conditions of any such licence shall be that the outside worker during the currency of such licence—

- (i) shall not do any work covered by this Determination in any workshop or factory or in the company of other persons then also doing any such work, except of persons holding current outside worker's licences and bearing to such outside worker the relation of parent, child, brother, sister, husband or wife.
- (ii) shall be a person legally entitled to the benefits of this Determination and to recover the rates of pay herein provided;
- (iii) shall not employ any labour whatsoever in connexion with the work entrusted to him;
- (iv) shall not permit any portion of the work entrusted to him to be done by any other person;
- (v) shall not suffer from any communicable disease or do any work in any place whereat any person is suffering from any communicable disease;
- (vi) shall keep in a bound book a correct and complete record in ink of the hours worked by him each day on any such work; and
- (vii) shall not work on any work covered by this Determination more than 44 hours in any one week.

(f) An employer by whom work is given to an outside worker shall—

- (i) not cause or permit him to do any part of such work in any workshop or factory;
- (ii) pay him the piecework prices prescribed by this Determination;
- (iii) pay him for each public holiday prescribed by this Determination occurring during the period he is doing such work for such employer one-fifth of the weekly wage prescribed by this Determination for employees doing similar work;
- (iv) record in a bound record book in which each page is consecutively numbered—
  - (1) the name and full address of the outside worker;
  - (2) the description, and number of articles or garments given to the outside worker; and
  - (3) the price paid or agreed to be paid for such work; and
- (v) obtain the signature of the outside worker to each entry in such book.

(g) Any such record book so kept shall be open for inspection during business hours by (1) any person or persons authorized by the Secretary for Labour and (ii) any officer or officers of the Amalgamated Clothing and Allied Trade Union of Australia, provided that no more than two of such persons or two of such officers shall inspect such book at any one time.

(h) No employer shall have more than one outside worker plus such number of outside workers as bears to the number of workers directly employed by him in his usual workshop or factory a ratio not exceeding one to ten.

(i) Outside workers shall be provided free of charge with cotton, silk, thread and all other sewings and trimmings used in the manufacture of articles or garments.

(j) In the case of an employer delivering and/or collecting the work of any outside worker the same shall be done without charge to such outside worker.

## 17.

## MISCELLANEOUS PROVISIONS.

(a) *Record of Time Worked and Wages Paid.*—(1) The employer shall provide in each factory, workshop, or place where there are fewer than 30 employees, and where work is carried on for him, a time and wages book. Such time and wages book:—

- (a) shall be in the English language and shall contain a correct account of the hours worked each day, and the wages received each week, by each employee;
- (b) shall be kept correctly entered up in ink; and
- (c) shall record clearly the actual date of each day, of each week, and also the date of the day on which the week ends.

(2) The employer shall provide in each factory, workshop, or place where there are not fewer than 30 employees, and where work is carried on for him, a time-book, or sheet, or record. Such time-book, or sheet, or record shall be in the English language and shall contain a correct account of the hours worked each day, and the wages received each week by each employee. Such time-book, or sheet, or record shall be kept correctly and entered up in ink.



(b) *Chairs to have Backs.*—(1) Where it is necessary for employees to sit at their work, seats shall be provided for the employees by the employer. Such seats shall be reasonably comfortable seats.

(2) A seat provided for any female employee shall have a back to it, unless the work of such employee cannot be conveniently done in such a seat, or unless the employee requests to be allowed to use a seat without a back to it.

(c) *Piece-work.*—No person shall be employed on piecework unless a piecework price is prescribed by this Determination, but when the employer imposes a task rate upon the employees for the weekly wage, the task conditions set out herein shall govern the fixation of the task.

(d) *Waiting for Work—Pieceworkers.*—Pieceworkers who, with the consent or at the request of the employer, wait for work on or about the factory or workshop of the employer for a period in any one day exceeding half an hour, shall be paid for such waiting time a sum calculated on the basis of the minimum weekly wage in their respective classes.

(e) *Collecting Logs.*—Where piece-work is in operation, the employer shall make arrangements for collecting the logs, and the employees need not leave their places.

(f) *Rest Period.*—When any spell of duty is for more than four hours, an interval of ten minutes, to be selected by the employer, shall be allowed in the second or third hour to females and apprentices for refreshment. The interval shall be as part of the time of duty, without deduction of time-work pay. During such rest period, the employees may leave their seats, but not the premises.

(g) *Authorized Person may Enter Factory.*—(i) Any person or persons duly authorized in writing by the Secretary for Labour (such authorization to be terminable at the will of the Secretary for Labour) shall have power to inspect any part of a factory workshop or place where it is believed that a breach of this Determination is occurring or has occurred.

(ii) At least six hours' notice shall be given by the authorized person or persons (not exceeding two) prior to his or their actually going on the premises, and the employer shall be notified of his or their arrival, and shall in person (accompanied by a nominee, or by his nominees, not exceeding two) be entitled to accompany the authorized person or persons and shall provide access to the wages book or time-sheet or records of any employee including outside workers. The work and duties of the employees shall be interfered with as little as possible by the authorized person or persons.

(iii) The Secretary for Labour shall have power to dispense with the said six hours' notice on special application being made for any cause shown and supported by an affidavit setting out the facts. A certificate duly signed by the Secretary for Labour stating that such notice has been dispensed with shall be sufficient proof of such fact.

(h) *Union Official Visiting Employer's Establishment.*—(1) The employer shall permit any official of the Victorian Branch of the Amalgamated Clothing and Allied Trades' Union of Australia (authorized in writing by the Secretary for Labour) to enter from time to time his or her factory or workshop during the midday meal-time for the purpose of—

(i) collecting members' contributions;

(ii) posting union notices and interviewing employees on union matters relating to this industry and/or this Determination

(2) Such authorized person shall inform the person in charge of his arrival before entering the workshop or factory. Such official shall have reasonable ingress into the factory and access to the employees. If any official so authorized makes himself objectionable during any such visit to the employer or his manager or foreman or any employee his right to visit may be terminated by the Secretary for Labour on the application of the employer.

(3) For the purpose of this clause the words "factory or workshop" shall include every room or place where work in respect of which a wage is prescribed by this Determination is carried out, together with the room in which the employees partake of their meals, notwithstanding that such room may be detached from or in a separate building from the main place of business of the employer.

18.

PIECE-WORK PRICES.

The minimum prices to be paid for the classes of work hereinafter referred to when performed on piece-work by employees, and the conditions which shall govern and apply to all such piece-work performed by employees, shall be the prices and the conditions prescribed for the classes of work hereinafter set out, with the following exception:—

Each piece-work price prescribed for males shall be increased by twenty-eight and a quarter per centum of such price.

Each piece-work price prescribed for female coat hands shall be increased by forty-one and a quarter per centum of such price.

Each piece-work price prescribed for female trouser and vest hands shall be increased by fifty-five and a half per centum of such price.

ORDER TAILORING.

Sac Coat.

*Preamble.*—Two pockets, with or without flaps, two inside jetted pockets, ticket pocket, in or outside, without flaps; fitting up; cuts in waist or elsewhere (one pair only); all edges, pockets, and buttons to be stayed; pocket tacks by hand; canvas through foreparts; also lapels and collar; haircloth through shoulders padded by hand, not exceeding 10 inches in length; three plies of wadding on shoulder point; wadding in wings; one puff in each scye; all linings felled; inside collar sewn on by hand; with or without back seam; one row of stitching by machine on edge; vent at cuff; with buttons; sewing on label and hanger; hand-made buttonholes, buttons sewn on by hand.

	Males.	Females.
	s. d.	s. d.
Standard starting price—by machine .. .. .	35 1	21 2
When a worker does his or her own machining, add to the above price .. .. .	1 11	1 4
When any of the undermentioned parts are done by hand on a machine coat, such part or parts shall be charged as an extra.		
One pair of cuts .. .. .	0 6	0 4
Seaming on facings .. .. .	1 11	1 4
Seaming side seams .. .. .	1 0	0 8
Shoulder seams .. .. .	1 0	0 8
Seaming sleeves in .. .. .	1 0	0 8
Seaming back seam .. .. .	1 11	1 4
Two outside pockets .. .. .	3 10	2 8
Stitching edges, one row .. .. .	2 10	2 0
Making sleeves and sleeve linings .. .. .	1 0	0 8
Inside breast pocket .. .. .	1 0	0 8
In or outside ticket pocket .. .. .	0 6	0 4
Covering collar .. .. .		
Exclusive of stitching flaps or welts, when pockets are seamed in partly by hand and partly by machine, two-thirds of hand price to be added.		

EXTRAS.

Sac coat (not provided for in the preamble).  
Unless machine is specially mentioned, such extras are by hand.  
If any extra is done by machine, charge half hand price.

OVER SIZES—HAND OR MACHINE.

Double-breasted coat .. .. .	3 10	2 8
If 48 inches or over from hole to button when finished (chest measurement) .. .. .	3 10	2 8
If double-breasted lapel collar or single-breasted coat .. .. .	1 11	1 4

See previous note (18) re increase of above prices.

	Males.		Females.	
	s.	d.	s.	d.
<b>POCKETS.</b>				
Flap pocket, mouth raised and stitched and stitched in facing	1	0	0	8
Flap or welts on, in, or outside patch pockets, each	1	0	0	8
Flaps not provided for, each	1	0	0	8
Outside breast pocket	2	10	2	0
Inside breast pocket	1	11	1	4
Ticket pocket, in or out, without flap	1	11	1	4
Each hole and button on pocket flap	0	6	0	4
Patch pocket, plain, without flap or welt, lined, unlined, each	2	10	2	0
Inside skirt pocket, welt or jetted, not exceeding 10 inches in width, each	1	11	1	4
<b>SLEEVES.</b>				
Vent at hand, with stitching around	1	5	1	0
Cuffs formed without stitching around	1	0	0	8
Cuffs formed with stitching around	1	11	1	4
Each hole and button in sleeve hand	0	6	0	4
False cuffs	1	0	0	8
False cuffs, if filled up	1	11	1	4
Gauntlet or bishop cuffs	3	10	2	8
Half-gauntlet cuffs	2	5	1	8
Wristlet or elastic cuffs	3	10	2	8
Plain row or gold or silver tracing braid around cuffs, each	1	0	0	8
Curls of lace, if crimped by workmen, each	1	11	1	4
Gold or silver lace around cuff, each row	1	11	1	4
Canvas through cuffs	1	0	0	8
<b>VENTS.</b>				
Back vent, not exceeding 10 inches in length	1	11	1	4
Back vent, over 10 inches up to 13 inches	2	10	2	0
Back vent, over 13 inches	3	10	2	8
Vent, with morning coat tack, extra	0	6	0	4
Back seam, single taped	1	0	0	8
Back seam, double taped	1	11	1	4
Back seam, felled or stitched inside in any manner	1	0	0	8
Side vents, each	1	0	0	8
<b>STITCHING EDGES AND SEAMS.</b>				
Binding edges	4	9	3	4
Flat braiding on sac coats, same as morning coats.				
Second row of stitching on edges, sac coat	3	10	2	8
Second row of stitching on all coats	3	10	2	8
Second row of stitching on all coats, if machined for the maker	Nil.		Nil.	
Second row of stitching on all coats, if machined by the maker	0	6	0	4
Second row of stitching on bottom of all coats	1	11	1	4
Second row of stitching on bottom of all coats, if machined for the maker	Nil.		Nil.	
Second row of stitching on bottom of all coats, if machined by the maker	0	6	0	4
Single-stitched and raised seams on sac coat	5	7	4	0
Double-stitched raised seams on sac coat	9	3	6	8
Single-stitched raised seams by machine	2	10	2	0
Double-stitched raised seams, machined by maker	4	3	3	0
Strapped seams, for every 3 inches or part thereof	0	4 $\frac{1}{2}$	0	3
Binding edge, one side by hand, one side by machine	1	11	1	4
Edges of sac coat pricked by hand	5	7	4	0
Felled edges	3	10	2	8
<i>Unlined Sac Coats.</i>				
If unlined and hand finished inside, i.e., back of facing, bottom of coat, side seams and back seams felled, tacks covered by hand	1	11	1	4
If unlined, and binding finished inside, i.e., bottom of coat, back of facing, and seams bound	3	10	2	8
If lining at bottom of coat is not felled, but stitched and left open	0	6	0	4
<b>WADDING AND PADDING.</b>				
Double canvas through shoulders in all coats by hand	1	0	0	8
Double canvas through shoulders, sewn together by hand, and breast formed	1	11	1	4
Double canvas through shoulders, sewn together by machine, and breast formed	1	0	0	8
Shoulder or back pad, not exceeding six plies	1	0	0	8
Built shoulders, cloth, canvas, &c.	1	11	1	4
Yankee or formed shoulders, with puffs	4	9	3	4
Each extra pair of puffs in facing after first pair	0	6	0	4
Wings, by hand, per pair	1	0	0	8
Flannel seamed in with lining, by hand	1	0	0	8
Interlining body and back with flannel	1	0	0	8
<b>HAIRCLOTH THROUGH SHOULDERS.</b>				
If 4 inches below level of scye, with padding	1	0	0	8
If continued to waist with padding	1	11	1	4
If continued to full length of coat	3	10	2	8
<b>BUTTON-HOLES AND BUTTONS.</b>				
22 line or over or vest holes, per dozen	—		1	11
30 line or over or coat holes, per dozen	—		2	8
36 line or over or coat holes, per dozen	—		3	3
45 line or over or coat holes, per dozen	—		3	8
Covered buttons, per dozen	—		1	5
Eyelet holes, per dozen	—		1	0
Sewing on buttons, per dozen	—		0	8
<b>SILK FACINGS.</b>				
Full size, with material or domette underneath	5	7	5	7
Full size, without material or domette underneath	2	10	2	10
Small silk facing on turn, not exceeding 12 inches in length	1	11	1	11

See previous note (18) re increase of above prices.

	Males.	Females.
	s. d.	s. d.
<b>BASTES.</b>		
Skeleton baste—		
With single-basted seams and one sleeve .. .. .	1 11	1 4
Single-basted seams, one sleeve and collar .. .. .	2 5	1 8
Single-basted seams, two sleeves and collar .. .. .	2 10	2 0
With lapped seams, and one sleeve .. .. .	2 10	2 0
With lapped seams, one sleeve and collar .. .. .	3 5	2 4
With lapped seams, two sleeves and collar .. .. .	3 10	2 8
Full baste, including wadding, padding, facings, seams pressed open .. .. .	5 7	4 0
Forward try-on, including basting in two sleeves and collar when foreparts are made up .. .. .	1 11	1 4
<i>Dress Lounge.</i>		
Preamble—To start with three pockets, the remainder to be the same as the preamble for sac coats.		
Standard starting price—By machine .. .. .	33 8	33 8
For silk facings and other extras, see sac coat.		
<i>Norfolk Jacket.</i>		
Preamble—Same as fixed for sac coats.		
Standard starting price—By machine .. .. .	35 1	21 2
Hand work, see sac coat.		
<b>EXTRAS.</b>		
Plaits, seamed and pressed over, single stitched, each .. .. .	1 11	1 4
Plaits, seamed and pressed over, double stitched, each .. .. .	2 10	2 0
Belt, single stitched .. .. .	3 10	2 8
Belt, double stitched .. .. .	5 7	4 0
Cartridge pockets, all round belt .. .. .	2 10	2 0
Sleeves plaited or gathered into band at wrist, with two holes and buttons .. .. .	3 10	2 8
If yoked back and front .. .. .	3 10	2 8
If yoked at front only .. .. .	1 11	1 4
If yoked at back only .. .. .	1 11	1 4
If scalloped yokes at back and front .. .. .	4 8	3 4
If scalloped yokes at back only .. .. .	2 10	2 0
If scalloped yoke at front only .. .. .	2 10	2 0
Basting plaits or belt in skeleton baste, each .. .. .	0 6	0 4
Belt across back .. .. .	1 11	1 4
For other extras, see sac coat.		
<i>Special Jackets.</i>		
Smoking, cricket, and boating jackets made of flannel, serge, Italian cloth, alpaca, russel cord, drill, silk, cotton, linen, duck, crash (white or coloured), or similar material—		
Preamble—Single-breasted, with five holes and buttons, two patch pockets, stitched edges, plain cuff, felled seams.		
Standard starting price—By machine .. .. .	28 6	18 6
Corded edges .. .. .	3 10	2 8
For other extras and hand work, see sac coat.		
<i>Chesterfield or Single-breasted Overcoat.</i>		
Preamble—Length not exceeding 45 inches; fitting up; three jetted pockets inside; two flap pockets outside; all edges, pockets, and buttons to be stayed; pocket tacks by hand; canvas through foreparts, lapels and collar; haircloth through shoulders, not exceeding 10 inches in length; padded by hand; three plies of wadding on shoulder point; one puff in each scye; all linings felled; under-arm seams; collar sewn on by hand; holes and buttons by hand; label and hanger.		
Standard starting price—By machine .. .. .	40 9	25 6
When a worker does his or her own machining add to the above price .. .. .	2 10	2 0
When any of the undermentioned parts are done by hand, on a machine-made coat, such part or parts shall be charged as an extra.		
One pair of cuts .. .. .	0 6	0 3
Seaming on facings .. .. .	2 10	2 0
Seaming side seams .. .. .	1 11	1 4
Seaming shoulder seams .. .. .	1 0	0 8
Seaming sleeves in .. .. .	1 5	1 0
Seaming back seam .. .. .	1 5	1 0
Two outside pockets .. .. .	1 11	1 4
Stitching edges, one row .. .. .	4 9	3 4
Making sleeves and sleeve linings .. .. .	2 10	2 0
Inside breast pocket .. .. .	1 0	0 8
In or outside ticket pocket .. .. .	1 0	0 8
Seaming on outside collar .. .. .	0 6	0 4
<b>EXTRAS.</b>		
Extras, chesterfields (if not provided for in the preamble).		
Unless machine is specially mentioned, the following extras are by hand.		
If any extras are done by machine, charge half hand price.		
<b>OVER SIZES.</b>		
If 52 inches or over from hole to button when finished (chest measurement) .. .. .	3 10	2 8
Each additional 3 inches or part thereof, over 45 inches in length .. .. .	1 0	0 8
Raised seams, whole coat, by hand .. .. .	8 5	6 0
Raised seams, whole coat, by machine .. .. .	3 10	2 8
Edges, when pricked by hand .. .. .	9 5	6 8
Edges, each extra row of stitching by hand .. .. .	4 9	3 4
Felled edges .. .. .	5 7	4 0
<b>BASTES.</b>		
Skeleton baste—		
With single-basted seams and one sleeve .. .. .	2 10	2 0
With single-basted seams, one sleeve and collar .. .. .	3 4	2 4
With single-basted seams, two sleeves and collar .. .. .	3 10	2 8
With lapped seams and one sleeve .. .. .	3 10	2 8
With lapped seams, one sleeve and collar .. .. .	4 3	3 0
With lapped seams, two sleeves and collar .. .. .	4 9	3 4
<b>TABS AND BELTS.</b>		
Tab, with hole and button, by hand .. .. .	1 11	1 4
Tab, with hole and button, by machine .. .. .	1 0	1 0
Belt, one hole, two buttons, by hand .. .. .	4 9	3 4
Belt, one hole, two buttons, by machine .. .. .	2 10	2 0
Collar tab (swivel or otherwise), two holes and buttons, by hand .. .. .	2 5	1 8
Collar tab (swivel or otherwise), two holes and buttons, by machine .. .. .	1 5	1 0

See previous note (18) re increase of above prices.

	Males. s. d.	Females. s. d.
<b>LOOPS.</b>		
By hand, each .. .. .	1 0	0 8
By machine, each .. .. .	0 4½	0 3
<b>FLYS AND VENTS.</b>		
Fly in front of coat, by hand .. .. .	3 10	2 8
Fly in front of coat, by machine .. .. .	1 11	1 4
Fly in back of coat, by hand .. .. .	3 10	2 8
Fly in back of coat, by machine .. .. .	1 11	1 4
Fly in front of cape .. .. .	1 11	1 4
<b>VENTS.</b>		
Vents at side, under 6 inches, long, faced, or unfaced, each .. .. .	1 0	0 8
Back vent, not exceeding 10 inches in length .. .. .	1 11	1 4
Back vent, over 10 inches in length, up to 13 inches .. .. .	2 10	2 0
Back vent, over 13 inches .. .. .	3 10	2 8
Vent, with morning coat tack .. .. .	0 6	0 4
Back seam, single taped .. .. .	1 5	1 0
Back seam, double taped .. .. .	2 5	1 8
Back seam, felled or stitched inside in any manner .. .. .	1 5	1 0
<b>SILK FACINGS.</b>		
Full size, with material or domette underneath .. .. .	7 6	5 4
Without material or domette underneath .. .. .	3 10	2 8
Small silk facing on turn, not exceeding 12 inches .. .. .	1 11	1 4
<b>SEAMS.</b>		
Strapped seams by machine .. .. .	7 6	5 4
For other extras to seams, see extras on sac coat.		
For all other extras, see extras on other garments.		
<b>Frock and Dress Coats.</b>		
<i>Preamble.</i> —Double-breasted, two plain pockets, and one inside breast pocket jetted; all edges, pockets, and buttons to be stayed; pocket tacks by hand; canvas through foreparts, lapel, and collar; haircloth through shoulders, padded by hand; three plies of wadding on shoulder; six rows of stitching in side body; collar sewn on by hand; one puff in each eye; all linings felled; holes and buttons; label and hanger.		
Standard starting price—by machine .. .. .	52 8	—
Dress coat with silk roll collar, to count as plain coat.		
When a worker does his or her own machining, add to the above price .. .. .	2 10	—
When any one of the undermentioned parts is done by hand on a machine-made coat, such part or parts to be charged as an extra.		
One pair cuts .. .. .	0 6	—
Under-arm seams .. .. .	0 6	—
Waist seams .. .. .	1 0	—
Lapel seams .. .. .	1 0	—
Side seams .. .. .	1 0	—
Shoulder seams .. .. .	1 0	—
Plait pockets (two) .. .. .	1 11	—
One inside breast pocket .. .. .	1 0	—
Stitching edges .. .. .	3 10	—
Making sleeves and sleeve linings .. .. .	2 10	—
Seaming on outside collar .. .. .	0 6	—
Joining coats .. .. .	1 0	—
Seaming sleeves .. .. .	1 0	—
<b>EXTRAS.</b>		
Extras, frock and dress coats (if not provided for in the preamble).		
If machine is not specially mentioned, all extras are by hand.		
If any extra is by machine, charge half hand price.		
Binding edges .. .. .	5 7	—
Edges turned and felled or stouted .. .. .	3 10	—
Braid laid flat on one side .. .. .	5 7	—
Braid laid flat, double to waist .. .. .	7 6	—
Braid laid flat, continued to full length .. .. .	11 3	—
Braid laid flat, if back-stitched, extra .. .. .	3 10	—
Galloon or binding, felled one side, and back-stitched the other .. .. .	7 6	—
Cord on edge .. .. .	5 7	—
Quilted back lining, in ¼ inch, half way down .. .. .	3 10	—
Quilted sides in ¼ inch, half way down .. .. .	3 10	—
Quilted sides in ½ inch, half way down .. .. .	7 6	—
Quilted back linings in ¼ inch, half way down .. .. .	7 6	—
Plain side edges, with three buttons .. .. .	1 11	—
Plain side edges, with one button .. .. .	1 0	—
Flaps in waist .. .. .	2 10	—
Flannel seamed in with sleeve lining .. .. .	1 0	—
Back and body interlined with flannel .. .. .	1 11	—
Plaits, felled down from outside, per pair .. .. .	1 0	—
Pockets across skirts, welt or jetted, each .. .. .	1 11	—
Pocket across skirt, plain, under flap, per pair .. .. .	1 11	—
Silk facings on front of breast, without domette .. .. .	3 10	—
Silk facings on breast, with domette or other material underneath .. .. .	4 9	—
Full silk facing, without domette or other material underneath .. .. .	4 3	—
Full silk facing, with domette or other material underneath .. .. .	5 7	—

See previous note (18) re increase of above prices.

	Males.		Females.	
	s.	d.	s.	d.
<b>BASTES.</b>				
Skeleton baste—				
Single-basted seams and one sleeve .. .. .	2	10	..	—
With single-basted seams, one sleeve and collar .. .. .	3	8	..	—
With single-basted seams, two sleeves and collar .. .. .	3	10	..	—
With lapped seams and one sleeve .. .. .	3	10	..	—
With lapped seams, one sleeve and collar .. .. .	4	3	..	—
With lapped seams, two sleeves and collar .. .. .	4	9	..	—
Full baste, including wadding, padding, facings, and seams pressed open .. .. .	7	6	..	—
Forward try-on .. .. .	2	10	..	—
For other extras, see sac coat.				
<b>Frock Overcoat.</b>				
By machine .. .. .	52	8	..	—
Preamble—Frock overcoats to start same price as frock or dress coats, with all extras and additions for hand work to be the same.				
<b>Morning Coat.</b>				
Preamble—Two plait pockets and outside breast pocket jetted; all edges, pockets, and buttons to be stayed, pocket tacks by hand, canvas through fore-parts, lapel and collar, and haircloth through shoulders not exceeding 10 inches in length, padded by hand, three plies of wadding on shoulders, six rows of stitching inside body, collar sewn on by hand; one puff in each scye, all linings felled, holes and buttons by hand, label and hanger.				
Standard starting price, by machine .. .. .	41	0	..	—
When a worker does his or her own machining, add to the above price .. .. .	2	10	..	—
For all hand work, see frock and dress coats.				
<b>EXTRAS.</b>				
Extras, morning coat (if not provided for in the preamble). All extras are by hand, if machine is not specially mentioned. If any extra is done by machine, charge half hand price. For all extras on morning coat, see sac, frock, or dress coats.				
<b>BASTES.</b>				
With single-basted seams and one sleeve .. .. .	2	10	..	—
With single-basted seams, one sleeve and collar .. .. .	3	4	..	—
Single-basted seams, two sleeves and collar .. .. .	3	10	..	—
With lapped seams and one sleeve .. .. .	3	4	..	—
With lapped seams, one sleeve and collar .. .. .	4	3	..	—
With lapped seams, two sleeves and collar .. .. .	4	9	..	—
Forward try-on .. .. .	1	11	..	—
Full baste to include wadding, padding, facings and seams pressed open .. .. .	6	7	..	—
<b>POCKETS, ETC.</b>				
On shooting coats—				
Hare pocket .. .. .	2	10	..	—
Bag .. .. .	3	10	..	—
Gun pieces .. .. .	1	11	..	—
<b>Inverness Cape.</b>				
Preamble—Two pockets, four holes in front and three in cape (unlined).				
Standard starting price, by machine .. .. .	35	1	..	19 10
When a worker does his or her own machining, add to the above price .. .. .	1	11	..	1 4
For all hand work, see chesterfields.				
<b>EXTRAS.</b>				
Extras, on inverness cape—				
If 52 inches or over from hole to button when finished (chest measurement) .. .. .	3	10	..	2 8
If garment be lined .. .. .	5	7	..	4 0
Each additional 3 inches or part thereof over 45 inches in length .. .. .	1	0	..	0 8
<b>SHAMS.</b>				
Raised seams, whole coat, by hand .. .. .	8	5	..	6 0
Raised seams, whole coat, by machine .. .. .	4	3	..	3 0
<b>EDGES.</b>				
Binding edge by hand .. .. .	5	7	..	4 0
Binding edge, one side by hand, one side by machine .. .. .	3	10	..	2 8
Corded edges, by hand .. .. .	7	6	..	5 4
Edges, when pricked by hand .. .. .	9	5	..	6 8
Edges, extra row of stitching by hand .. .. .	4	9	..	3 4
Felled edges .. .. .	5	7	..	4 0
<b>BASTES.</b>				
Skeleton baste—				
With single-basted seams, one sleeve .. .. .	2	10	..	2 0
With single-basted seams, one sleeve and collar .. .. .	3	4	..	2 4
With single-basted seams, two sleeves and collar .. .. .	3	10	..	2 3
With lapped seams, and one sleeve .. .. .	3	10	..	2 8
With lapped seams, one sleeve and collar .. .. .	4	3	..	3 0
With lapped seams, two sleeves and collar .. .. .	4	9	..	3 4
Tab, with hole and button, by hand .. .. .	1	11	..	1 4
Tab, with hole and button, by machine .. .. .	1	0	..	0 8
Belt, one hole, two buttons, by hand .. .. .	4	9	..	3 4
Belt, one hole, two buttons, by machine .. .. .	2	10	..	2 0
Collar, tab (swivel or otherwise), two holes, and buttons, by hand .. .. .	2	5	..	1 8
Collar, tab (swivel or otherwise), two holes, and buttons, by machine .. .. .	1	11	..	1 4
Loops, by hand, each .. .. .	1	0	..	0 8
Loops, by machine, each .. .. .	0	4	..	0 3

See previous note (18) re increase of above prices.

	Males.		Females.	
	s.	d.	s.	d.
<b>FLYS AND VENTS.</b>				
Fly in front of coat, by hand .. .. .	3	10	2	8
Fly in back of coat, by hand .. .. .	3	10	2	8
Fly in front of coat, by machine .. .. .	1	11	1	4
Fly in back of coat, by machine .. .. .	1	11	1	4
Fly front in cape .. .. .	1	11	1	4
Vents at side, under 6 inches long, faced or unfaced, each .. .. .	1	0	0	8

*Cassocks.*

Standard starting price—By hand and by machine, as follows:—

Men's plain cassock of silk or thin cloth, four holes and buttons on each breast, by hand .. .. .	42	1	26	5
Men's plain cassock of silk or thin cloth, four holes and buttons on each breast, by machine .. .. .	31	11	20	0
Cassocks made from other material, less than above price .. .. .	3	10	2	8
Long cassocks of silk or thin cloth, by hand .. .. .	43	1	26	5
Long cassocks of silk or thin cloth, by machine .. .. .	34	8	21	6
Long cassocks made from other material, less than above price .. .. .	3	10	2	8

**EXTRAS.**

Extras on cassocks.				
Ten holes and buttons on long cassock .. .. .	3	10	2	8
Belt, plaited .. .. .	7	6	5	4
Belt, plaited, with cloth ends .. .. .	8	5	6	0

*Gowns.*

	Males.		Females.	
	By Hand.	By Machine.	By Hand.	By Machine.
	s.	d.	s.	d.
Clergyman's gown, bishop's sleeves, silk .. .. .	77	3	48	6
Clergyman's gown, bishop's sleeves, lustre or alpaca .. .. .	70	2	44	0
Clergyman's gown, silk .. .. .	73	8	46	3
Clergyman's gown, geneva, lustre, or alpaca .. .. .	66	8	41	10
Barrister's gown, silk .. .. .	73	8	46	3
Barrister's gown, alpaca or similar material .. .. .	66	8	41	10
Student's or precentor's gown, silk .. .. .	56	2	35	3
Student's or precentor's gown, other material .. .. .	52	8	33	0

**LIVERIES.**

*Coachman's Frock.*

*Preamble.*—Single breasted, six holes and buttons, flaps across waist with pockets under, inside breast pocket or ticket pocket, raw or bluff edges, cuffs with two holes and buttons in slit, side edges in plaits, wadding flesh basted in and lined throughout.  
 Standard starting price—By machine, males, 44s. 11d.  
 When a worker does his own machining, add to the above price, males, 2s. 10d.  
 For hand work and extras, see frock and dress coats.

*Groom's Frock.*

*Preamble.*—Single breasted, with six holes and buttons, pockets, in plaits, side edges, inside breast pocket or ticket pocket raw or bluff edges, cuffs with two holes, and buttons in slit, wadding, flesh basted in, lined throughout.  
 Standard starting price—By machine, males, 44s. 11d.  
 When a worker does his own machining, add to the above price, males, 2s. 10d.  
 For hand work and extras, see frock and dress coats.

*Footman's Coatee.*

*Preamble.*—Double breasted with sewn on lapels, five holes and buttons on each side, plait pockets, side edges, and sword flaps with buttons, inside breast pocket, raw or bluff edges, cuts in gorge or front, cuff with slit with two holes and buttons, wadding flesh, basted in, and lined throughout.  
 Standard starting price—By machine, males, 47s. 9d.  
 When a worker does his own machining, add to the above price, males, 2s. 10d.  
 For hand work and extras, see frock and dress coats.

*Footman's Dress Coatee.*

*Preamble.*—Single breasted with stand collar, six corded notched holes and buttons in front, pointed flaps with pockets under, side edges in plaits, inside breast pocket, raw or bluff edges, cuffs with slit and two holes and buttons, wadding flesh basted in, lined throughout.  
 Standard starting price—By machine, males, 47s. 9d.  
 When a worker does his own machining, add to the above price, males, 2s. 10d.  
 For hand work and extras, see frock and dress coats.

*Coachman's Frock Greatcoat.*

*Preamble.*—Double breasted with sewn on lapels, six holes and buttons on each side, flaps across waist with pockets underneath, inside breast pocket or ticket pocket, side edges, single stitched, raw or bluff edges, plain or round cuffs, lined throughout.  
 Standard starting price—By machine, males, 50s. 7d.  
 When a worker does his own machining, add to the above price, males, 2s. 10d.

**EXTRAS.**

	Males.	
	s.	d.
Extras on servant's greatcoat.		
Edges, double stitched, raw, extra .. .. .	5	7
Seams raised and single stitched .. .. .	5	7
Seams raised and double stitched .. .. .	11	3
Seams raised and stitched, if prepared by the maker only .. .. .	3	10
Single cape, sewn in with collar .. .. .	1	5
Single cape, with band and holes and buttons .. .. .	2	10
Single cape, lined, extra .. .. .	2	1
Each additional real or sham cape .. .. .	2	10

See previous note (18) re increase of above prices.

	Males.
	s. d.
<b>EXTRAS ON LIVERY COATS.</b>	
Edges stoated and stitched .. .. .	2 10
Edges piped with cloth, without flaps .. .. .	4 3
Edges piped with cloth, with flaps .. .. .	5 7
Gold, silver, or worsted lace on plain collar .. .. .	2 1
Gold, silver, or worsted lace on collar with snips .. .. .	2 10
Gold, silver, or worsted lace on plain cuffs .. .. .	1 5
Gold, silver, or worsted lace on slash cuffs .. .. .	4 11
Gold, silver, or worsted lace on flaps .. .. .	2 1
Gold, silver all round, pointed or plain flaps .. .. .	2 10
Lace holes on collar, each .. .. .	1 5
Diamond hips .. .. .	2 10
Slash cuffs .. .. .	4 11
Imitation slash cuffs .. .. .	2 1
Corded notch holes .. .. .	0 4½
Notched holes worked with twist, each .. .. .	0 9
Epaulettes, each .. .. .	0 9
Shoulder knots, each .. .. .	1 5
Pointed flaps, with buttons under, extra .. .. .	0 9

**BASTES.**

For bastes, see frock and dress coats.  
Any part done by hand, or extras to liveries, not specified, see frock, dress coats, and chesterfields.

*Military Uniforms.*

Military officer's khaki cloth jacket (Commonwealth pattern).

*Preamble.*—Two outside bellow pockets with flaps, hole and button; two out breast pockets with flaps and plaits, hole and button, ticket pockets in belt, shoulder straps, pointed cuffs with or without waist seam, belt with hooks and eyes, belt hooks, vent at band, one pair of cuffs, hanger and label.

Standard starting price, by machine—Males, 52s. 8d.; females, 33s.  
For hand work, see sac coat.  
Military officers' khaki drill jackets to be 3s. 5d. less than khaki cloth.  
Eyelet holes, 3s. 4d. per dozen.

*British Warm.*

British warm (Commonwealth pattern).

*Preamble.*—Double breasted, two outside pockets with flaps, one outside breast pocket, one inside breast pocket, shoulder straps buttonhole cuff (two holes), vent at back, cuts under arm, collar tab, hanger, and label.

Standard starting price, by machine—Males, 49s. 2d.; females, 30s. 11d.  
For hand work, see chesterfields.

*Aviators' Coats.*

Aviators' coats (Commonwealth pattern).

*Preamble.*—Double breasted, two outside pockets with flaps, one inside breast pocket, fly front, lapels seamed on, shoulder straps, vent at back, strap cuffs, hole and button, stand and fall collar with hooks and eyes, hooks at waist, cuts under arm, hanger, and label.

Standard starting price, by machine—Males, 49s. 2d.; females, 30s. 11d.

*Military Officer's Greatcoat.*

Military officer's greatcoat (Commonwealth pattern).

*Preamble.*—Double breasted, two outside patch pockets, one pocket inside, belt at back with three holes and buttons, gauntlet cuffs, sword vents with holes, stand and fall collar with hooks and eyes, plaited back, and vent, forepart of back half lined, all seams raw and otherwise, shoulder straps detachable, collar tab, label and hanger.

Standard starting price, by machine—Males, 63s. 2d.; females, 39s. 8d.  
For hand work, see chesterfields.

	Males.	Females.
	s. d.	s. d.
<b>EXTRAS.</b>		
Try-on .. .. .	3 10	2 10
Snobs thumbs, each .. .. .	1 0	0 8
Saddle cloth .. .. .	1 11	1 4
Dummy fly .. .. .	1 0	0 8
Gorget patches, sewn on .. .. .	3 10	2 8
Gorget patches, detachable .. .. .	5 7	4 0
Naval shoulder straps, per pair .. .. .	7 6	5 4

**DEDUCTIONS.**

Deductions for undersized coats, youths' and boys'.		
Dress lounge, Norfolk jacket, special jackets, and sac coats.		
Youths'—if 38 inches or less from hole to button when finished (chest measurement) .. .. .	3 10	2 8
Boys'—if 34 inches or less from hole to button when finished (chest measurement) .. .. .	7 6	5 4
Chesterfield or single-breasted overcoat and inverness.		
Youths'—42 inches or less from hole to button when finished (chest measurement) .. .. .	3 10	2 8
Boys'—38 inches or less from hole to button when finished (chest measurement) .. .. .	7 6	5 4
Other deductions on coats (if same be comprised in the preamble).		
If without hair cloth or substitute for hair cloth .. .. .	1 5	1 0
If preamble hair cloth be put on by machine .. .. .	1 0	0 8
If fitting-up be done for the maker of the coat .. .. .	1 0	0 8
Each inside breast pocket provided for by the preamble, but not in coat when finished .. .. .	1 0	0 8
Each inside or outside ticket pocket provided for by the preamble, but not in coat when finished .. .. .	1 0	0 8
If lapels be not padded by the maker of the coat .. .. .	0 6	0 4
If inside collar be not padded by the maker of the coat .. .. .	0 6	0 4
If buttonholes be not put in by the maker of the coat .. .. .	1 0	0 8
If front edge buttons be not put on by the maker of the coat .. .. .	0 4½	0 3
If label be not put on by the maker of the coat .. .. .	0 3	0 1½
If no cuts or darts in coat .. .. .	0 4½	0 3
If inside collar be put on by machine .. .. .	0 6	0 4

See previous note (18) re increase of above prices.

	Males.		Females.	
	s.	d.	s.	d.
<b>ALTERATIONS AND REPAIRS.</b>				
<b>Coats—</b>				
<b>Collar—</b>				
Off .. .. .	3	2½	2	0
Part off .. .. .	2	1	1	4
Off and shortened .. .. .	4	3	2	8
Recovering collar .. .. .	4	3	2	8
New collar .. .. .	8	5	5	4
Shoulders out .. .. .	2	1	1	4
Shoulders part out .. .. .	1	1½	0	8
Side seams out in body coat .. .. .	4	3	4	3
Side seams, if part out in body coat .. .. .	3	2	3	2
Plaits out, including pockets .. .. .	6	4	4	0
Plaits out, no pockets .. .. .	5	4½	3	4
Across skirts .. .. .	5	4½	3	4
Shortened or lengthened body coats .. .. .	2	1	2	1
Lengthened sac coat .. .. .	3	2	2	0
Lengthened sac coat and facing .. .. .	5	4½	3	4
Shortened coats .. .. .	2	1	1	4
New skirts .. .. .	12	8	7	11
Lapels off .. .. .	10	6	6	7
Lapels part off .. .. .	6	4	4	0
New lapels .. .. .	19	0	11	11
Hollowing back seam .. .. .	1	1½	0	8
Altering back seam through taak .. .. .	2	1	1	4
Stumping back of body coat .. .. .	4	3	4	3
Back right out and through plaits of body coat .. .. .	14	9	14	9

<b>SLEEVES.</b>				
Right out .. .. .	5	4½	3	4
Right out (machine) .. .. .	4	3	2	8
Part out .. .. .	2	8	1	8
Let out or taken in at top when out .. .. .	1	1½	0	8
Let out or taken in at cuff .. .. .	2	1	1	4
Shortened or lengthened, plain .. .. .	2	1	1	4
Lengthened with hand facings .. .. .	3	2½	2	0
Shortened or lengthened with button cuff .. .. .	4	3	2	8
Relining body of coat .. .. .	4	3	2	8

<b>ALTERING SIDE SEAMS.</b>				
Of sac, right through .. .. .	4	3	2	8
Part out .. .. .	3	2½	2	0
Of sac, if taped .. .. .	6	4	4	0
Of sac, if taped, part out .. .. .	4	3	2	8
Of chesterfield, right through .. .. .	5	4½	3	4
Altering back seam of sac coat only .. .. .	2	1	1	4
Hollowing back seam of sac coat only .. .. .	1	1½	0	8
Altering back seam of chesterfield .. .. .	3	2½	2	0
Hollowing back seam of chesterfield .. .. .	1	6½	1	0
Front edges off—				
Without holes .. .. .	6	4	4	0
With holes .. .. .	8	5	5	4
With fly .. .. .	12	8	7	11
Back right out of sac coat .. .. .	8	5	5	4
Back right out of chesterfield .. .. .	9	6½	5	11

<b>ALTERATIONS AND REPAIRS.</b>				
<i>Trousers and Vests.</i>				
<b>Vests—</b>				
Let out or take in side seams .. .. .	2	1	1	2
Top of back and shoulder seams out .. .. .	1	1½	0	7
Vest shortened from top or bottom .. .. .	1	5	0	10½
No collar vest, made one hole and button, lower .. .. .	2	1	1	2
Roll, step collar, or stand collar vest, made into no collar vest .. .. .	4	3	2	1
New back and back lining .. .. .	2	10	1	9
New forepart lining, if back or shoulder not altered .. .. .	2	1	1	2
Ripping and re-cleaning vest for re-making .. .. .	2	1	1	2

<i>Trousers.</i>				
Side seams out from pockets through bottom .. .. .	3	2½	1	9
Side seams out from top and bottom, with pockets .. .. .	6	4	3	6
Leg seam out from fork through bottom .. .. .	3	2½	1	9
Seat seam, crutch, and part of leg seam out .. .. .	3	2½	1	9
Seat seam only .. .. .	1	1½	0	7
Seat seam, with crutch lining off and put on again .. .. .	2	1	1	2
Trousers shortened or lengthened .. .. .	2	1	1	2
Trousers lengthened and faced .. .. .	3	2½	1	9
Trousers, more dress taken out of leg seam and front .. .. .	2	1	1	2
Reseating trousers .. .. .	3	2½	1	9
Large seat lining to cover seatings .. .. .	1	1½	0	7
Ripping and cleaning trousers for re-making .. .. .	4	3	2	1
Lowering the waist .. .. .	4	3	2	1
Raising the waist .. .. .	5	3½	2	11½

See previous note (18) re increase of above prices.



							Price— Men's.
							s. d.
<b>PRESSING ORDER CLOTHING.</b>							
<b>Schedule of Prices—</b>							
Frock and dress, including uniform frock and dress and livery .. .. .	..	..	..	..	..	..	4 9
S.B. pagets or beauforts .. .. .	..	..	..	..	..	..	2 4
D.B. pagets or beauforts and all oversizes .. .. .	..	..	..	..	..	..	2 4
S.B. sac .. .. .	..	..	..	..	..	..	1 9
D.B. sac, and all oversizes .. .. .	..	..	..	..	..	..	1 9
Chesterfield .. .. .	..	..	..	..	..	..	2 4
Usters and centennials .. .. .	..	..	..	..	..	..	2 10
Covert coats .. .. .	..	..	..	..	..	..	2 0½
Cassocks .. .. .	..	..	..	..	..	..	3 5½
Capes .. .. .	..	..	..	..	..	..	0 7½
S.B. unlined sacs .. .. .	..	..	..	..	..	..	1 3
D.B. unlined sacs, and all oversizes .. .. .	..	..	..	..	..	..	1 3
Silk chesters and sacs .. .. .	..	..	..	..	..	..	1 3
Hollands, white coats, flannel, flannelette, and alpaca .. .. .	..	..	..	..	..	..	1 3
Denim, dungaree, and canvas .. .. .	..	..	..	..	..	..	0 9
Eton or stewards' jackets .. .. .	..	..	..	..	..	..	1 6½
Military overcoats .. .. .	..	..	..	..	..	..	2 4
Tunics .. .. .	..	..	..	..	..	..	1 6½
Military jumpers .. .. .	..	..	..	..	..	..	1 6½

<b>VESTS.</b>							
Vests, clerical, dress, white, marcella, white pique, white drill, or similar material .. .. .	..	..	..	..	..	..	0 10½
Vest, cassock .. .. .	..	..	..	..	..	..	1 1½
Vest, plain or with collar .. .. .	..	..	..	..	..	..	0 7½
Stable vest, without sleeves .. .. .	..	..	..	..	..	..	0 7½
Stable vest, with sleeves .. .. .	..	..	..	..	..	..	0 9

<b>TROUSERS.</b>							
Plain trousers .. .. .	..	..	..	..	..	..	1 1½
Full fall, including shaping .. .. .	..	..	..	..	..	..	1 6½
Riding pants, military .. .. .	..	..	..	..	..	..	1 5
Shaping riding pants, military .. .. .	..	..	..	..	..	..	0 6
Other riding pants—							
Including shaping .. .. .	..	..	..	..	..	..	2 11½
With leggings, including shaping .. .. .	..	..	..	..	..	..	3 9
K.B. trousers .. .. .	..	..	..	..	..	..	1 0
Drill, duck, canvas, dungaree, denim, white, and coloured moleskins .. .. .	..	..	..	..	..	..	0 9
Military trousers .. .. .	..	..	..	..	..	..	1 1½
Shaping trousers and pants .. .. .	..	..	..	..	..	..	0 6
Trousers prepared by presser for fitting on .. .. .	..	..	..	..	..	..	0 6
Trousers, strapped .. .. .	..	..	..	..	..	..	2 0½
Cuff bottoms on trousers .. .. .	..	..	..	..	..	..	0 1½

							Males.	Females.
							s. d.	s. d.
<b>EMPLOYEES DOING THEIR OWN MACHINING.</b>								
Sao coat, dress lounge, norfolk jacket, special jackets .. .. .	..	..	..	..	..	..	1 11	1 4
Chesterfield, or single-breasted overcoat .. .. .	..	..	..	..	..	..	2 10	2 0
Frock and dress coats .. .. .	..	..	..	..	..	..	2 10	—
Frock coats of all descriptions and greatcoats .. .. .	..	..	..	..	..	..	2 10	—
Morning and paget coats .. .. .	..	..	..	..	..	..	2 10	—
Capes .. .. .	..	..	..	..	..	..	0 6	0 4
Plain vest, or with collar .. .. .	..	..	..	..	..	..	—	0 8
Stable vest .. .. .	..	..	..	..	..	..	—	1 0
Trousers and pants .. .. .	..	..	..	..	..	..	—	0 8½
Trousers strapped .. .. .	..	..	..	..	..	..	—	1 1
Whole falls .. .. .	..	..	..	..	..	..	—	0 10½
K.B. trousers .. .. .	..	..	..	..	..	..	—	0 9
Youths', one-quarter less than men's.								
Boys', one-third less than men's.								

**SPECIAL NOTICE.**

**PRESSING OFF.**

Should any garment be pressed off for a female, no deduction shall be made.

Should a female press off any garment, such shall be an extra, and she shall be paid the prices provided herein (see order pressing schedule).

Should any garment be pressed off for a male operative, the price set out in the schedule for pressing may be deducted.

All extras will not necessarily appear under the particular garment the operative may be making. Wherever the extra appears, the price provided for such extra shall be paid.

Should any extra be not specified in this Determination the operative shall be paid for such extra on the actual time worked, based on the weekly wage fixed in the Determination.

Garments specified in the Determination may change with the fashion. In such cases, if any item in the Determination for another garment is applicable, such shall operate.

**VEST (ORDINARY).**

Preamble—Fitting up, four pockets, welts, all edges, buttons, and pockets to be stayed; tacks by hand; canvas through foreparts; holes and buttons and back straps; all linings felled.

Standard starting price, by machine—females, 7s. 11d.

Garment to be pressed off for female.

If female presses off the vest, such will be an extra as provided for in the schedule for pressing off garments.

When the maker does her own machining, 8d. extra.

See previous note (18) re increase of above prices.

## HAND WORE ON VESTS.

When any of the undermentioned parts are done by hand on a machine-made vest, such shall be extra as follows:—

		Females.
		s. d.
Seaming on facings	.. .. .	1 0
Stitching edges	.. .. .	1 4
Putting in pockets, each	.. .. .	0 8
Making back straps	.. .. .	0 8
Making back	.. .. .	0 8
Sewing in back	.. .. .	1 0
<b>EXTRAS.</b>		
Extra on vests—		
Pockets—		
By hand, outside	.. .. .	1 4
By machine, outside	.. .. .	0 8
Hand, inside, including hole and button	.. .. .	1 4
Machine, inside, including hole and button	.. .. .	0 8
Flaps, on pockets each flap	.. .. .	0 4
Edges—		
Bound by hand	.. .. .	2 8
Bound, one edge hand, one edge machine	.. .. .	1 4
Flat braiding, three stitching by hand	.. .. .	3 4
Corded edges, by hand	.. .. .	2 8
Tracing braid, each row	.. .. .	1 4
Piped edges, seamed by machine	.. .. .	1 4
Each row of stitching on edges, by hand	.. .. .	1 4
Felled edges	.. .. .	1 4
Pricked edges, each row	.. .. .	2 8
Fly in front of vest, by hand, lined or unlined	.. .. .	2 0
Fly in front of vest, by machine	.. .. .	1 4
Eyelet holes, per dozen	.. .. .	0 8
Eyelet holes, with open facing	.. .. .	1 4
Puffs in back	.. .. .	0 8
Vents in side	.. .. .	0 8
Sleeves, unlined and faced, felled, or covert seams—		
By hand	.. .. .	5 4
By machine	.. .. .	2 8
Interlining back with flannel	.. .. .	0 8
Skirts at waist	.. .. .	1 4
Seal skins or imitation skins, extra	.. .. .	2 8
Collars—		
Step collar, lined or unlined, in two pieces or otherwise on S.B. vest	.. .. .	1 1
All other collars on S.B. vest, lined or unlined	.. .. .	0 8
Collar on D.B. vest, lined or unlined	.. .. .	1 4
Cuts in vest	.. .. .	0 4
Bastes—		
Skeleton baste	.. .. .	0 8
Forward baste	.. .. .	0 8
Skeleton baste with facings and linings basted in	.. .. .	1 4
Basting on tabs and buttons	.. .. .	0 4
Over-size vests—		
Men's vests, 46 inches and over (chest measurement) from hole to button	.. .. .	0 8
Double-breasted vest, extra to single	.. .. .	1 4

## DEDUCTIONS.

Youths' vests, 36 inches and under (chest measurement) from hole to button, less than men's	.. .. .	0 8
Boy's vest, 32 inches and under (chest measurement) from hole to button, less than men's	.. .. .	2 0
If fitting up is not done by the maker	.. .. .	0 4

## DRESS VEST.

Preamble—To pockets remainder same as preamble for ordinary vests.  
Standard starting price—All machine, females, 9s. 3d.

## EXTRAS.

Roll collar on dress vest	.. .. .	1 4
Hand work, extra and deductions, same as ordinary vest.	.. .. .	1 4

## PLAIN CLERICAL VEST.

Preamble—With large or small breast; eight holes and buttons outside, and two buttons inside; one row of stitching or bound by machine.

Standard starting price—By machine, females, 9s. 3d.  
Double-breasted, clerical vest 2s. extra.

Hand work, extras and deduction, same as ordinary vest.

## TROUSERS.

Ordinary Trousers—

Preamble—Fitting up; two pockets, one strap and buckle; or three loops, button holes; buttons; leather or heel stays; all seams pressed, hand tacks throughout; waist bands; seat and catch linings felled; back linens if necessary.

Standard starting price—By machine, females, 7s. 11d.

Garment to be pressed off for female.

If female presses off or shrinks the trousers, such shall be extra, and she shall be paid the prices set out in the schedule for pressing off garments.

When the worker does her own machining, 9d. extra.

See previous note (18) re increase of above prices.

HAND WORK ON ORDINARY TROUSERS.

When any one of the undermentioned parts is done by hand on machine-made trousers, such shall be an extra, as follows:—

	Females.	
	s. d.	
Seaming half-side seams .. .. .	1	0
Seaming side seams right through .. .. .	2	0
Seaming half-leg seams .. .. .	0	8
Seaming leg-seams right through .. .. .	1	4
Seaming seat seams .. .. .	0	8
Seaming bands on .. .. .	0	8
Stitching around waist .. .. .	0	8
Making fly and seaming lining on front .. .. .	0	8
Stitching fly in .. .. .	0	4
Stitching front of fly .. .. .	0	4
Button catch .. .. .	0	8
Pockets .. .. .	0	8
Making strap and buckle .. .. .	0	8

	Females.	
	By Hand.	By Machine.
	s. d.	s. d.
<b>EXTRAS.</b>		
Extras, ordinary trousers—		
Pockets—		
Fob pockets, each .. .. .	1	0
Side or cross pockets, each pocket .. .. .	1	0
Hip pocket, hole and button, cash pocket, hole and button, and all other extra pockets each .. .. .	1	4
French bearer .. .. .	1	4
<b>SEAMS.</b>		
Raised or overlaid side seams, if prepared by maker .. .. .	2	0
Raised or overlaid side seams, if not prepared by maker, no extra.		
Lapped seams .. .. .	1	4
Braid down side seam, silk or worsted .. .. .	2	8
Gold or silver braid down side seam .. .. .	6	7
Stripe scarlet cloth down side seams sewn on .. .. .	2	8
Stripe scarlet cloth down side seams felled on .. .. .	5	4
Stripe gold or silver lace down side seam .. .. .	6	7
Stripe gold or silver lace down side seam felled or stitched on .. .. .	10	7
Stripe gold or silver lace down side seams pricked on .. .. .	11	11
Seams, serged top side only .. .. .	0	8
Seams, serged top and under .. .. .	1	4
Leg seams, felled each side .. .. .	1	4
Side seams, felled each side .. .. .	1	4
Leg seams, turned down and felled .. .. .	0	8
Seat seams, turned over and felled .. .. .	0	8
All seams piped .. .. .	3	4
<b>BOTTOMS.</b>		
Bottoms faced up 9 inches with tweed, canvas, or other material .. .. .	2	0
Bottom buttons, with stays inside .. .. .	0	8
Bottom buttons, with stays outside .. .. .	1	4
Round or taped bottoms, two fellings .. .. .	1	4
Cuff bottoms .. .. .	0	8
Cuff bottoms, sewn on or with one row extra felling .. .. .	1	0
Leathers all round bottom .. .. .	1	4
<b>STRAPS, LOOPS, AND BELTS.</b>		
Strap and buckle, if eased from hip .. .. .	2	8
Leather belt sewn on .. .. .	2	0
Leather belt sewn on, if eased in flannel .. .. .	2	8
Strap and buckle (additional) .. .. .	1	4
Sewing on machine-made strap and buckle .. .. .	0	4
Leather tabs for chains .. .. .	2	0
Loops, if additional to strap .. .. .	0	8
<b>LINING TROUSERS.</b>		
Cotton lined .. .. .	2	0
Cotton lining, if interlined with domette .. .. .	3	4
Cotton lining, after trousers are finished .. .. .	4	0
Large seat lining, over 8 inches by 6, extra .. .. .	0	8
Flannel or silk lining .. .. .	3	4
Chamois lining to knees .. .. .	5	4
Chamois lining to bottom .. .. .	6	7
Knees, lined .. .. .	1	4
<b>STITCHING AND PUFFS.</b>		
Puff in hand .. .. .	1	4
Stitching by hand across top of trousers .. .. .	1	1
Full fall, trousers, extra .. .. .	2	11
Split fall, trousers, extra .. .. .	2	11
<b>BASTING TROUSERS.</b>		
Try-on trousers, full baste .. .. .	2	8
Basting leg seams, seat seams, and bottoms .. .. .	1	4
Basting seat seam and bottoms.. .. .	0	8
Basting seat only .. .. .	0	4
Basting bottoms only .. .. .	0	4

See previous note (18) re increase of above prices.

	Females.
	<i>s. d.</i>
<i>Overizes.</i>	
Men's trousers, 43 inches to 48 inches, inclusive from hole to button, extra .. .. .	0 8
Men's trousers, over 48 inches, from hole to button, extra .. .. .	1 4

	Females.
	<i>s. d.</i>
<i>Deductions.</i>	
<i>Undersizes—</i>	
Youths' trousers, 30 inches and under, from hole to button, less than men's in each class .. .. .	0 8
Boys' trousers, 27 inches and under, from hole to button, less than men's in each class .. .. .	1 4
Fitting up .. .. .	0 4
Leathers or heel stays .. .. .	0 8
Button holes, per pair of trousers .. .. .	0 7
Buttons, sewing, per pair .. .. .	0 7
Evening dress trousers.	
Standard starting price, by machine—females, 9s. 3d.	
For hand work and extras, see ordinary trousers.	

**BREECHES.**

Preamble—Two pockets, with or without waist bands; if without bands, stitching around waist, crutch lining, not to exceed 3 inches, tops bound or turned in, back straps, slit at knee with four holes and buttons; leg and seat seams sewn by hand.

Standard starting price, by machine—females, 15s. 2d.  
 Garment to be pressed off and shrunk for female, without deduction.  
 If a female presses off or shrinks the breeches, such will be extra; and she shall be paid the prices set out in the schedule for pressing off garments.  
 When the maker does her own machining to breeches, extra 9d.  
 For items done by hand, see trousers.

	Females.
	<i>s. d.</i>
<i>EXTRAS.</i>	
<i>Extras on Breeches.</i>	
Continuations, by hand, with four holes and buttons or eyelet holes .. .. .	5 4
Continuations, by machine, with four holes and buttons or eyelet holes .. .. .	2 8
Sewing or felling down leg seams .. .. .	1 4
Garter, with buckle, by hand, per pair .. .. .	2 0
Garter, with buckle, by machine, per pair .. .. .	1 4
Knees lined .. .. .	0 8
Each hole and button in frog mouth .. .. .	0 4
Cuts under knee in breeches, if taped right across, per pair .. .. .	0 8

*Strapping.*

Knee strapped, felled and stitched, or double stitched, by hand .. .. .	4 0
Knees strapped, felled and stitched, or double stitched, by machine .. .. .	2 0
Each row of diagonal stitching, per row, by hand .. .. .	0 4
Seats strapped, not over 6 inches from centre, by hand .. .. .	2 8
Ditto, by machine .. .. .	1 4
Seat strapped to knee, half way up seat seam, by hand .. .. .	5 4
Seat strapped to knee, half way up seat seam, by machine .. .. .	2 8
Strapping from fork to calf, new trousers .. .. .	5 4
Ditto, by machine .. .. .	2 8
Trouser strapping to be paid same as breeches.	

**RIDING PANTS.**

Preamble—Two pockets, straps or loops, one eyelet hole, with strings.  
 Standard starting price, by machine—females, 9s. 3d.  
 Hand work, extras and deductions, same as ordinary trousers.

**CYCLING OR ATHLETIC BREECHES AND KNICKERS, OR SIMILAR GARMENTS.**

Preamble—With two pockets, top turned in or bound, buckle and strap or loops for belt, and brace buttons on top, four holes and buttons on each knee or garter, with hole and buttons or buckle.

Standard starting price—By machine, females, 9s. 3d.  
 Garment to be pressed off and shrunk for female.  
 If female presses off or shrinks the trousers, such shall be extra, and she shall be paid the prices set out in the schedule for pressing off garments.  
 When the maker does her own machining, extra 9d.  
 All other hand work, extras and deductions, as per breeches and trousers.

**SHOOTING OR RIDING LEGGINGS.**

Preamble—With eight holes and buttons, swelled edges.  
 Standard starting price, females—by hand, 9s. 3d.; by machine, 7s. 3d.

	Females.
	<i>s. d.</i>
<i>EXTRAS.</i>	
Tongues .. .. .	1 4
Double stitched seams, by hand .. .. .	1 4
Double stitched edges, by hand .. .. .	1 4
Strap and buckle, at top, per pair .. .. .	0 8
Leather for stirrup in front .. .. .	1 4
Fly, by hand .. .. .	2 8
Fly, by machine .. .. .	1 4

**SHORT GAITERS OR SPATS.**

Preamble—With five holes and buttons, swelled edges.	
By hand .. .. .	7 3
By machine .. .. .	5 4
Double stitched seams and edges .. .. .	1 4

See previous note (18) re increase of above prices.

											Females.
											<i>s. d.</i>
<b>BASTING BREECHES.</b>											
Skeleton baste .. .. .											1 4
<b>BASTING LEGGINGS.</b>											
Basting one legging with fly and buttons, edges not turned in .. .. .											0 8
											Per dozen.
											<i>s. d.</i>
<b>READY-MADE CLOTHING.</b>											
<b>PIECE-WORK PRICES FOR CUTTING—CUTTING WITH SHEARS.</b>											
<i>Men's.</i>											
<b>Chesters—</b>											
S.B., lined .. .. .											6 4
S.B., unlined .. .. .											7 1½
D.B., lined .. .. .											7 1½
D.B., unlined .. .. .											7 4½
Extras for capes on chesters .. .. .											0 10½
Extras for yokes and plaits on chesters .. .. .											0 10½
Where chesters are 36 inches and under in length, deduct .. .. .											0 10½
S.B. sac suits (if separation in vests or coats, or both, for cutting pockets, .. .. .											9 1
S.B. sac suits (without separation) .. .. .											8 5½
Motor coats, S.B., washing material .. .. .											6 4
Motor coats, D.B. .. .. .											7 3
Motor cycle coats, washing material .. .. .											5 2
S.B. sac coats lined .. .. .											4 7½
<b>COATS, SAC, S.B.</b>											
Unlined, drill or duck (flax or linen) .. .. .											5 2
Unlined, all other cotton material .. .. .											4 4½
Alpaca or Sicilian .. .. .											4 4½
Silk .. .. .											4 9
Jumper, denim or dungarees .. .. .											3 10½
Norfolk or sport .. .. .											6 11
Football jackets .. .. .											3 10½
<b>COATS.</b>											
Sac, D.B. .. .. .											5 7
Frock coats of all descriptions .. .. .											6 11
Beauforts or pagets .. .. .											6 11
<b>VESTS.</b>											
S.B. plain .. .. .											1 11
S.B., with collar .. .. .											2 0½
D.B. .. .. .											2 1
Stable, with back .. .. .											2 7
Stable, with back and sleeves .. .. .											3 1
Cloth edging on vest, extra .. .. .											0 6
<b>TROUSERS.</b>											
Ordinary .. .. .											2 1
Cotton Tweed—											
Less than 14 dozen, in line .. .. .											2 1
If 14 dozen or more in line .. .. .											1 11
Mole .. .. .											1 11
Linon drill, canvas or duck .. .. .											2 5½
Denim or dungaree .. .. .											1 6½
Denim or dungaree, with double seats or knees .. .. .											1 9½
Denim or dungaree, bib, and brace .. .. .											2 1
Cotton washing materials .. .. .											1 9½
K.B. .. .. .											1 9½
Football, K.B. .. .. .											1 3½
Bicycle, K.B. .. .. .											2 1
Dress taken out of trousers .. .. .											0 4½
Hip pocket cut in trousers .. .. .											0 4½
Combination, denim or dungaree .. .. .											3 10½
<i>Youths'.</i>											
<b>DESCRIPTION.</b>											
Chesters .. .. .											5 2
Chesters, with capes or yokes and plaits .. .. .											5 7
Suits, sac .. .. .											6 11
Coats, sac, all material .. .. .											3 9
Vests .. .. .											1 5
Cloth edging on vests .. .. .											0 4½
<b>TROUSERS.</b>											
Denim or dungaree .. .. .											1 3½
Denim or dungaree, with double seats or knees .. .. .											1 6½
Mole .. .. .											1 8
Any other material .. .. .											1 9½
Dress taken out of trousers .. .. .											0 3
Hip pocket cut in trousers .. .. .											0 3
Jackets, football .. .. .											3 5½

See previous note (18) re increase of above prices.

Juveniles.

Description.	Sizes 00 to 12.		Sizes 18 and over.	
	Cotton Washing Material. Per dozen.	Other Material. Per dozen.	Cotton Washing Material. Per dozen.	Other Material. Per dozen.
<b>Suits.</b>				
Fancy, 3 garments .. .. .	s. d. 4 11	s. d. 5 2	s. d. 5 5	s. d. 5 7
Plain, 3 garments .. .. .	5 2	5 5	5 7	5 10
Plain, 2 garments .. .. .	3 7½	3 10½	4 0	4 3
Two garments, with belts, plaits, and yokes .. .. .	4 3	4 6	4 9	4 11
Sailor, K.B. .. .. .	3 4	3 5½	3 7½	3 9
Tunic, when right and left foreparts are cut separately .. .. .	4 10½	5 0½	5 2	5 6½
Tunic, with pocket let in one forepart (foreparts cut together) .. .. .	4 4½	4 7½	4 10½	5 0½
Tunic, without separation of foreparts .. .. .	3 6	3 9	3 10½	4 1½
Trousers K.B. .. .. .	1 0	1 0	1 1½	1 1½
Chesters .. .. .	3 7½	3 10½	4 11	5 2
Capes, extra .. .. .	0 6	0 6	0 6	0 6
Yokes and plaits, extra .. .. .	0 6	0 6	0 6	0 6

SPECIAL CONDITIONS, STOCK CUTTERS.

DEDUCTIONS APPLYING TO ALL GARMENTS.

Machine.

If work cut for cutter by machine—One-fourth off.  
 When cutter machines his own work—One-sixth off.  
 When cutter machines his own work—  
 With an electric cutter—One-fourth off.  
 With any other machine—One-fifth off.

Hand-knife.

Stock work cut by hand-knife—One-sixth off.  
 Mole work cut by hand-knife—5 per cent. off.

EXTRAS APPLYING TO ALL GARMENTS.

Special Work.  
 Singles—Double rate.  
 Two thick—One-half extra.  
 Three thick—One-quarter extra.  
 When a tape or measure is used in altering the size of garments, cut as ready-made, extra on piecework prices—One-fifth extra.  
 When single width material is laid up singly to check the shades—5 per cent. extra on piecework prices.

PIECEWORK PRICES FOR PRESSING READY-MADE CLOTHING.

DESCRIPTION—MEN'S AND YOUTHS'.

DESCRIPTION—MEN'S AND YOUTHS'.	Men's.	Youths'.
	Per dozen.	Per dozen.
	s. d.	s. d.
<b>SACS, LINED.</b>		
Worsteds, serge, vicuna, sergette, and faced cloths .. .. .	11 9	7 8
D.B. tweed, and all over-sizes .. .. .	10 5	—
S.B. tweed, ordinary sizes (3 to 7) .. .. .	8 0	6 7
Sacs, unlined—		
Pilot or D.B. worsted, serge, vicuna, sergette and faced cloths, and all over-sizes .. .. .	8 0	6 7
S.B. worsted, serge, vicuna, faced cloth and sergette .. .. .	8 0	6 7
Tweed .. .. .	6 7	4 0
Silk .. .. .	6 7	4 0
Holland, white flannel, alpaca .. .. .	8 0	6 7
Denim or dungaree .. .. .	4 0	3 4
Canvas, flannelette .. .. .	6 7	4 11
<b>D.B. OVERCOATS.</b>		
Lined .. .. .	15 6	10 9
Unlined .. .. .	14 3	9 10
<b>S.B. OVERCOATS.</b>		
Lined .. .. .	14 3	9 10
Unlined .. .. .	12 8	8 11
Silk overcoats .. .. .	14 3	9 10
Motor coats, washing .. .. .	12 8	9 7
Shrinking, 1d. per yard.		
<b>VESTS.</b>		
Worsted, serge, sergette, vicunas, faced cloth, white silk, fancy, D.B., and oversizes .. .. .	3 6	3 1
Tweed and linen, and flax material .. .. .	2 5½	2 0
Stable, with sleeves .. .. .	8 2	—
Stable, without sleeves .. .. .	4 6	—
Canvas, flannelette .. .. .	2 1	1 10
<b>TROUSERS.</b>		
Worsted, serge, sergette, vicunas, faced cloth, and riding .. .. .	5 0	3 6
Full falls .. .. .	6 1	—
Riding pants and strapped .. .. .	8 0	—
Riding pants, with leggings .. .. .	12 9	—
K.B. .. .. .	4 6	2 5½
White drill and silk, linen or flax materials .. .. .	5 0	3 9
Dungaree and denim, or cotton washing materials .. .. .	2 5½	1 11
Canvas, flannelette .. .. .	3 3	2 3
Tweed, all classes .. .. .	4 6	3 4

See previous note (18) re increase of above prices.

Juveniles.

	Worsted, Serge, Twill, Sergette, Corkacrew, and Faced Cloth.		Other Material.	
	Sizes 00 to 8. Per dozen.	Sizes 9 to 13. Per dozen.	Sizes 00 to 8. Per dozen.	Sizes 9 to 13. Per dozen.
<b>JACKETS, K.B.</b>				
Without collar .. .. .	s. d. 3 1	s. d. 3 6	s. d. 2 5½	s. d. 3 1
With step collar .. .. .	5 0½	6 7	4 7½	6 1
With Prussian collar .. .. .	4 0	5 0½	3 6	4 7½
With sailor or fancy collar .. .. .	4 7½	5 7	4 0	5 0½
With belt and plaits, no collar .. .. .	3 6	4 7½	3 1	4 0
With belt and plaits and Prussian collar .. .. .	4 0	5 0½	3 6	4 7½
With belt and plaits, and step collar .. .. .	5 7	7 0	5 0½	6 7
Vests .. .. .	2 0½	2 5½	1 6½	2 0½
K.B. trousers .. .. .	2 0½	2 5½	1 6½	2 0½
S.B. chesters .. .. .	6 1	7 7½	6 1	7 7½
D.B. chesters and referers .. .. .	6 1	7 7½	6 1	7 7½
Riding breeches .. .. .	6 1	7 7½	6 1	7 7½

Females.  
s. d.

**FINISHING TROUSERS.**  
The following prices shall be paid for finishing men's and youths' ready-made trousers:—

Felling bottoms of trousers—									
Men's mole or tweed .. .. .	..	..	..	..	..	..	..	..	2 3
Men's worsted .. .. .	..	..	..	..	..	..	..	..	2 8
Youths' moles or tweed .. .. .	..	..	..	..	..	..	..	..	2 0
Youths' worsted .. .. .	..	..	..	..	..	..	..	..	2 4
<b>FELLING BAND LININGS OF TROUSERS.</b>									
Men's .. .. .	..	..	..	..	..	..	..	..	2 7
Youths' .. .. .	..	..	..	..	..	..	..	..	2 4
Felling the side of cross pockets, men's, youths', and boys' trousers .. .. .	..	..	..	..	..	..	..	..	0 5½
Felling the side of side pockets, men's, youths', and boys' trousers .. .. .	..	..	..	..	..	..	..	..	0 9½
Putting tacks between buttonholes in fly, and cutting off ends .. .. .	..	..	..	..	..	..	..	..	0 4½
Hook and eye on trousers .. .. .	..	..	..	..	..	..	..	..	1 0
Felling seat linings in trousers .. .. .	..	..	..	..	..	..	..	..	0 8
Fly tacks by hand .. .. .	..	..	..	..	..	..	..	..	0 8
Herring-boning bottoms of trousers .. .. .	..	..	..	..	..	..	..	..	4 0
Felling bottoms of cotton, crash, khaki, drill, linen, and similar material turned in twice .. .. .	..	..	..	..	..	..	..	..	4 0
<b>TROUSERS.</b>									
Buttonholes, if done by hand .. .. .	..	..	..	..	..	..	..	..	4 0
Buttons sewn on by hand .. .. .	..	..	..	..	..	..	..	..	2 5½
Pocket tacks, if done by hand .. .. .	..	..	..	..	..	..	..	..	1 9½
Cross stitching down centre of back linen .. .. .	..	..	..	..	..	..	..	..	0 3½
Cross stitching down sides of back linen .. .. .	..	..	..	..	..	..	..	..	0 3½
Ticket sewn on by hand .. .. .	..	..	..	..	..	..	..	..	0 3½

See previous note (18) re increase of above prices.

**PERIODICAL ADJUSTMENT OF WAGES.**

19. The wages rates set out in clause 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 the rates for adult males shall be automatically adjusted as prescribed in clause 20.

*Basic Wage.*

Place.	Needs Basic Wage.	Loading Constant.	Total Basic Wage.	Index Number Set Assigned.
Throughout the State .. .. .	£ s. d. 5 0 0	s. d. 6 0	£ s. d. 5 6 0	Six Capital Cities (Weighted average).

**ADJUSTMENT OF BASIC WAGE.**

20. (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 19.

(c) During each future successive period beginning with the first pay period to commence in a May 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 for the six months ending March or September next, preceding the half year for which the adjustment is made 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.

(d) In all cases where for the same class of work the same rates have been prescribed for journeymen or adult females as are prescribed in this Determination to be paid to journeymen or adult males, the rates for such journeymen or adult females shall be increased or decreased in the same manner and by the same amount as the rates for journeymen or adult males.

(e) Adult female rates (other than those provided for in sub-clause (d) hereof) shall be adjusted at the same time as adjustments may be made to adult male rates as prescribed in sub-clause (c) hereof, by increasing or decreasing the said female rates by 75 per cent. of the amount by which the rate in this Determination prescribed for the lowest paid adult male worker is increased or decreased.

(f) The amounts of the weekly rates for male apprentices, improvers and juveniles shall be adjusted proportionately to the rate of £4 9s. and the equivalent rate adjusted as hereinbefore prescribed (i.e. the rate for a male adult classified as "All Others"), calculated to the nearest sixpence any broken part of sixpence in the result not exceeding threepence to be disregarded, and shall conform to those payable from time to time under the terms of the appropriate award of the Commonwealth Arbitration Court.

(g) The amounts of the weekly rates for females apprentices, improvers or juveniles shall be adjusted proportionately to the increase or decrease in the rate of £3 19s. 6d. per week for journeywomen calculated to the nearest sixpence any broken part of sixpence in the result not exceeding threepence to be disregarded.

(h) The rates for apprentices, improvers, and juvenile workers shall be adjusted on the following rates :—

APPRENTICES OR IMPROVERS.

(a) Males.

Tailors.			Employed at Order Tailoring (other than Tailors).			Employed at Ready-made Clothing.		
Experience.	Adjustable Weekly Wage.	Constant Loading.	Experience.	Adjustable Weekly Wage.	Constant Loading.	Experience.	Adjustable Weekly Wage.	Constant Loading.
	£ s. d.	s. d.		£ s. d.	s. d.		£ s. d.	s. d.
1st 6 months ..	0 11 6	0 6	1st 6 months..	0 15 6	0 6	1st 6 months..	0 15 6	0 6
2nd " ..	0 15 6	0 6	2nd " ..	0 19 0	0 6	2nd " ..	0 19 0	0 6
3rd " ..	0 19 0	1 0	3rd " ..	1 3 6	1 0	3rd " ..	1 3 6	1 0
4th " ..	1 3 6	1 0	4th " ..	1 7 0	1 0	4th " ..	1 7 0	1 0
5th " ..	1 11 0	1 6	5th " ..	1 11 0	1 6	5th " ..	1 11 0	1 6
6th " ..	1 18 6	1 6	6th " ..	1 18 6	1 6	6th " ..	1 18 6	1 6
7th " ..	2 7 0	1 6	7th " ..	2 10 6	1 6	7th " ..	2 10 6	1 6
8th " ..	2 14 0	2 0	8th " ..	3 2 0	2 0	8th " ..	3 2 0	2 0
9th " ..	3 2 0	2 0	9th " ..	3 9 6	2 0	9th " ..	3 9 6	2 0
10th " ..	3 9 6	2 0	10th " ..	3 19 0	2 0	10th " ..	3 19 0	2 0

And thereafter the minimum wage or piecework price.

(b) Females.

Employed at Order Tailoring.				Employed at Ready-made Clothing.			
Persons Commencing at the Trade between the Ages of 18 and 21 Years.		Other Persons.		Persons Commencing at the Trade between the Ages of 18 and 21 Years.		Other Persons.	
Experience.	Weekly Wage.	Experience.	Weekly Wage.	Experience.	Weekly Wage.	Experience.	Weekly Wage.
	£ s. d.		£ s. d.		£ s. d.		£ s. d.
1st 6 months ..	2 3 0	1st 6 months	1 1 6	1st 6 months	2 3 0	1st 6 months	1 1 6
2nd " ..	2 8 6	2nd " ..	1 7 0	2nd " ..	2 8 6	2nd " ..	1 7 0
3rd " ..	2 16 6	3rd " ..	1 12 0	3rd " ..	2 16 6	3rd " ..	1 12 0
4th " ..	3 4 6	4th " ..	1 18 0	4th " ..	3 4 6	4th " ..	1 18 0
		5th " ..	2 3 0			5th " ..	2 3 0
		6th " ..	2 8 6			6th " ..	2 8 6
		7th " ..	2 16 6			7th " ..	2 16 6
		8th " ..	3 4 6			8th " ..	3 4 6

And thereafter the minimum wage or piecework price.

See clause 20 sub-clauses (a) to (t) inclusive, preceding.

See clause 20, sub-clauses (a) to (h) inclusive, preceding.

21. ADDITION TO NEEDS BASIC WAGE CONSTITUENT FOR MALES.

(a) The weekly wage rates of all adult male employees shall on and after 16th March, 1942, be increased by the constant amount of 5s.

(b) The rates for adult male piece-workers shall be increased in the same proportion.

22. SPECIAL LOADING.

(1) In addition to the amounts otherwise prescribed by this Determination, the further additions hereinafter specified shall also be made to all wage rates or payments due from time to time to employees pursuant to this Determination.

(i) To all weekly wage rates or earnings herein prescribed or payable hereunder at the sum of £4 9s. or more whether for male or female employees there shall be added a special loading of 5s. per week.

(ii) To all weekly wage rates or earnings prescribed or payable hereunder for apprentices or improvers pursuant to clause 2 of the Determination, there shall be added special loadings as follows :—

(a) Tailors—		s. d.
1st six months' experience ..	.. .. .	0 6
2nd " ..	.. .. .	1 0
3rd " ..	.. .. .	1 0
4th " ..	.. .. .	1 6
5th " ..	.. .. .	1 6
6th " ..	.. .. .	2 0
7th " ..	.. .. .	2 6
8th " ..	.. .. .	3 0
9th " ..	.. .. .	3 6
10th " ..	.. .. .	4 0
(b) Males other than tailors—		s. d.
1st six months' experience ..	.. .. .	1 0
2nd " ..	.. .. .	1 0
3rd " ..	.. .. .	1 6
4th " ..	.. .. .	1 6
5th " ..	.. .. .	1 6
6th " ..	.. .. .	2 0
7th " ..	.. .. .	3 0
8th " ..	.. .. .	3 6
9th " ..	.. .. .	4 0
10th " ..	.. .. .	4 6

(2) The further additions prescribed in sub-clause (1) hereof shall not be subject to periodical adjustment under clause 19 of this Determination nor shall they be deemed to be portion of the wage for the purpose of computing piecework prices or task work, or overtime, holiday or other penalty rates.

NOTE.—The rates set out in clauses 2 and 3 INCLUDE the above additional amounts prescribed by clauses 21 and 22.

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

J. V. WILLOX, Secretary.

Melbourne, 29th January, 1947.

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





VICTORIA  
GOVERNMENT GAZETTE.

Published by Authority.

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

No. 249]

FRIDAY, MAY 9.

[1947

Factories and Shops Acts.

DETERMINATION OF THE HEADWEAR AND STRAW HAT 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 classes of persons employed in the trade of—

- (a) making males' or females' hats (including straw hats), caps, or bonnets;  
(b) trimming females' hats (including straw hats), caps, or bonnets—

but not including persons engaged in any work subject to the jurisdiction of the Felt Hatters Board or of the Knitting Trade Board has made the following Determination, namely:—

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

2.

(a) WAGES.

APPRENTICES OR IMPROVERS.

Experience.	Males.			Females.	Female Improvers commencing at the Trade between the ages of 18 and 21 years.
	Weekly Rate.	Special Loading.*	Total Weekly Wage.	Per Week.	Per Week.
	£ s. d.	s. d.	£ s. d.	£ s. d.	£ s. d.
1st six months .. .. .	0 18 6	1 0	0 19 6	1 3 0	2 6 0
2nd " " .. .. .	1 2 6	1 0	1 3 6	1 9 0	2 11 6
3rd " " .. .. .	1 8 0	1 6	1 9 6	1 14 6	3 0 0
4th " " .. .. .	1 12 0	1 6	1 13 6	2 0 6	3 9 0
5th " " .. .. .	1 17 6	1 6	1 19 0	2 6 0	..
6th " " .. .. .	2 6 0	2 0	2 8 0	2 11 6	..
7th " " .. .. .	3 0 0	3 0	3 3 0	3 0 0	..
8th " " .. .. .	3 14 0	3 6	3 17 6	3 9 0	..

And thereafter the minimum weekly wage or piece-work price.

\* These special loadings shall not be subject to periodical cost of living adjustments nor shall they be deemed to be portion of the wage for the purpose of computing piecework rates or task work, or overtime, holiday, or other penalty rates.

## (b) PROPORTION (IN ANY FACTORY OR PLACE).

APPRENTICES OR IMPROVERS.

Males.

One apprentice or improver to every two or fraction of two journeymen.

Females.

Three female apprentices or improvers to every journeywoman.

All apprentices shall be indentured in accordance with the prescribed form of indenture, provided that a minor may serve an employer as a probationer for a period not exceeding three months. During the said three months he or she shall be paid at least the minimum rates prescribed by this Determination for the first six months of apprenticeship. If the probationer becomes indentured his or her indentures shall be taken to have commenced from the commencement of the period of probation.

In the event of the employer to whom an apprentice is bound ceasing to carry on business, such apprentice may be bound to another employer for the remainder of the term to be served; provided that if such apprentice be over the age of eighteen years at the time of the original employer ceasing to carry on business, such person may complete the time to be served as an improver.

3. OTHER PERSONS (EXCEPT APPRENTICES AND IMPROVERS).

	Males.			Females.
	Weekly Rate.	Special Loading.*	Total Weekly Wage.	Per Week.
<i>Journeyman.</i>				
Cutters employed marking-in or cutting out articles of headwear .. .. .	£ s. d.	s. d.	£ s. d.	£ s. d.
Hand or machine blockers or stiffeners employed blocking articles of headwear by hand or machine or stiffening articles of headwear .. .. .	6 9 0	5 0	6 14 0	..
Helmet makers employed making, shaping, blocking, and stiffening helmets .. .. .	6 6 6	5 0	6 11 6	..
Pressers employed pressing off articles of headwear .. .. .	6 0 0	5 0	6 5 0	..
All others .. .. .	5 8 0	5 0	5 13 0	..
<i>Journeywomen.</i>				
Machinists employed machining any part of articles of headwear .. .. .	..	..	..	4 4 9
Milliners, table hands or finishers .. .. .	..	..	..	4 4 9
Adornment workers, employed making any part of an article of adornment which shall include badges, crowns, stars, ornament or insignias of office .. .. .	..	..	..	4 4 9
Hand sewers of buttons or hooks and eyes or press studs or ticket or thread cutters .. .. .	..	..	..	4 4 9
All others .. .. .	..	..	..	4 4 9

\* These special loadings shall not be subject to periodical cost of living adjustments nor shall they be deemed to be portion of the wage for the purpose of computing piece-work rates or task work, or overtime, holiday, or other penalty rates.

4. DEFINITIONS.

A journeyman is a male person other than an apprentice or improver (i) Who has served the term of experience prescribed by this Determination; or (ii) Who has attained the age of 21 years; or (iii) Who is in receipt of at least the minimum weekly wage prescribed for the class of work on which such person is engaged, whether on weekly wages or piece-work.

A journeywoman is a female person other than an apprentice or improver

5. HOURS OF EMPLOYMENT.

Forty-four hours shall constitute a week's work within the following hours:—Time of beginning, 8 a.m.; time of ending, 6 p.m. on five days of the week. Time of beginning, 8 a.m.; time of ending, 1 p.m.—on the other day of the week on which the half-holiday is usually observed. Provided further that if the majority of the employees desire to start at 7.30 a.m., the work may begin at 7.30 a.m.

6. OVERTIME.

(a) Any employee who, in any day, has performed any work outside the working hours ordinarily observed in the factory in which he or she is employed, shall be paid overtime as follows:—

(i) Weekly workers shall be paid at the rate of time and one-half, and shall also be paid 1s. 6d. meal money when such overtime exceeds 40 minutes on week-days or on Saturdays in those factories or workshops where a five and a half day week is worked.

In those factories or workshops where a five-day week is worked, all work done on Saturdays shall be paid for at the rate of time and a half and 1s. 6d. meal money shall be paid when such overtime is worked after noon.

(ii) Piece-workers shall be paid (in addition to the ordinary piece-work prices for work done in the excess time) such sum per hour as is equivalent to the weekly wage divided by 88, and shall also be paid 1s. 6d. meal money when such overtime exceeds 40 minutes on week days or on Saturdays in those factories or workshops where a five and a half day week is worked.

In those factories or workshops where a five-day week is worked, for all work done on Saturdays piece-workers shall be paid (in addition to the ordinary piece-work prices for work done) such sum per hour as is equivalent to the weekly wage divided by 88, and 1s. 6d. meal money shall be paid when such overtime is worked after noon.

(b) No employee shall be employed overtime outside the hours fixed, except with his or her consent.

(c) No employee shall be dismissed, or in any way whatsoever be prejudiced in his or her employment, by reason of his or her refusal to work overtime outside the hours fixed.

(d) No employee under the age of sixteen years shall be employed on overtime.

7. MIDDAY MEAL.

(a) An interval of not less than three-quarters of an hour shall be allowed for the midday meal unless a majority of the employees in any place desire it to be otherwise. In no circumstances shall less than 30 minutes be fixed.

(b) No work shall be performed during such meal time.

8. TASK SYSTEM.

No employer shall make a bonus or merit payment which fluctuates from period to period according to the amount of work performed by the employee concerned, and which is based upon a secret or task rate for measuring the output of such employee. No increase in wages granted to any employee, after the date of operation of this Determination, above the rates herein prescribed shall be deemed to be in contravention of this clause if the same be paid for a period of three months, or for the term of employment, whichever period is the shorter; provided, however, that such increased wages may, at the discretion of the employer, be adjusted according to the wages rates prescribed from time to time by this Determination.

In all factories and workshops where a minimum task is set for a minimum wage the following shall be observed:—

(a) The task rate in respect of all garments or parts of garments or other articles or parts of articles shall be determined in the manner following:—

(i) Where there are fewer than twenty employees involved in the work to be performed, the employer or his representative, in conference with one employee chosen by and from such employees, shall fix the rates.

(ii) Where there are twenty or more employees involved in the work to be performed, the employer or his representative, in conference with two employees so chosen, shall fix the rates.

(b) The task rates shall be fixed so as to enable the average worker to earn the minimum wage prescribed by this Determination for the class of work to be performed; and any number of garments or parts of garments or other articles or parts of articles made in excess of the minimum weekly task fixed by the task rates for the minimum weekly wage shall be paid for at *pro rata* plus 10 per cent.

- (c) When any employee is employed for less than a week on the task rates, then the task of the said employee shall be fixed at per day at the weekly rate prescribed.
- (d) Any excess number of garments or parts of garments or other articles or parts of articles made in any day by the employee shall be subject to the same *pro rata* payment as would apply if the employee were engaged for the whole week.
- (e) A copy of all task rate schedules shall, within twenty-four hours of their being fixed, be displayed by the employer in a conspicuous place in each and every room of the workshop or factory where such tasks respectively are being performed.
- (f) A combination or team shall mean two or more persons working together on the same class of work, employed on weekly wages where a task has been imposed. Where employees work in a combination or team, the additional amount of wages shall be distributed amongst the employees on a percentage basis, according to the amount of their ordinary weekly wages.

## 9.

## HOLIDAYS.

- (a) All weekly wage employees, whether in a city or elsewhere, shall be granted the following holidays without deduction of pay:—The days observed as New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day, and Boxing Day.
- (b) All employees working on piece-work or task-work shall be granted the same holidays as are granted to weekly wage workers, and, subject as hereinafter provided, they shall be paid for such holidays the amount for each holiday based on the minimum weekly wage prescribed by this Determination for the class of work performed.
- (c) If any of the above holidays occurs on a Sunday or Saturday and is not observed on any other day, then employees shall not be paid for such Sunday, and shall be paid for such Saturday as for a half day, but not otherwise.
- (d) All other weekly employees, whether in a city or elsewhere, shall be paid for the above holidays an amount for each holiday based on the actual weekly wage paid to them by the employer.
- (e) Any employee absenting himself or herself from work on any portion of the working day preceding or any portion of the working day succeeding a holiday provided for herein, other than Boxing Day and New Year's Day, without permission from the employer or without having reasonable cause for having absented himself or herself from work, shall not be entitled to payment for such holiday.
- (f) Any weekly employee who is employed on a Sunday or any holiday provided for herein shall be paid for that day at the rate of time and a half in addition to his or her weekly wage.
- (g) Any piece-worker employed on a Sunday or any holiday prescribed by this Determination shall be paid, in addition to the prescribed piece-work prices, at the rate of time and a half calculated on the minimum wage prescribed for the class of work performed.

## 10.

## ANNUAL LEAVE.

- (1) Except as hereinafter provided a period of fourteen consecutive days leave with payment of ordinary pay for two weeks shall be allowed annually by each employer to each of his employees after a period of twelve months continuous service with him by the employee concerned.
- (2) Such period of annual leave shall not include any public holiday granted by the said Determination, observed on a working day, but shall include all other non-working days within the period of annual leave of the employee concerned.
- (3) (a) If any public holiday granted by the said Determination 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 his period of annual leave one day, being an ordinary working day on ordinary pay for each such holiday observed as aforesaid.
- (b) Where an employee without reasonable excuse, proof whereof shall lie upon him, is absent from his employment on the working day or part of the working day prior to the commencement of his annual leave, or fails to resume work at his ordinary starting time on the working day immediately following the last day of the period of his annual leave, the employee shall not be entitled to payment for the public holidays which fall within his period of annual leave.
- (4) Continuity of service shall not be broken nor be deemed to be broken by:—
  - (a) any interruption or termination of the employment of an employee by his employer, if such interruption or termination has been made with the intention of avoiding any obligation under the Determination in respect of annual leave, and proof that it has not been made with such intention shall be on the employer;
  - (b) any absence from work less than fourteen days in the twelve months on account of sickness or accident, proof whereof shall be on the employee;
  - (c) an absence on account of leave granted, imposed or agreed to by the employer;
  - (d) any absence due to reasonable cause proof whereof shall be on the employee;
  - (e) The standing off of an employee or the working of shortened hours by an employee pursuant to clause 14 of the Determination, or the non-attendance for work by an employee after receipt of notice by him under sub-clause (d) of such clause that his services will not be required on the following day or days;
  - (f) any absence from work of more than fourteen days in the twelve months on account of sickness or accident proof whereof shall be on the employee;
  - (g) absence from work due to sickness or accident as prescribed in (b) and (f) of this sub-clause shall be subject to the provisions set out in sub-clause (10) hereof.
- (5) In calculating a period of twelve months continuous service:—
  - (a) any annual leave taken therein;
  - (b) any absence of the kind mentioned in (a), (b) and (e) of sub-clause (4) above;
  - (c) any absence on account of leave granted imposed or agreed to by the employer
 shall be counted as part of such period
  - (d) In respect of absences of the kind mentioned in placita (c) (other than absences on account of leave imposed by the employer) (d) and (f) of sub-clause (4) above the employee shall serve such additional period as part of his qualification for annual leave as will equal the period of such absences.
- (6) Notwithstanding any of the other provisions of this clause, proportionate payment for annual leave shall be made by an employer in respect of each completed month of continuous service when the employee so serving leaves his employment or his employment is terminated by the employer before the completion of any twelve-monthly qualifying period under this clause. Such payment shall be made forthwith on such employee so leaving or on his employment being so terminated as the case may be.
- (7) Notwithstanding any of the other provisions of this clause, annual leave shall be allowed and shall be taken and payment shall not be made or accepted in lieu thereof.
- (8) (a) Such annual leave shall be given by the employer and taken by the employee before the expiration of a period of six weeks after the date upon which the right to such annual leave accrues unless otherwise agreed to by the employer and employee concerned.
  - (b) An employee who has not completed his qualifying period of twelve months by the day on which the customary Christmas holiday period commences in the case of his employer in the year concerned, shall (unless the exigencies of the business otherwise require) be granted such proportionate leave and pay as his service prior thereto entitles him, and thereafter his qualifying period shall in cases not covered by sub-clause (9) hereof start afresh as from the commencement of such proportionate leave.
  - (c) The employer shall give the employee at least thirty days notice of the date from which such annual leave shall be taken.
  - (d) Each employee shall be paid in advance by his employer before the commencement of the employee's annual leave his ordinary pay for the said period of annual leave.

(e) Notwithstanding any of the other provisions of this clause in no case shall annual leave be given and taken later than the expiration of three months after the date on which such annual leave accrues.

(9) Where an employer closes down his factory or workshop or a section or sections thereof for the purpose of allowing annual leave to all or the majority of the employees in the factory or workshop or section or sections concerned the following provisions shall apply :—

- (a) He may by giving to the employee concerned not less than one month's notice of his intention so to do, stand off for the duration of the close down, all employees in the factory or workshop 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.
- (b) 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.
- (c) The next twelve-monthly qualifying period for each employee affected by such close down shall commence from the day on which the factory or workshop or section or sections concerned is closed down for the annual leave in question.
- (d) If in the first year of his service with an employer an employee is allowed proportionate annual leave under sub-clause (8) (b) 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 (6) of this clause, subject to adjustment for any proportionate leave which he may have been allowed as aforesaid.
- (e) Provided always that any employee leaving his employment by reason of his non-compliance with clause 14 (a) of the Determination and who when so leaving suffers a deduction of pay under such clause shall be entitled notwithstanding such non-compliance to the benefit of sub-clause (6) of this clause.

(10) (a) Should an employee be absent from his work on account of sickness or accident, it shall be necessary for such employee to notify his employer that such absence is due to sickness or accident. Such notification shall if required by the employer, but not otherwise be in the form of a written message which shall be sent by or on behalf of the employee within forty-eight hours after the commencement of such absence.

(b) If an employer within seven days after the receipt by him of advice or when required of a written message sent by or on behalf of an absent employee, alleging that his absence is due to sickness or accident, fails to despatch or give to the employee written notice that he does not accept the message as satisfactory evidence of the facts alleged by or in it such message shall be deemed to be prima facie evidence that the absence of the employee was due to sickness or accident.

(c) If an employer within seven days after the receipt by him or such a message despatches or gives to the employee written notice that he does not accept such message as satisfactory evidence of sickness or accident, but requires further evidence thereof the employee shall within a reasonable time furnish such further evidence. If the employer requires the employee to obtain a medical certificate or other proof of sickness or accident the employer shall pay or refund any fee and incidental expenses necessarily incurred or paid by the employee in complying with such requirement. The employee shall submit to medical examination at the employer's expense if so required and shall not obstruct or interfere with inquiries deemed to be necessary by the employer.

(d) In the event of any dispute arising in regard to any of the foregoing placita (a), (b), and/or (c) of this sub-clause such dispute may be referred for determination to the Wages Board and the said Wages Board shall thereupon consider and determine such dispute and the employee concerned in such dispute shall, if his claim succeeds and the Wages Board so decides, but not otherwise is such case, be entitled to be paid by his employer for all time lost and for reasonable expenses incurred consequent on his attendance before such Wages Board.

(e) In any cases where the period of seven days referred to in placita (b) and/or (c) hereof expires after the finish of the last working day in the calendar week, or on a public holiday, such period shall be deemed to extend to noon of the next ordinary working day and in any case where illness commences after the finish of such last working day such period of forty-eight hours shall be deemed to commence at the starting hour of the next ordinary working day.

(11) (a) Any absence from work shall not be deemed to break the continuity of service of any employee unless within seven days of the commencement of such absence his employer gives or despatches to such employee notice in writing that he regards, either conditionally or unconditionally, such absence as constituting a break in the continuity of the service of such employee.

(b) In any case where an employee has been absent from his employment for any cause not mentioned in any of the placita (a), (b), (c), (d), (e) or (f) of sub-clause (4) hereof and such employee has been notified in accordance with sub-clause (11) (a) hereof that his employer regards such absence as constituting a break in the continuity of the employee's service, such employee may apply to the said Wages Board within fourteen days of receiving such notification for a decision that it is, under all the circumstances, unduly harsh and unconscionable (proof whereof shall be on the employee) that he should suffer the loss to the full extent of such portion of a qualifying period for annual leave as he may have served up to the time of such absence. The said Wages Board shall upon receipt of any such application consider and make a decision thereon with due regard to all the circumstances of the absence and may decide that, despite the said absence, either the period of continuous service by the employee prior thereto shall not be lost to him as portion of a qualifying period for annual leave, or that his period of annual leave should be reduced. But in the former case the decision shall be subject to a condition that he serve such period of continuous service as an addition to and part of his full qualifying period as the Wages Board may determine. Such additional period of continuous service shall not be less than the time lost by the employee as a result of the absence the subject of the dispute.

For the purposes of this clause :—

"Ordinary Pay" means in the case of a time worker the ordinary remuneration he receives for the normal weekly number of hours worked by him and in the case of a piece task or bonus worker the ordinary time rate.

"Employer" and all variations of such word includes and include respectively all persons firms and corporations covered by the said Determination irrespective of the gender used.

"Service" means service with any employer covered by the said Determination as from not earlier than the 1st day of January, 1946.

The masculine includes the feminine.

#### 11. SICK PAY.

(1) When an employee has been employed by an employer during a period of three months and is subsequently absent from work on account of personal sickness or accident such employer shall not deduct from the pay of such employee on account of such absence the amount which the employee would be entitled to receive if working, but shall pay such employee such amount or amounts as the employee would have been entitled to receive if working, but not exceeding in all in any one year of his employment with such employer forty-four hours ordinary pay.

(2) (a) Should an employee be absent from his work on account of sickness or accident it shall be necessary for such employee to notify his employer that such absence is due to sickness or accident. Such notification shall if required by the employer be in the form of a written message which shall be sent by or on behalf of the employee within forty-eight hours of the commencement of such absence.

(b) If an employer within seven days after the receipt by him of a written message sent by or on behalf of an absent employee, alleging that his absence is due to sickness or accident, fails to despatch or give to the employee written notice that he does not accept the message as satisfactory evidence of the facts alleged by it, it shall be deemed to be prima facie evidence that the absence of the employee was due to sickness or accident.

(c) If an employer within seven days after the receipt by him of such a message despatches or gives to the employee written notice that he does not accept such message as satisfactory evidence of sickness or accident, but requires further evidence the employee must within a reasonable time furnish such further evidence. If the employer requires the employee to obtain a medical certificate or other proof of sickness or accident the employer shall pay or refund any fee and incidental expenses necessarily incurred or paid by the employee in complying with such requirement. The employee shall submit to medical examination at the employer's expense if so required and shall not obstruct or interfere with inquiries deemed to be necessary by the employer.

(d) In the event of any dispute arising in regard to any of the foregoing placita (a) and/or (b) and/or (c) of this sub-clause such dispute may be referred for determination to the appropriate Wages Board and the said Wages Board shall thereupon consider and determine such dispute and the employee concerned in such dispute shall if his claim succeeds and the Wages Board so decides, but not otherwise, in such case, be entitled to be paid by his employer for all time lost and for any reasonable expenses incurred consequent on his attendance before such Wages Board.

(e) In any case where the period of seven days referred to in placita (b) and (c) hereof expires after the finish of the last working day in the calendar week, or on a public holiday, the period shall be deemed to extend to noon of the next ordinary working day and in any case where illness commences after the finish of such last working day the said period of forty-eight hours referred to in placita (a) hereof shall be deemed to commence at the starting hour of the next ordinary working day.

(3) If an employee be not entitled to receive in any one year the whole or part of forty-four hours ordinary pay on account of sickness or accident the whole or part of such pay to which he is not so entitled in such year shall accumulate from year to year up to, but not exceeding three years by or in such accumulation 132 hours ordinary pay as sick pay.

(4) In the event of the employee having received in respect of any such sickness or accident as is mentioned in sub-clause (1) hereof any payment or monetary allowance or benefit in pursuance of any Commonwealth or State legislation or regulation or order made thereunder the employer shall be entitled to deduct from the employee's pay during any period of absence in pursuance of the provisions of this clause the equivalent of any such payment or monetary allowance or benefit and shall be liable to the employee for the remainder only.

(5) Notwithstanding anything in this clause contained an employee shall not be entitled to more than forty-four hours ordinary pay as sick pay in respect of any one period of twelve months.

(6) (a) Before leaving his place of employment for whatsoever cause an employee shall receive from his employer a certificate in the form set out hereunder showing the length of his service with the employer and the amount of sick leave granted, if any, during such employment:—

I hereby certify that.....was employed by me from.....to.....and that during such period of employment he/she received for.....hours on account of sickness.

The inclusive dates of the last absence as above were from.....to.....

Signature.

(b) If no sick leave has been granted to an employee during his period of service with an employer the certificate herein prescribed shall indicate that fact.

(7) In the event of any dispute regarding the right of an employee to sick pay under this clause, the employee shall if so required by his employer produce the afore-mentioned certificate to such employer.

For the purposes of this clause:—

"Ordinary Pay" means in the case of a time worker the ordinary remuneration he receives for the normal weekly number of hours worked by him and in the case of a piece task or bonus worker the ordinary time rate.

"Employer" and all variations of such word includes and include respectively all persons firms and corporations covered by the said Determination irrespective of the gender used.

"Service" means service with any employer covered by the said Determination as from not earlier than the 1st day of January, 1946.

The masculine includes the feminine.

## 12.

### DINING ACCOMMODATION.

(a) If any employer of more than five employees in any factory or workshop fails to provide the accommodation and facilities in this clause set out he shall (subject to the following proviso) during the period of such failure pay to each and every such employee an additional amount equivalent at 2½ per centum of the amount of wages prescribed for such employee by this Determination to compensate such employees for the absence of such accommodation and facilities, provided that any employer who has failed for good cause to provide such accommodation and facilities may be exempted:—

(i) by the Union, or if the Union refuses or neglects on application to it by the employer to issue a certificate of exemption;

(ii) by the Wages Board from the requirement that he shall pay during the period of such failure such additional amount.

(b) Every such employer shall set aside a separate room or portion of the factory or workshop as a dining room wherein the employer shall provide adequate table and seating accommodation.

(c) Hot water shall be provided free of charge to be available to employees immediately meal time or rest period commences.

(d) The employer shall provide the necessary labor to keep such room clean.

## 13.

### DISPUTES.

Any disputes as to the rights of employees or the duties or obligations of an employer under this Determination shall be dealt with by the Wages Board.

## 14.

### TERMS OF ENGAGEMENT.

(a) The week shall terminate on a day other than Monday or Saturday, and all employees shall be paid all moneys due to them in full during the ordinary working hours not later than two working days following the termination of the week. In order to terminate employment of a weekly employee, two days' notice shall be given on any day, with payment to date of termination, or in lieu thereof two days' pay shall be paid or deducted. When employment is terminated by an employer, the employer shall, upon the date of such termination, pay to the employee (weekly employee or piece-worker) all moneys due to him or her, and, when employment is terminated by an employee in accordance with the terms of this Determination, the employer shall pay to the employee (weekly employee or piece-worker) all moneys due to him or her.

(b) All weekly wages shall be paid to the employees in full, with the following exceptions:—

(i) *Turns to be Observed.*—In slack times the employer shall observe turns of employment for weekly workers and piece-workers (including outside workers) not engaged on making samples in the respective class or classes of work at which they are engaged, provided always that journeymen and journeywomen having apprentices under their control shall be allowed in their turn extra work equivalent to the wages of the apprentice during the time the turn system is in operation. The employer shall keep in the workroom a true record of every turn, which shall be open to the inspection of the employees.

(ii) *Standing Off Employees in Turn.*—Should any employer during slackness of trade desire to stand off his employees in turn then the employer on any day during any week shall inform every person whom it is proposed to stand off of any day or days in the following week (other than a Saturday or holiday) upon which his or her services will not be required; but an employee shall not, except under the conditions provided in sub-clause (iii) of this clause, be stood off for part of a day without being paid for a whole day.

(iii) *Employees Working Shortened Hours.*—If it is desired to work a week of shorter hours in slack times, instead of standing the employees off in turn, the employer may make an arrangement to work his employees for shortened hours, but such arrangement shall be made only where, on the vote of the employees being taken, a majority of the whole of the employees vote in favour of such arrangement.

Where such an arrangement is made, the employees shall be informed on the day ending each week of the shortened hours to be worked in the following week.

Where an arrangement is made in compliance with this provision the employer shall pay each employee for the actual hours worked on each day on the basis of his or her weekly wage.

(iv) *Vacation Periods.*—Nothing contained in this sub-clause shall apply in the case of the usual vacation period at Christmas or Easter.

(c) *Classes of Employees.*—For the purpose of this clause (but subject to the provisions of sub-clause (b) hereof), in operating the turn system the various classes of employees shall be taken separately, and "classes of employees" shall mean each class of employee in respect of which a classification of work has been provided under this Determination, but in all cases, male improvers and journeymen or female improvers and journeywomen doing the same class of work, shall be deemed to be one class of employee.

(d) *Stoppage of Work re Breakdown of Machinery.*—In the event of the work of a factory or workshop being stopped by a breakdown of machinery or a stoppage of supply of power, or for any cause for which the employer cannot reasonably be held responsible, all weekly hands who present themselves for work shall be found work for that day, or paid one day's wages in lieu thereof, but when such breakdown or stoppage occurs the employer may give notice to an employee that his or her services will not be required on the following day or days, and the employee shall not be entitled to any further payment in respect of any further days that he or she is out of employment by reason of such break-down or stoppage.

(e) *Terminating Employment in Relation to a Holiday.*—

(i) Where the employer terminates the employment of an employee within fourteen days of a day on which a holiday occurs, and such employee is re-employed within a period of one month after such holiday, the employee 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 one week prior to the termination of the employment.

Should the employment of an employee be terminated, or should an employee be stood off within fourteen days prior to any holiday or to the commencement of any group of holidays prescribed in this Determination, such employee shall be paid for such holiday or group of holidays, provided that such employee has been employed by the employer for a period of at least one week prior to the termination of the employment.

(ii) When any two or more of the holidays prescribed in this Determination occur within two weeks of one another, such holidays shall for the purposes of sub-clause (i) hereof be deemed to be a group of holidays.

(iii) Where the employer terminates the employment of an employee more than fourteen days but not exceeding one month prior to a day on which a holiday occurs and such employee is re-engaged within a period of one month, or normal business is resumed within such period of one month after such holiday, the employee 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 one week prior to the termination of employment.

An employer shall be deemed to comply with the requirements of this sub-clause if on terminating the employment of any employee he gives that employee annual holidays or payment in lieu thereof in accordance with clause (10) hereof.

(f) *Employees Absenting Themselves.*—No employee shall, without just cause, be absent from his or her place of employment during the prescribed hours whilst there is work ready to be done by such employee, and where weekly wages are fixed the employee to be entitled to the sums so fixed must be available and ready and willing to do the work on the days and during the hours fixed by this Determination.

14A.

#### PART-TIME EMPLOYEES.

Females may be employed as part-time employees in any branch of the clothing industry covered by this Determination upon and subject to the following terms and conditions:—

- (a) They shall be journeywomen within the meaning of this Determination.
- (b) They shall be employed for not less than twenty hours in any week.
- (c) They shall not be employed both on time work and piece work or both on time work and task work in any week.
- (d) If time workers, they shall be paid for each hour worked at the rate at least of 1/44th of the minimum weekly wage prescribed by this Determination for the class of work performed by them and if piece or task workers they shall be paid at the appropriate piece work rate or task rate payable under this Determination, but in no case shall any of such employees be paid less than so much of the minimum weekly wage prescribed by this Determination as is proportionate to the time worked by them.
- (e) The payment or deduction of payment in lieu of notice of termination of employment shall be 2/5ths of the pay of the preceding week of the employee concerned.
- (f) No employee employed or working as a full-time employee in any branch of the clothing industry on or after the first day of May, 1944 shall be employed or work as a part-time employee unless a permit in writing is obtained from the Secretary for Labour permitting such employee to be employed or to work as a part-time worker.
- (g) The provisions of this Determination as regards annual leave and holidays shall apply to such part-time employees but they shall be paid in respect of the period of such annual leave and in respect of holidays only at the rate actually being received by them at such time.
- (h) Save as aforesaid all the provisions of this Determination shall apply to such part-time employees.

15.

#### OUTSIDE WORKERS.

(a) Any employer may cause any work covered by this Determination to be done for him by any person (hereinafter called an "outside worker") who shall be the holder of a current outside worker's licence issued to him by the Secretary for Labour authorizing him to work as an outside worker for such employer.

(b) Every such licence shall authorize the holder to work as an outside worker for one and only one employer named therein, and shall be current for a period specified therein not being more than six calendar months from the date of issue thereof.

(c) No such licence shall be issued unless the Secretary for Labour is satisfied that the applicant—

- (i) is in necessitous circumstances;
- (ii) cannot for some sufficient reason seek employment in a factory or workshop;
- (iii) is a person legally entitled to the benefits of this Determination and to recover the rates of pay herein provided, and
- iv) will not as a result of the issue thereof be the holder of current outside worker's licences relating to more than one employer.

(d) The Secretary for Labour may at any time in his discretion cancel such licence—

- (i) at the request of the holder;
- (ii) if he is satisfied that any of the conditions mentioned in the last preceding sub-clause is no longer complied with; or
- (iii) if he is satisfied that the holder has broken any of the conditions of such licence set forth in sub-clause (c) hereof.

(e) The conditions of any such licence shall be that the outside worker during the currency of such licence—

- (i) shall not do any work covered by this Determination in any workshop or factory or in the company of other persons then also doing any such work, except of persons holding current outside worker's licences and bearing to such outside worker the relation of parent, child, brother, sister, husband or wife.
- (ii) shall be a person legally entitled to the benefits of this Determination and to recover the rates of pay herein provided;
- (iii) shall not employ any labour whatsoever in connexion with the work entrusted to him;
- (iv) shall not permit any portion of the work entrusted to him to be done by any other person;
- (v) shall not suffer from any communicable disease or do any work in any place whereat any person is suffering from any communicable disease;
- (vi) shall keep in a bound book a correct and complete record in ink of the hours worked by him each day on any such work; and
- (vii) shall not work on any work covered by this Determination more than 44 hours in any one week.

## (f) An employer by whom work is given to an outside worker shall—

- (i) not cause or permit him to do any part of such work in any workshop or factory ;
- (ii) pay him the piecework prices prescribed by this Determination ;
- (iii) pay him for each public holiday prescribed by this Determination occurring during the period he is doing such work for such employer one-fifth of the weekly wage prescribed by this Determination for employees doing similar work ;
- iv) record in a bound record book in which each page is consecutively numbered—
  - (1) the name and full address of the outside worker ;
  - (2) the description, and number of articles or garments given to the outside worker ; and
  - (3) the price paid or agreed to be paid for such work ; and
- (v) obtain the signature of the outside worker to each entry in such book.

(g) Any such record book so kept shall be open for inspection during business hours by (1) any person or persons authorized by the Secretary for Labour and (ii) any officer or officers of the Amalgamated Clothing and Allied Trade Union of Australia, provided that no more than two of such persons or two of such officers shall inspect such book at any one time.

(h) No employer shall have more than one outside worker plus such number of outside workers as bears to the number of workers directly employed by him in his usual workshop or factory a ratio not exceeding one to ten.

(i) Outside workers shall be provided free of charge with cotton, silk, thread and all other sewings and trimmings used in the manufacture of articles or garments.

(j) In the case of an employer delivering and or collecting the work of any outside worker the same shall be done without charge to such outside worker.

## 16.

## MISCELLANEOUS PROVISIONS.

(a) *Record of Time Worked and Wages Paid.*—1. The employer shall provide in each factory, or place where there are fewer than 30 employees, and where work is carried on for him, a time and wages book. Such time and wages book :—

- (i) shall be in the English language and shall contain a correct account of the hours worked each day, and the wages received each week, by each employee ;
- (ii) shall be kept correctly entered up in ink ; and
- (iii) shall record clearly the actual date of each day, of each week, and also the date of the day on which the week ends.

2. The employer shall provide in each factory, or place where there are not fewer than 30 employees, and where work is carried on for him, a time-book, or sheet, or record. Such time-book, or sheet, or record shall be in the English language and shall contain a correct account of the hours worked each day and the wages received each week by each employee. Such time-book, or sheet, or record shall be kept correctly and entered up in ink.

(b) *Chairs to have Backs.*—1. Where it is necessary for employees to sit at their work, seats shall be provided for the employees by the employer. Such seats shall be reasonably comfortable seats.

2. A seat provided for any female employee shall have a back to it, unless the work of such employee cannot be conveniently done in such a seat, or unless the employee requests to be allowed to use a seat without a back to it.

(c) *Collecting Logs.*—Where piece-work is in operation, the employer shall make arrangements for collecting the logs, and the employees need not leave their places.

(d) *Rest Period.*—When any spell of duty is for more than four hours, an interval of ten minutes, to be selected by the employer, shall be allowed in the second or third hour to females and apprentices for refreshment. The interval shall be as part of the time of duty, without deduction of time-work pay. During such rest period, the employees may leave their seats, but not the premises.

(e) *Authorized person may enter factory:—*

- (i) Any person or persons duly authorized in writing by the Secretary for Labour (such authorization to be terminable at the will of the Secretary for Labour) shall have power to inspect any part of a factory, workshop or place where it is believed that a breach of this Determination is occurring or has occurred.
- (ii) At least six hours' notice shall be given by the authorized person or persons (not exceeding two) prior to his or their actually going on the premises, and the employer shall be notified of his or their arrival, and shall in person (accompanied by a nominee, or by his nominees, not exceeding two) be entitled to accompany the authorized person or persons and shall provide access to the wages book or time-sheet or records of any employee including outside workers. The work and duties of the employee shall be interfered with as little as possible by the authorized person or persons.
- (iii) The Secretary for Labour shall have power to dispense with the said six hours' notice on special application being made for any cause shown and supported by an affidavit setting out the facts. A certificate duly signed by the Secretary for Labour stating that such notice has been dispensed with shall be sufficient proof of such fact.

(f) *Union Official Visiting Employer's Establishment.*—The employer shall permit any official of the Victorian Branch of the Amalgamated Clothing and Allied Trades Union of Australia (authorized in writing by the Secretary for Labour) to enter from time to time the factory or workshop during the mid-day meal time for the purpose of—

- (i) Collecting members' contributions ;
- (ii) Posting Union notices and interviewing employees on Union matters relating to this industry and/or this Determination.

Such authorized person shall inform the person in charge of his arrival before entering the workshop or factory. Such official shall have reasonable ingress into the factory and access to the employees. If any official so authorized makes himself objectionable during any such visit to the employer or his manager or foreman or any employee his right to visit may be terminated by the Secretary for Labour on the application of the employer.

For the purpose of this clause the words "factory or workshop" shall include every room or place where work in respect of which a wage is prescribed by this Determination is carried out, together with the room in which the employees partake of their meals, notwithstanding that such room may be detached from or in a separate building from the main place of business of the employer.

## 17.

## PIECEWORK.

(a) Subject to payment of the minimum weekly wages prescribed by this Determination for employees in their respective classes and to the conditions hereinafter set out, the employer, in conjunction with the employees, may fix his own piecework prices, provided such prices enable a journeyman or journeywoman of average capacity working under like conditions to earn at least 10 per centum more than the minimum weekly wage in their respective classes. The same piecework prices shall be paid to all pieceworkers doing the same operation in the factory or workshop whether they be journeymen, journeywomen, improvers, or apprentices.

(b) All pieceworkers, who are available and ready and willing to work during the ordinary working hours but for whom work is not provided by the employer shall be paid in each week:—In the case of males not less than the "all others" rate; and in the case of journeymen not less than the amount prescribed for "all others"; and in the case of apprentices or improvers not less than the amount prescribed by this Determination for an apprentice or improver of like experience.

(c) The piecework price in respect of all garments or parts of garments or other articles or parts of articles shall be determined in the following manner:—

- (i) Where there are fewer than twenty employees involved in the work to be performed the employer or his representative, in conference with one employee chosen by and from such employees, shall fix the prices.
- (ii) Where there are twenty or more employees involved in the work to be performed the employer or his representative in conference with two employees so chosen, shall fix the prices.

(d) In the event of a dispute with reference to piecework prices the matter shall be referred to the Wages Board.

(e) A copy of all piecework schedules shall, within 24 hours of their being fixed, be displayed by the employer in a conspicuous place in each and every room of the workshop or factory where such piecework is being performed and shall be kept displayed.

(f) In all factories and workshops where piecework conditions are now in operation, the same shall not be altered except in the manner prescribed in this clause for the determination of piecework prices.

18. PERIODICAL ADJUSTMENT OF WAGES.

The wages rates set out in clause 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 the rates for adults males shall be automatically adjusted as prescribed in clause 19.

*Basic Wage.*

Place.	Needs Basic Wage.	Loading Constant.	Total Basic Wage.	Index Number Set Assigned.
Throughout the State .. .. .	£ s. d. 5 0 0	s. d. 6 0	£ s. d. 5 6 0	Six Capital Cities (Weighted average).

19. ADJUSTMENT OF BASIC WAGE.

(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 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 for the six months ending March or September next, preceding the half year for which the adjustment is made 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.

(d) In all cases where for the same class of work the same rates have been prescribed for journeymen or adult females as are prescribed in this Determination to be paid to journeymen or adult males, the rates for such journeymen or adult females shall be increased or decreased in the same manner and by the same amount as the rates for journeymen or adult males.

(e) Adult females rates (other than those provided for in sub-clause (d) hereof) shall be adjusted at the same time as adjustments may be made to adult male rates as prescribed in sub-clause (c) hereof, by increasing or decreasing the said female rates by 75 per cent. of the amount by which the rate in this Determination prescribed for the lowest paid adult male worker is increased or decreased.

(f) The amounts of the weekly rates for male apprentices, improvers and juveniles shall be adjusted proportionately to the rate of £4 9s. and the equivalent rate adjusted as hereinbefore prescribed (i.e. the rate for a male adult classified as "All Others"), calculated to the nearest sixpence any broken part of sixpence in the result not exceeding three pence to be disregarded, and shall conform to those payable from time to time under the terms of the appropriate award of the Commonwealth Arbitration Court.

(g) The amounts of the weekly rates for female apprentices, improvers or juveniles shall be adjusted proportionately to the increase or decrease in the rate of £3 19s. 6d. per week for journeymen calculated to the nearest sixpence any broken part of sixpence in the result not exceeding three pence to be disregarded.

(h) Piecework prices shall be increased or decreased in the same proportion as the rate for the journeymen or journeymen in the respective classes.

(i) The rates for apprentices, improvers, and juvenile workers shall be adjusted on the following rates:—

Experience.	Apprentices or Improvers.			Female Improvers commencing at the Trade between the ages of 18 and 21 Years.
	Males.		Females.	
	Adjustable Weekly Wages.	Constant Loading.	Weekly Wages.	Weekly Wages.
1st six months .. .. .	£ s. d. 0 15 6	s. d. 0 6	£ s. d. 1 1 6	£ s. d. 2 3 0
2nd .. .. .	0 19 0	0 6	1 7 0	2 8 6
3rd .. .. .	1 3 6	1 0	1 12 0	2 16 6
4th .. .. .	1 7 0	1 0	1 18 0	3 4 6
5th .. .. .	1 11 0	1 6	2 3 0	..
6th .. .. .	1 18 6	1 6	2 8 6	..
7th .. .. .	2 10 6	1 6	2 16 6	..
8th .. .. .	3 2 0	2 0	3 4 6	..

And thereafter the minimum weekly wage or piece-work price.

See Clause 19, sub-clause (a) to (i) inclusive, preceding.

See Clause 19, sub-clause (a) to (i) inclusive, preceding.





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# VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 250]

FRIDAY, MAY 9.

[1947

Factories and Shops Acts.

## DETERMINATION OF THE DYERS AND CLOTHES CLEANERS 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 a dyer, or clothes-cleaner, has made the following Determination, namely:—

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

2. (a) WEEKLY WAGES.

APPRENTICES OR IMPROVERS.

Experience.	Males.			Females.	Female Improvers commencing at the Trade between the ages of 18 and 21 years.
	Weekly Rate.	Special Loading.*	Total Weekly Wage.	Per Week.	Per Week.
	£ s. d.	s. d.	£ s. d.	£ s. d.	£ s. d.
1st six months	0 18 6	1 0	0 19 6	1 3 0	2 6 0
2nd "	1 2 6	1 0	1 3 6	1 9 0	2 11 6
3rd "	1 8 0	1 6	1 9 6	1 14 6	3 0 0
4th "	1 12 0	1 6	1 13 6	2 0 6	3 9 0
5th "	1 17 6	1 6	1 19 0	2 6 0	..
6th "	2 6 0	2 0	2 8 0	2 11 6	..
7th "	3 0 0	3 0	3 3 0	3 0 0	..
8th "	3 14 0	3 6	3 17 6	3 9 0	..

And thereafter the minimum weekly wage or piecework price.

	Male Juveniles.		
	Weekly Rate.	Special Loading.*	Total Weekly Wage.
	£ s. d.	s. d.	£ s. d.
16 years of age	1 7 6	1 6	1 9 0
17 "	1 17 0	1 6	1 18 6
18 "	2 16 0	2 6	2 18 6
19 "	4 2 6	4 0	4 6 6
20 "	5 1 0	4 6	5 5 6

And thereafter the minimum weekly wage or piecework price.

\* These special loadings shall not be subject to periodical cost of living adjustments nor shall they be deemed to be portion of the wage for the purpose of computing piecework rates or task work, or overtime, holiday, or other penalty rates.

(b) PROPORTION (IN ANY FACTORY OR PLACE).

*Males.*

One apprentice or improver to every two or fraction of two journeymen.

*Females.*

Three female apprentices or improvers to every journeywoman. Provided that where in respect of any class the same rate is fixed for a journeywoman as is fixed thereby for a journeyman not more than one female apprentice or improver shall be employed to every two journeywomen in such class.

All apprentices shall be indentured in accordance with the prescribed form of indenture, provided that a minor may serve an employer as a probationer for a period not exceeding three months. During the said three months he or she shall be paid at least the minimum rates prescribed by this Determination for the first six months of apprenticeship. If the probationer becomes indentured his or her indentures shall be taken to have commenced from the commencement of the period of probation.

In the event of the employer to whom an apprentice is bound ceasing to carry on business, such apprentice may be bound to another employer for the remainder of the term to be served; provided that if such apprentice be over the age of eighteen years at the time of the original employer ceasing to carry on business, such person may complete the time to be served as an improver.

*Juveniles.*

One male juvenile may be employed to every two or fraction of two adults.

3. *Other Persons except Apprentices, Improvers, and Juvenile Workers.*

	Males.			Females.		
	Weekly Rate.	Special Loading.*	Total Weekly Wage.	Weekly Rate.	Special Loading.*	Total Weekly Wage.
	£ s. d.	s. d.	£ s. d.	£ s. d.	s. d.	£ s. d.
(a) Dyers, who are competent to mix dyes and who are employed mixing dyes and dyeing articles of all descriptions ..	7 1 0	5 0	7 6 0	7 1 0	5 0	7 6 0
(aa) Tailors, namely journeymen employed repairing and/or altering garments ..	6 11 0	5 0	6 16 0	..	..	..
(b) Pressers, employed pressing-off any part of articles of wearing apparel of all descriptions ..	6 3 0	5 0	6 8 0	..	..	..
(c) Machine dry-cleaners, namely, the person in charge of or the principal person operating a dry-cleaning machine ..	6 3 0	5 0	6 8 0	..	..	..
(d) Other dry cleaners ..	5 19 0	5 0	6 4 0	..	..	..
(e) All other cleaners, finishers, or spotters ..	5 16 0	5 0	6 1 0	..	..	..
(f) Hat blockers employed blocking hats ..	6 2 0	5 0	6 7 0	..	..	..
(g) All others ..	5 8 0	5 0	5 13 0	..	..	..
<i>Journeywomen.</i>						
(h) Machine pressers employed on a pressing machine, pressing-off any part of a male outer garment, or pressing off any part of a female coat, overcoat, topcoat, or cloak, or any part of a woman's costume coat and mantle as is made of tweed, twill, worsted, or similar material ..	..	..	..	6 3 0	5 0	6 8 0
(i) Pressers, employed pressing-off any part of male outer garments ..	..	..	..	6 3 0	5 0	6 8 0
(j) Pressers, employed pressing any article using an iron exceeding 9 lb. in weight ..	..	..	..	6 3 0	5 0	6 8 0
(k) Pressers employed pressing any article using an iron not exceeding 9 lb. in weight ..	..	..	..	..	..	4 4 9
(l) Machine dry-cleaners employed operating a dry-cleaning machine or cleaning garments by machine ..	..	..	..	6 3 0	5 0	6 8 0
(m) Other dry cleaners ..	..	..	..	..	..	4 4 9
(n) Wet cleaners, spotters, glove-cleaners or steamers ..	..	..	..	..	..	4 4 9
(o) Repairers, employed repairing articles of all descriptions ..	..	..	..	..	..	4 4 9
(p) Receivers or despatchers ..	..	..	..	..	..	4 4 9
(q) Feather dressers and hat trimmers ..	..	..	..	..	..	4 4 9
(r) All others ..	..	..	..	..	..	4 4 9

\* These special loadings shall not be subject to periodical cost of living adjustments nor shall they be deemed to be portion of the wage for the purpose of computing piece-work rates or task work, or overtime, holiday, or other penalty rates.

4. DEFINITIONS AND CLASSIFICATION OF EMPLOYEES.

A journeyman is a male person other than an apprentice or improver or juvenile worker.

A journeywoman is a female person other than an apprentice or improver.

- (i) Who has served the term of experience prescribed by this Determination; or
- (ii) Who has attained the age of 21 years; or
- (iii) Who is in receipt of at least the minimum weekly wage prescribed for the class of work on which such person is engaged whether on weekly wages or piecework.

A juvenile worker is a male person under the age of 21 years, other than an apprentice or improver.

5. HOURS OF EMPLOYMENT.

Forty-four hours shall constitute a week's work within the following hours:—Time of beginning, 8 a.m.; time of ending, 6 p.m.—on five days of the week. Time of beginning, 8 a.m.; time of ending, 1 p.m.—on the other day of the week on which the half-holiday is usually observed. Provided that receivers and despatchers may be required to work on Friday evenings in shops without payment of overtime, on condition that not more than 48 hours per week are worked. Provided further that if the majority of the employees desire to start at 7.30 a.m. the work may begin at 7.30 a.m.

6.

**OVERTIME.**

(a) Any employee who, in any day, has performed any work outside the working hours ordinarily observed in the factory in which he or she is employed, shall be paid overtime as follows:—

(1) Weekly workers shall be paid at the rate of time and one-half, and shall also be paid 1s. 6d. meal money when such overtime exceeds 40 minutes on week-days or on Saturdays in those factories or workshops where a five and a half day week is worked.

In those factories or workshops where a five day week is worked, all work done on Saturdays shall be paid for at the rate of time and a half and 1s. 6d. meal money shall be paid when such overtime is worked after noon.

(2) Pieceworkers shall be paid (in addition to the ordinary piecework prices for work done in the excess time) such sum per hour as is equivalent to the weekly wage divided by 88, and shall also be paid 1s. 6d. meal money when such overtime exceeds 40 minutes on week days or on Saturdays in those factories or workshops where a five and a half day week is worked.

In those factories or workshops where a five day week is worked, for all work done on Saturdays pieceworkers shall be paid (in addition to the ordinary pieceworker prices for work done) such sum per hour as is equivalent to the weekly wage divided by 88, and 1s. 6d. meal money shall be paid when such overtime is worked after noon.

(b) No employee shall be employed overtime outside the hours fixed, except with his or her consent.

(c) No employee shall be dismissed, or in any way whatsoever be prejudiced in his or her employment, by reason of his or her refusal to work overtime outside the hours fixed.

(d) No employee under the age of sixteen years shall be employed on overtime.

7.

**MIDDAY MEAL.**

(a) An interval of not less than three-quarters of an hour shall be allowed for the midday meal unless a majority of the employees in any place desire it to be otherwise. In no circumstances shall less than thirty minutes be fixed.

(b) No work shall be performed during such meal time.

8.

**TASK SYSTEM.**

No employer shall make a bonus or merit payment which fluctuates from period to period according to the amount of work performed by the employee concerned, and which is based upon a secret or task rate for measuring the output of such employee. No increase in wages granted to any employee, after the date of operation of this Determination, above the rates herein prescribed shall be deemed to be in contravention of this clause if the same be paid for a period of three months, or for the term of employment, whichever period is the shorter; provided, however, that such increased wages may, at the discretion of the employer, be adjusted according to the wages rates prescribed from time to time by this Determination.

In all factories and workshops where a minimum task is set for a minimum wage the following shall be observed:—

(a) The task rate in respect of all garments or parts of garments or other articles or parts of articles shall be determined in the manner following:—

(i) Where there are fewer than twenty employees involved in the work to be performed, the employer or his representative, in conference with one employee chosen by and from such employees, shall fix the rates.

(ii) Where there are twenty or more employees involved in the work to be performed, the employer or his representative, in conference with two employees so chosen, shall fix the rates.

(b) The task rates shall be fixed so as to enable the average worker to earn the minimum wage prescribed by this Determination for the class of work to be performed; and any number of garments or parts of garments or other articles or parts of articles made in excess of the minimum weekly task fixed by the task rates for the minimum weekly wage shall be paid for at *pro rata* plus 10 per cent.

(c) When any employee is employed for less than a week on the task rates, then the task of the said employee shall be fixed at per day at the weekly rate prescribed.

(d) Any excess number of garments or parts of garments or other articles or parts of articles made in any day by the employee shall be subject to the same *pro rata* payment as would apply if the employee were engaged for the whole week.

(e) A copy of all task rate schedules shall, within twenty-four hours of their being fixed, be displayed by the employer in a conspicuous place in each and every room of the workshop or factory where such tasks respectively are being performed.

(f) A combination or team shall mean two or more persons working together on the same class of work, employed on weekly wages where a task has been imposed. Where employees work in a combination or team, the additional amount of wages shall be distributed amongst the employees on a percentage basis, according to the amount of their ordinary weekly wages.

9.

**HOLIDAYS.**

(a) All weekly wage employees, whether in a city or elsewhere, shall be granted the following holidays without deduction of pay:—The days observed as New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day, and Boxing Day.

(b) All employees working on piecework or task-work shall be granted the same holidays as are granted to weekly wage workers, and, subject as hereinafter provided, they shall be paid for such holidays the amount for each holiday based on the minimum weekly wage prescribed by this Determination for the class of work performed.

(c) If any of the above holidays occurs on a Sunday or Saturday and is not observed on any other day, then employees shall not be paid for such Sunday, and shall be paid for such Saturday as for a half day, but not otherwise.

(d) All other weekly employees, whether in a city or elsewhere, shall be paid for the above holidays an amount for each holiday based on the actual weekly wage paid to them by the employer.

(e) Any employee absenting himself or herself from work on any portion of the working day preceding or any portion of the working day succeeding a holiday provided for herein, other than Boxing Day and New Year's Day, without permission from the employer or without having reasonable cause for having absented himself or herself from work, shall not be entitled to payment for such holiday.

(f) Any weekly employee who is employed on a Sunday or any holiday provided for herein shall be paid for that day at the rate of time and a half in addition to his or her weekly wage.

(g) Any pieceworker employed on a Sunday or any holiday prescribed by this Determination shall be paid, in addition to the prescribed piecework prices, at the rate of time and a half calculated on the minimum wage prescribed for the class of work performed.

10.

**ANNUAL LEAVE.**

(1) Except as hereinafter provided a period of fourteen consecutive days leave with payment of ordinary pay for two weeks shall be allowed annually by each employer to each of his employees after a period of twelve months continuous service with him by the employee concerned.

(2) Such period of annual leave shall not include any public holiday granted by the said Determination, observed on a working day, but shall include all other non-working days within the period of annual leave of the employee concerned.

(3) (a) If any public holiday granted by the said Determination 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 his period of annual leave one day, being an ordinary working day on ordinary pay for each such holiday observed as aforesaid.

(b) Where an employee without reasonable excuse, proof whereof shall lie upon him, is absent from his employment on the working day or part of the working day prior to the commencement of his annual leave, or fails to resume work at his ordinary starting time on the working day immediately following the last day of the period of his annual leave, the employee shall not be entitled to payment for the public holidays which fall within his period of annual leave.

- (4) Continuity of service shall not be broken nor be deemed to be broken by:—
- any interruption or termination of the employment of an employee by his employer, if such interruption or termination has been made with the intention of avoiding any obligation under the Determination in respect of annual leave, and proof that it has not been made with such intention shall be on the employer;
  - any absence from work less than fourteen days in the twelve months on account of sickness or accident, proof whereof shall be on the employee;
  - any absence on account of leave granted, imposed or agreed to by the employer;
  - any absence due to reasonable cause proof whereof shall be on the employee;
  - the standing off of an employee or the working of shortened hours by an employee pursuant to clause 14 of the Determination, or the non-attendance for work by an employee after receipt of notice by him under sub-clause (d) of such clause that his services will not be required on the following day or days;
  - any absence from work of more than fourteen days in the twelve months on account of sickness or accident proof whereof shall be on the employee;
  - absence from work due to sickness or accident as prescribed in (b) and (f) of this sub-clause shall be subject to the provisions set out in sub-clause (10) hereof.
- (5) In calculating a period of twelve months continuous service:—
- any annual leave taken therein;
  - any absence of the kind mentioned in (a), (b) and (e) of sub-clause (4) above;
  - any absence on account of leave granted imposed or agreed to by the employer shall be counted as part of such period;
  - In respect of absences of the kind mentioned in placita (c) (other than absences on account of leave imposed by the employer), (d) and (f) of sub-clause (4) above the employee shall serve such additional period as part of his qualification for annual leave as will equal the period of such absences.
- (6) Notwithstanding any of the other provisions of this clause proportionate payment for annual leave shall be made by an employer in respect of each completed month of continuous service when the employee so serving leaves his employment or his employment is terminated by the employer before the completion of any twelve-monthly qualifying period under this clause. Such payment shall be made forthwith on such employee so leaving or on his employment being so terminated as the case may be.
- (7) Notwithstanding any of the other provisions of this clause annual leave shall be allowed and shall be taken and payment shall not be made or accepted in lieu thereof.
- (8) (a) Such annual leave shall be given by the employer and taken by the employee before the expiration of a period of six weeks after the date upon which the right to such annual leave accrues unless otherwise agreed to by the employer and employee concerned.
- (b) An employee who has not completed his qualifying period of twelve months by the day on which the customary Christmas holiday period commences in the case of his employer in the year concerned, shall (unless the exigencies of the business otherwise require) be granted such proportionate leave and pay as his service prior thereto entitles him, and thereafter his qualifying period shall in cases not covered by sub-clause (9) hereof start afresh as from the commencement of such proportionate leave.
- (c) The employer shall give the employee at least thirty days notice of the date from which such annual leave shall be taken.
- (d) Each employee shall be paid in advance by his employer before the commencement of the employee's annual leave his ordinary pay for the said period of annual leave.
- (e) Notwithstanding any of the other provisions of this clause in no case shall annual leave be given and taken later than the expiration of three months after the date on which such annual leave accrues.
- (9) Where an employer closes down his factory or workshop or a section or sections thereof for the purpose of allowing annual leave to all or the majority of the employees in the factory or workshop or section or sections concerned the following provisions shall apply:—
- He may by giving to the employees concerned not less than one month's notice of his intention so to do, stand off for the duration of the close down all employees in the factory or workshop 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.
  - 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.
  - The next twelve-monthly qualifying period for each employee affected by such close down shall commence from the day on which the factory or workshop or section or sections concerned is closed down for the annual leave in question.
  - If in the first year of his service with an employer an employee is allowed proportionate annual leave under sub-clause (8) (b) 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 (6) of this clause, subject to adjustment for any proportionate leave which he may have been allowed as aforesaid.
  - Provided always that any employee leaving his employment by reason of his non-compliance with clause 14a of the Determination and who when so leaving suffers a deduction of pay under such clause shall be entitled notwithstanding such non-compliance to the benefit of sub-clause (6) of this clause.
- (10) (a) Should an employee be absent from his work on account of sickness or accident, it shall be necessary for such employee to notify his employer that such absence is due to sickness or accident. Such notification shall if required by the employer, but not otherwise be in the form of a written message which shall be sent by or on behalf of the employee within forty-eight hours after the commencement of such absence.
- (b) If an employer within seven days after the receipt by him of advice or when required of a written message sent by or on behalf of an absent employee, alleging that his absence is due to sickness or accident, fails to despatch or give to the employee written notice that he does not accept the message as satisfactory evidence of the facts alleged by or in it such message shall be deemed to be prima facie evidence that the absence of the employee was due to sickness or accident.
- (c) If an employer within seven days after the receipt by him of such a message despatches or gives to the employee written notice that he does not accept such message as satisfactory evidence of sickness or accident, but requires further evidence thereof the employee shall within a reasonable time furnish such further evidence. If the employer requires the employee to obtain a medical certificate or other proof of sickness or accident the employer shall pay or refund any fee and incidental expenses necessarily incurred or paid by the employee in complying with such requirement. The employee shall submit to medical examination at the employer's expense if so required and shall not obstruct or interfere with inquiries deemed to be necessary by the employer.
- (d) In the event of any dispute arising in regard to any of the foregoing placita (a), (b) and/or (c) of this sub-clause such dispute may be referred for determination to the Wages Board and the said Wages Board shall thereupon consider and determine such dispute and the employee concerned in such dispute shall, if his claim succeeds and the Wages Board so decides, but not otherwise in such case, be entitled to be paid by his employer for all time lost and for any reasonable expenses incurred consequent on his attendance before such Wages Board.
- (e) In any cases where the period of seven days referred to in placita (b) and/or (c) hereof expires after the finish of the last working day in the calendar week, or on a public holiday, such period shall be deemed to extend to noon of the next ordinary working day and in any case where illness commences after the finish of such last working day such period of forty-eight hours shall be deemed to commence at the starting hour of the next ordinary working day.
- (11) (a) Any absence from work shall not be deemed to break the continuity of service of any employee unless within seven days of the commencement of such absence his employer gives or despatches to such employee notice in writing that he regards, either conditionally or unconditionally, such absence as constituting a break in the continuity of the service of such employee.

(b) In any case where an employee has been absent from his employment for any cause not mentioned in any of the placita (a), (b), (c), (d), (e), or (f) of sub-clause (4) hereof and such employee has been notified in accordance with sub-clause (11) (a) hereof that his employer regards such absence as constituting a break in the continuity of the employee's service, such employee may apply to the said Wages Board within fourteen days of receiving such notification for a decision that it is, under all the circumstances, unduly harsh and unconscionable (proof whereof shall be on the employee) that he should suffer the loss to the full extent of such portion of a qualifying period for annual leave as he may have served up to the time of such absence. The said Wages Board shall upon receipt of any such application consider and make a decision thereon with due regard to all the circumstances of the absence and may decide that, despite the said absence, either the period of continuous service served by the employee prior thereto shall not be lost to him as portion of a qualifying period for annual leave, or that his period of annual leave should be reduced. But in the former case the decision shall be subject to a condition that he serve such period of continuous service as an addition to and part of his full qualifying period as the Wages Board may determine. Such additional period of continuous service shall not be less than the time lost by the employee as a result of the absence the subject of the dispute.

For the purposes of this clause :—

“ Ordinary Pay ” means in the case of a time worker the ordinary remuneration he receives for the normal weekly number of hours worked by him and in the case of a piece task or bonus worker the ordinary time rate.

“ Employer ” and all variations of such word includes and include respectively all persons firms and corporations covered by the said Determination irrespective of the gender used.

“ Service ” means service with any employer covered by the said Determination as from not earlier than the 1st day of January, 1946.

The masculine includes the feminine.

11.

#### SICK PAY.

(1) When an employee has been employed by an employer during a period of three months and is subsequently absent from work on account of personal sickness or accident such employer shall not deduct from the pay of such employee on account of such absence the amount which the employee would be entitled to receive if working, but shall pay such employee such amount or amounts as the employee would have been entitled to receive if working, but not exceeding in all in any one year of his employment with such employer forty-four hours ordinary pay.

(2) (a) Should an employee be absent from his work on account of sickness or accident it shall be necessary for such employee to notify his employer that such absence is due to sickness or accident. Such notification shall if required by the employer be in the form of a written message which shall be sent by or on behalf of the employee within forty-eight hours of the commencement of such absence.

(b) If an employer within seven days after the receipt by him of a written message sent by or on behalf of an absent employee alleging that his absence is due to sickness or accident, fails to despatch or give to the employee written notice that he does not accept the message as satisfactory evidence of the facts alleged by it, it shall be deemed to be prima facie evidence that the absence of the employee was due to sickness or accident.

(c) If an employer within seven days after the receipt by him of such a message despatches or gives to the employee written notice that he does not accept such message as satisfactory evidence of sickness or accident but requires further evidence the employee must within a reasonable time furnish such further evidence. If the employer requires the employee to obtain a medical certificate or other proof of sickness or accident the employer shall pay or refund any fee and incidental expenses necessarily incurred or paid by the employee in complying with such requirement. The employee shall submit to medical examination at the employer's expense if so required and shall not obstruct or interfere with inquiries deemed to be necessary by the employer.

(d) In the event of any dispute arising in regard to any of the foregoing placita (a) and/or (b) and/or (c) of this sub-clause such dispute may be referred for determination to the appropriate Wages Board and the said Wages Board shall thereupon consider and determine such dispute and the employee concerned in such dispute shall if his claim succeeds and the Wages Board so decides, but not otherwise, in such case, be entitled to be paid by his employer for all time lost and for any reasonable expenses incurred consequent on his attendance before such Wages Board.

(e) In any case where the period of seven days referred to in placita (b) and (c) hereof expires after the finish of the last working day in the calendar week, or on a public holiday, the period shall be deemed to extend to noon of the next ordinary working day and in any case where illness commences after the finish of such last working day the said period of forty-eight hours referred to in placita (a) hereof shall be deemed to commence at the starting hour of the next ordinary working day.

(3) If an employee be not entitled to receive in any one year the whole or part of forty-four hours ordinary pay on account of sickness or accident the whole or part of such pay to which he is not so entitled in such year shall accumulate from year to year up to, but not exceeding three years or in such accumulation 132 hours ordinary pay as sick pay.

(4) In the event of the employee having received in respect of any such sickness or accident as is mentioned in sub-clause (1) hereof any payment or monetary allowance or benefit in pursuance of any Commonwealth or State legislation or regulation or order made thereunder the employer shall be entitled to deduct from the employee's pay during any period of absence in pursuance of the provisions of this clause the equivalent of any such payment or monetary allowance or benefit and shall be liable to the employee for the remainder only.

(5) Notwithstanding anything in this clause contained an employee shall not be entitled to more than forty-four hours ordinary pay as sick pay in respect of any one period of twelve months.

(6) (a) Before leaving his place of employment for whatsoever cause an employee shall receive from his employer a certificate in the form set out hereunder showing the length of his service with the employer and the amount of sick leave granted, if any, during such employment :—

I hereby certify that \_\_\_\_\_ was employed by me from \_\_\_\_\_ to \_\_\_\_\_ and that during such period of employment he/she received payment for \_\_\_\_\_ hours on account of sickness.

The inclusive dates of the last absence as above were from \_\_\_\_\_ to \_\_\_\_\_

Signature.

(b) If no sick leave has been granted to an employee during his period of service with an employer the certificate herein prescribed shall indicate that fact.

(7) In the event of any dispute regarding the right of an employee to sick pay under this clause, the employee shall if so required by his employer produce the aforementioned certificate to such employer.

For the purposes of this clause :—

“ Ordinary Pay ” means in the case of a time worker the ordinary remuneration he receives for the normal weekly number of hours worked by him and in the case of a piece task or bonus worker the ordinary time rate.

“ Employer ” and all variations of such word includes and include respectively all persons firms and corporations covered by the said Determination irrespective of the gender used.

“ Service ” means service with any employer covered by the said Determination as from not earlier than the 1st day of January, 1946.

The masculine includes the feminine.

12.

## DINING ACCOMMODATION.

(a) If any employer of more than five employees in any factory or workshop fails to provide the accommodation and facilities in this clause set out, he shall (subject to the following proviso), during the period of such failure pay to each and every such employee an additional amount equivalent at 2½ per centum of the amount of wages prescribed for such employee by this Determination to compensate such employees for the absence of such accommodation and facilities, provided that any employer who has failed for good cause to provide such accommodation and facilities may be exempted:—

(i) by the Union, or if the Union refused or neglected on application to it by the employer to issue a certificate of exemption;

(ii) by the Wages Board

from the requirement that he shall pay during the period of such failure such additional amount.

(b) Every such employer shall set aside a separate room or portion of the factory or workshop as a dining room wherein the employer shall provide adequate table and seating accommodation.

(c) Hot water shall be provided free of charge to be available to employees immediately meal time or rest period commences.

(d) The employer shall provide the necessary labor to keep such room clean.

13.

## DISPUTES.

Any disputes as to the rights of employees or the duties or obligations of an employer under this Determination shall be dealt with by the Wages Board.

14.

## TERMS OF ENGAGEMENT.

(a) The week shall terminate on a day other than Monday or Saturday, and all employees shall be paid all moneys due to them in full during the ordinary working hours not later than two working days following the termination of the week. In order to terminate employment of a weekly employee, two days' notice shall be given on any day, with payment to date of termination, or in lieu thereof two days' pay shall be paid or deducted. When employment is terminated by an employer, the employer shall, upon the date of such termination, pay to the employee (weekly employee or piece-worker) all moneys due to him or her, and, when employment is terminated by an employee in accordance with the terms of this Determination, the employer shall pay to the employee (weekly employee or pieceworker) all moneys due to him or her.

(b) All weekly wages shall be paid to the employees in full, with the following exceptions:—

(i) *Turns to be Observed.*—In slack times the employer shall observe turns of employment for weekly workers and pieceworkers (including outside workers) in the respective class or classes of work at which they are engaged, provided always that journeymen and journeywomen having apprentices under their control shall be allowed in their turn extra work equivalent to the wages of the apprentice during the time the turn system is in operation. The employer shall keep in the workroom a true record of every turn, which shall be open to the inspection of the employees.

(ii) *Standing Off Employees in Turn.*—Should any employer during slackness of trade desire to stand off his employees in turn, then the employer on any day during any week shall inform every person whom it is proposed to stand off of any day or days in the following week (other than a Saturday or holiday) upon which his or her services will not be required; but an employee shall not, except under the conditions provided in sub-clause (iii) of this clause, be stood off for part of a day without being paid for a whole day.

(iii) *Employees Working Shortened Hours.*—If it is desired to work a week of shorter hours in slack times, instead of standing the employees off in turn, the employer may make an arrangement to work his employees for shortened hours, but such arrangement shall be made only where, on the vote of the employees being taken, a majority of the whole of the employees vote in favour of such arrangement.

Where such an arrangement is made, the employees shall be informed on the day ending each week of the shortened hours to be worked in the following week.

Where an arrangement is made in compliance with this provision the employer shall pay each employee for the actual hours worked on each day on the basis of his or her weekly wage.

(iv) *Vacation Periods.*—Nothing contained in this sub-clause shall apply in the case of the usual vacation period at Christmas or Easter.

(c) *Classes of Employees.*—For the purpose of this clause (but subject to the provisions of sub-clause (b) hereof), in operating the turn system the various classes of employees shall be taken separately, and "classes of employees" shall mean each class of employee in respect of which a classification of work has been provided under this Determination, but in all cases, male improvers and journeymen, or female improvers and journeywomen doing the same class of work, shall be deemed to be one class of employee.

(d) *Stoppage of Work re Breakdown of Machinery.*—In the event of the work of a factory being stopped by a breakdown of machinery or a stoppage of supply of power, or for any cause for which the employer cannot reasonably be held responsible, all weekly hands who present themselves for work shall be found work for that day, or paid one day's wages in lieu thereof, but when such breakdown or stoppage occurs the employer may give notice to an employee that his or her services will not be required on the following day or days, and the employee shall not be entitled to any further payment in respect of any further days that he or she is out of employment by reason of such breakdown or stoppage.

(e) *Terminating Employment in Relation to a Holiday.*—

(i) Where the employer terminates the employment of an employee within fourteen days of a day on which a holiday occurs, and such employee is re-employed within a period of one month after such holiday, the employee 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 one week prior to the termination of the employment.

(ii) Should the employment of an employee be terminated, or should an employee be stood off within fourteen days prior to any holiday or to the commencement of any group of holidays prescribed in this Determination, such employee shall be paid for such holiday or group of holidays, provided that such employee has been employed by the employer for a period of at least one week prior to the termination of the employment.

(iii) When any two or more of the holidays prescribed in this Determination occur within two weeks of one another, such holidays shall for the purposes of sub-clause (ii) hereof be deemed to be a group of holidays.

(iv) Where the employer terminates the employment of an employee more than fourteen days but not exceeding one month prior to a day on which a holiday occurs and such employee is re-engaged within a period of one month, or normal business is resumed within such period of one month after such holiday, the employee 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 one week prior to the termination of employment.

An employer shall be deemed to comply with the requirements of this sub-clause if on terminating the employment of any employee he gives that employee annual holidays or payment in lieu thereof in accordance with clause 10 hereof.

(f) *Employees Absenting Themselves.*—No employee shall, without just cause, be absent from his or her place of employment during the prescribed hours whilst there is work ready to be done by such employee, and where weekly wages are fixed the employee to be entitled to the sums so fixed must be available and ready and willing to do the work on the days and during the hours fixed by this Determination.

14A.

## PART-TIME EMPLOYEES.

Females may be employed as part-time employees in any branch of the clothing industry covered by this Determination upon and subject to the following terms and conditions:—

(a) They shall be journeywomen within the meaning of this Determination.

(b) They shall be employed for not less than twenty hours in any week.



- (c) They shall not be employed both on time work and piecework or both on time work and task work in any week.
- (d) If timeworkers, they shall be paid for each hour worked at the rate at least of 1/44th of the minimum weekly wage prescribed by this Determination for the class of work performed by them and if piece or task workers they shall be paid at the appropriate piecework rate or task rate payable under this Determination, but in no case shall any of such employees be paid less than so much of the minimum weekly wage prescribed by this Determination as is proportionate to the time worked by them.
- (e) The payment or deduction of payment in lieu of notice of termination of employment shall be 2/5ths of the pay of the preceding week of the employee concerned.
- (f) No employee employed or working as a full-time employee in any branch of the clothing industry on or after the first day of May, 1944, shall be employed or work as a part-time employee unless a permit in writing is obtained from the Secretary for Labour permitting such employee to be employed or to work as a part-time worker.
- (g) The provisions of this Determination as regards annual leave and holidays shall apply to such part-time employees, but they shall be paid in respect of the period of such annual leave and in respect of holidays only at the rate actually being received by them at such time.
- (h) Save as aforesaid all the provisions of this Determination shall apply to such part-time employees.

## 15.

## OUTSIDE WORKERS.

- (a) Any employer may cause any work covered by this Determination to be done for him by any person (hereinafter called an "outside worker") who shall be the holder of a current outside worker's licence issued to him by the Secretary for Labour authorizing him to work as an outside worker for such employer.
- (b) Every such licence shall authorize the holder to work as an outside worker for one and only one employer named therein, and shall be current for a period specified therein not being more than six calendar months from the date of issue thereof.
- (c) No such licence shall be issued unless the Secretary for Labour is satisfied that the applicant—
  - (i) is in necessitous circumstances;
  - (ii) cannot for some sufficient reason seek employment in a factory or workshop;
  - (iii) is a person legally entitled to the benefits of this Determination and to recover the rates of pay herein provided; and
  - (iv) will not as a result of the issue thereof be the holder of current outside worker's licences relating to more than one employer.
- (d) The Secretary for Labour may at any time in his discretion cancel such licence—
  - (i) at the request of the holder;
  - (ii) if he is satisfied that any of the conditions mentioned in the last preceding sub-clause is no longer complied with; or
  - (iii) if he is satisfied that the holder has broken any of the conditions of such licence set forth in sub-clause (c) hereof.
- (e) The conditions of any such licence shall be that the outside worker during the currency of such licence—
  - (i) shall not do any work covered by this Determination in any workshop or factory or in the company of other persons then also doing any such work, except of persons holding current outside worker's licences and bearing to such outside worker the relation of parent, child, brother, sister, husband or wife.
  - (ii) shall be a person legally entitled to the benefits of this Determination and to recover the rates of pay herein provided;
  - (iii) shall not employ any labour whatsoever in connexion with the work entrusted to him;
  - (iv) shall not permit any portion of the work entrusted to him to be done by any other person;
  - (v) shall not suffer from any communicable disease or do any work in any place whereat any person is suffering from any communicable disease;
  - (vi) shall keep in a bound book a correct and complete record in ink of the hours worked by him each day on any such work; and
  - (vii) shall not work on any work covered by this Determination more than 44 hours in any one week.
- (f) An employer by whom work is given to an outside worker shall—
  - (i) not cause or permit him to do any part of such work in any workshop or factory;
  - (ii) pay him the piecework prices prescribed by this Determination;
  - (iii) pay him for each public holiday prescribed by this Determination occurring during the period he is doing such work for such employer one-fifth of the weekly wage prescribed by this Determination for employees doing similar work;
  - (iv) record in a bound record book in which each page is consecutively numbered—
    - (1) the name and full address of the outside worker;
    - (2) the description, and number of articles or garments given to the outside worker; and
    - (3) the price paid or agreed to be paid for such work; and
  - (v) obtain the signature of the outside worker to each entry in such book.
- (g) Any such record book so kept shall be open for inspection during business hours by (i) any person or persons authorized by the Secretary for Labour and (ii) any officer or officers of the Amalgamated Clothing and Allied Trade Union of Australia, provided that no more than two of such persons or two of such officers shall inspect such book at any one time.
- (h) No employer shall have more than one outside worker plus such number of outside workers as bears to the number of workers directly employed by him in his usual workshop or factory a ratio not exceeding one to ten.
- (i) Outside workers shall be provided free of charge with cotton, silk, thread and all other sewings and trimmings used in the manufacture of articles or garments.
- (j) In the case of an employer delivering and/or collecting the work of any outside worker the same shall be done without charge to such outside worker.

## 16.

## MISCELLANEOUS PROVISIONS.

- (a) *Record of Time Worked and Wages Paid.*—(1) The employer shall provide in each factory, or place where there are fewer than 30 employees, and where work is carried on for him, a time and wages book. Such time and wages book :—
  - (i) shall be in the English language and shall contain a correct account of the hours worked each day, and the wages received each week, by each employee;
  - (ii) shall be kept correctly entered up in ink; and
  - (iii) shall record clearly the actual date of each day, of each week, and also the date of the day on which the week ends.

(2) The employer shall provide in each factory, or place where there are not fewer than 30 employees, and where work is carried on for him, a time-book, or sheet, or record. Such time-book, or sheet, or record shall be in the English language and shall contain a correct account of the hours worked each day and the wages received each week by each employee. Such time-book, or sheet, or record shall be kept correctly and entered up in ink.

(b) *Chairs to have Backs.*—(1) Where it is necessary for employees to sit at their work, seats shall be provided for the employees by the employer. Such seats shall be reasonably comfortable seats.

(2) A seat provided for any female employee shall have a back to it, unless the work of such employee cannot be conveniently done in such a seat, or unless the employee requests to be allowed to use a seat without a back to it.

(c) *Collecting Logs.*—Where piecework is in operation, the employer shall make arrangements for collecting the logs, and the employees need not leave their places.

(d) *Rest Period.*—When any spell of duty is for more than four hours, an interval of ten minutes, to be selected by the employer, shall be allowed in the second or third hour to females and apprentices for refreshment. The interval shall be as part of the time of duty, without deduction of time-work pay. During such rest period, the employees may leave their seats, but not the premises.

(e) *Authorized Person may Enter Factory.*—

(i) Any person or persons duly authorized in writing by the Secretary for Labour (such authorization to be terminable at the will of the Secretary for Labour) shall have power to inspect any part of a factory, workshop or place where it is believed that a breach of this Determination is occurring or has occurred.

(ii) At least six hours' notice shall be given by the authorized person or persons (not exceeding two) prior to his or their arrival, and shall in person (accompanied by a nominee, or by his nominees, not exceeding two) be entitled to accompany the authorized person or persons and shall provide access to the wages book or time-sheet or records of any employee including outside workers. The work and duties of the employee shall be interfered with as little as possible by the authorized person or persons.

(iii) The Secretary for Labour shall have power to dispense with the said six hours' notice on special application being made for any cause shown and supported by an affidavit setting out the facts. A certificate duly signed by the Secretary for Labour stating that such notice has been dispensed with shall be sufficient proof of such fact.

(f) *Union Official Visiting Employer's Establishment.*—(1) The employer shall permit any official of the Victorian Branch of the Amalgamated Clothing and Allied Trades' Union of Australia (authorized in writing by the Secretary for Labour) to enter from time to time the factory or workshop during the midday meal time for the purpose of:—

(i) Collecting members' contributions;

(ii) Posting Union notices and interviewing employees on Union matters relating to this industry and/or this Determination.

(2) Such authorized person shall inform the person in charge of his arrival before entering the workshop or factory. Such official shall have reasonable ingress into the factory and access to the employees. If any official so authorized makes himself objectionable during any such visit to the employer or his manager or foreman or any employee, his right to visit may be terminated by the Secretary for Labour on the application of the employer.

(3) For the purpose of this clause, the words "factory or workshop" shall include every room or place where work in respect of which a wage is prescribed by this Determination is carried out, together with the room in which the employees partake of their meals, notwithstanding that such room may be detached from or in a separate building from the main place of business of the employer.

## 17.

### PIECEWORK.

(a) Subject to payment of the minimum weekly wages prescribed by this Determination for employees in their respective classes and to the conditions hereinafter set out, the employer, in conjunction with the employees, may fix his own piecework prices, provided such prices enable a journeyman or journeywoman of average capacity working under like conditions to earn at least 10 per centum more than the minimum weekly wage in their respective classes. The same piecework prices shall be paid to all pieceworkers doing the same operation in the factory or workshop whether they be journeymen, journeywomen, improvers, apprentices or juveniles.

(b) All pieceworkers, who are available and ready and willing to work during the ordinary working hours but for whom work is not provided by the employer, shall be paid in each week:—In the case of males not less than the "all others" rate; and in the case of journeywomen not less than the amount prescribed for "all others"; and in the case of apprentices or improvers not less than the amount prescribed by this Determination for an apprentice or improver of like experience.

(c) The piecework price in respect of all garments or parts of garments or other articles or parts of articles shall be determined in the following manner:—

(i) Where there are fewer than twenty employees involved in the work to be performed the employer or his representative, in conference with one employee chosen by and from such employees, shall fix the prices.

(ii) Where there are twenty or more employees involved in the work to be performed the employer or his representative, in conference with two employees so chosen, shall fix the prices.

(d) In the event of a dispute with reference to piecework prices the matter shall be referred to the Wages Board.

(e) A copy of all piecework schedules shall, within 24 hours of their being fixed, be displayed by the employer in a conspicuous place in each and every room of the workshop or factory where such piecework is being performed and shall be kept displayed.

(f) In all factories and workshops where piecework conditions are now in operation, the same shall not be altered except in the manner prescribed in this clause for the determination of piecework prices.

### PERIODICAL ADJUSTMENT OF WAGES.

18. The wages rates set out in clause 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 the rates for adults males shall be automatically adjusted as prescribed in clause 19

Basic Wage.

Place.	Needs Basic Wage.	Loading Constant.	Total Basic Wage.	Index Number Set Assigned.
Throughout the State .. .. .	£ s. d. 5 0 0	s. d. 6 0	£ s. d. 5 6 0	Six Capital Cities (Weighted average).

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 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 for the six months ending March or September next preceding the half year for which the adjustment is made 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.

(d) In all cases where for the same class of work the same rates have been prescribed for journeymen or adult females as are prescribed in this Determination to be paid to journeymen or adult males, the rates for such journeymen or adult females shall be increased or decreased in the same manner and by the same amount as the rates for journeymen or adult males.

(e) Adult female rates (other than those provided for in sub-clause (d) hereof) shall be adjusted at the same time as adjustments may be made to adult male rates as prescribed in sub-clause (c) hereof, by increasing or decreasing the said female rates by 75 per cent. of the amount by which the rate in this Determination prescribed for the lowest paid adult male worker is increased or decreased.

(f) The amounts of the weekly rates for male apprentices, improvers and juveniles shall be adjusted proportionately to the rate of £1 9s. and the equivalent rate adjusted as hereinbefore prescribed (i.e. the rate for a male adult classified as "All Others"), calculated to the nearest sixpence, any broken part of sixpence in the result not exceeding three pence to be disregarded, and shall conform to those payable from time to time under the terms of the appropriate award of the Commonwealth Arbitration Court.

(g) The amounts of the weekly rates for female apprentices, improvers or juveniles shall be adjusted proportionately to the increase or decrease in the rate of £3 19s. 6d. per week for journeymen calculated to the nearest sixpence, any broken part of sixpence in the result not exceeding three pence to be disregarded.

(h) The rates for pieceworkers shall be increased or decreased in the same proportion as the rate for the journeymen or journeymen in the respective classes.

(i) The rates for apprentices, improvers, and juvenile workers shall be adjusted on the following rates :—

Apprentices or Improvers.

Experience.	Males.		Females.	Female Improvers commencing at the Trade between the ages of 18 and 21 years.	Male Juveniles. Definition Clause 4.		
	Adjustable Weekly Wages.	Constant Loading.	Weekly Wages.	Weekly Wages.	Adjustable Weekly Wages.	Constant Loading.	
	£ s. d.	s. d.	£ s. d.	£ s. d.	£ s. d.	s. d.	
1st six months .. .. .	0 15 6	0 6	1 1 6	2 3 0	16 years of age ..	1 3 6	0 6
2nd " .. .. .	0 19 0	0 6	1 7 0	2 8 6	17 " " ..	1 11 0	1 0
3rd " .. .. .	1 3 6	1 0	1 12 0	2 16 6	18 " " ..	2 7 0	1 6
4th " .. .. .	1 7 0	1 0	1 18 0	3 4 6	19 " " ..	3 9 6	2 0
5th " .. .. .	1 11 0	1 6	2 3 0	..	20 " " ..	4 5 6	2 0
6th " .. .. .	1 18 6	1 6	2 8 6	..			
7th " .. .. .	2 10 6	1 6	2 16 6	..			
8th " .. .. .	3 2 0	2 0	3 4 6	..			
And thereafter the minimum weekly wage or piecework price.							

See clause 19, sub-clauses (a) to (i) inclusive, preceding.

See clause 19, sub-clauses (a) to (i) inclusive, preceding.

20. ADDITION TO NEEDS BASIC WAGE CONSTITUENT FOR MALES.

(a) The weekly wage rates of all adult male employees shall be increased by the constant amount of 5s.

(b) The rates for adult male pieceworkers shall be increased in the same proportion.

21. SPECIAL LOADINGS.

(a) In addition to the amounts otherwise prescribed by this Determination, the further additions hereinafter specified shall also be made to all wage rates or to payments due from time to time to employees pursuant to this Determination :—

(i) To all weekly wage rates or earnings herein prescribed or payable hereunder at the sum of £4 9s. or more for male employees and journeymen employed in the following classifications, items (h), (i), (j), and (l), there shall be added a special loading of 5s. per week.

(ii) To all weekly wage rates or earnings prescribed or payable hereunder for apprentices or improvers pursuant to clause 2 of the Determination, there shall be added special loadings as follows :—

	Males.		s. d.
1st six months' experience .. .. .	..	..	1 0
2nd " .. .. .	..	..	1 0
3rd " .. .. .	..	..	1 6
4th " .. .. .	..	..	1 6
5th " .. .. .	..	..	1 6
6th " .. .. .	..	..	2 0
7th " .. .. .	..	..	3 0
8th " .. .. .	..	..	3 6

										<i>Male Juveniles.</i>		<i>s. d.</i>	
16	years	of	age	..	..	..	..	..	..	..	..	1	6
17	"	"	"	..	..	..	..	..	..	..	..	1	6
18	"	"	"	..	..	..	..	..	..	..	..	2	6
19	"	"	"	..	..	..	..	..	..	..	..	4	0
20	"	"	"	..	..	..	..	..	..	..	..	4	6

(b) The further additions prescribed in sub-clause (i) hereof shall not be subject to periodical adjustment under Clause 18 of this Determination nor shall they be deemed to be portion of the wage for the purpose of computing piecework prices or task work, or overtime, holiday, or other penalty rates.

NOTE.—The rates set out in Clauses 2 and 3 include the above additional amounts prescribed by Clauses 20 and 21.

A. RANGLES, Chairman.

J. V. WILLOX, Secretary.

Melbourne, 29th January, 1947.



# VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 251]

FRIDAY, MAY 9.

[1947

Factories and Shops Acts:

## DETERMINATION OF THE BOOT BOARD.

NOTE.—(1) This Determination applies to the whole of the State of Victoria.

(2) Clicking, stuff cutting, making, and finishing were proclaimed on 13th January, 1932, as Apprenticeship Trades under the *Apprenticeship Act 1928* for the Metropolitan District.

Full particulars of the Apprenticeship Regulations for these trades may be obtained on application to the Secretary, Apprenticeship Commission, 103 Russell-street, Melbourne (price 3d.).

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which since the nineteenth day of May, 1936, has had the power to "determine the lowest prices or rates which may be paid to any person—

(a) wholly or partly preparing or manufacturing, either inside or outside a factory, boots, shoes, or slippers of every description;

(b) designing or cutting patterns of boots, shoes, or slippers from metal or any other material"—

has made the following Determination, namely:—

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

### APPRENTICES AND IMPROVERS.

2. MALES\*—Apprentices.  
Wages per Week of 44 Hours.

	Commencing Age.			
	Under 16 years.	16 years.	17 years.	18 years or over.
	s. d.	s. d.	s. d.	s. d.
1st year's experience—				
1st six months ..	20 0	25 0	30 0	40 0
2nd six months ..	22 6	27 6	35 0	45 0
2nd year's experience—				
1st six months ..	25 0	30 0	40 0	50 0
2nd six months ..	27 6	35 0	45 0	55 0
3rd year's experience—				
1st six months ..	30 0	40 0	50 0	65 0
2nd six months ..	35 0	45 0	55 0	70 0
4th year's experience—				
1st six months ..	40 0	50 0	65 0	Minimum wage
2nd six months ..	45 0	55 0	70 0	
5th year's experience—				
1st six months ..	50 0	65 0	Minimum wage	
2nd six months ..	55 0	70 0		
6th year's experience—				
1st six months ..	65 0	Minimum wage		
2nd six months ..	70 0			
Thereafter ..	Minimum wage			

Experience for the purpose of this Clause means actual experience whether as an apprentice or otherwise.

#### Proportion.

(In any factory or place.)

An employer shall not employ male apprentices in excess of the proportion of one male apprentice to every three male workers or fraction thereof receiving wage rates or earning at piece work prices not less than the minimum hourly wage for adult males. Such proportion shall be based on the average number of workers employed during the previous six months receiving wage rates or earning at piece work prices not less than the minimum hourly wage for adult males.

An amended indenture of apprenticeship has been prescribed by the Board.

See Clause 7 for wages and proportion of unapprenticed Junior Workers.

3. FEMALES—Improvers.

Females employed clicking, designing, or cutting patterns, stuff cutting, stuff fitting, or preparing for makers, or making or finishing, including the following operations in the making of slippers:—Turning, bottom, levelling, wood heeling, blocking, steaming, and ironing on the last, irrespective of age or experience shall be paid the same rates as are paid to adult males on the same class of work.

Females employed attaching uppers to soles of shoes, known as or similar to the Sahara Sandal, or interlacing material of the uppers on the last or attaching such uppers to the soles of shoes known as Basket Shoes or any shoe similar thereto shall be paid the same rates as are paid to adult males on the same class of work.

Apprentices and all other improvers†—	Wages per week of 44 hours.
	s. d.
1st six month's experience .. ..	20 0
2nd .. ..	22 6
3rd .. ..	25 6
4th .. ..	29 0
5th .. ..	33 0
6th .. ..	37 6
7th .. ..	42 6
8th .. ..	48 0
Thereafter not less than the minimum wage for adult females.	

#### Proportion.

(In any factory or place.)

One female apprentice to every three or fraction of three female workers employed and receiving at wages rates or earning at piece work prices not less than the minimum wage for adult females.

#### Proportion.

(In any factory or place.)

Three female improvers to each female worker employed and receiving at wages rates or earning at piece work prices not less than the minimum wage for adult females.

Provided that the total number of female apprentices and improvers in any factory or place shall not exceed three to each adult female receiving not less than the minimum wage for adult females.

† Junior females may be employed on the operations set out in paragraphs (c), (d), and (e) of Clause 5 at the above rates.

\* Wages of apprentices and improvers in the Metropolitan District are regulated by the Apprenticeship Commission. See Note 2 above.

Other Employees.

Note.—Rates in the column lettered "A" hereunder are payable until the beginning of the first pay period to commence in February, 1947, thereafter the rates in column lettered "B" shall be payable.

4.	MALES.	Wages per Week of 44 Hours.	
		"A."	"B."
		s. d.	s. d.
	Pattern Cutting—		
	Pattern Cutters or Designers .. .. .	135 6	136 6
	Clicking—		
	Clicking outsides (other than felt, fabric, sheep's roans or splits) .. .. .	135 6	136 6
	Clicking felt, linings, fabrics, sheep's roans, splits—		
	By hand .. .. .	132 6	133 6
	By machine .. .. .	129 6	130 6
	All others .. .. .	129 6	130 6
	Stuff cutting—		
	Cutting leather outsides, insoles or half soles .. .. .	132 6	133 6
	Ranging by hand .. .. .	132 6	133 6
	All others .. .. .	129 6	130 6
	Making—		
	All operatives except those for whom the rates hereinafter appearing are prescribed .. .. .	135 6	136 6
	Operator of bottom levelling machine .. .. .	129 6	130 6
	Operator of buzzer machine .. .. .	129 6	130 6
	Operator of loose nailing machine .. .. .	129 6	130 6
	Bevelling by hand .. .. .	129 6	130 6
	Heeling by hand .. .. .	129 6	130 6
	Opening channels .. .. .	129 6	130 6
	Closing channels .. .. .	129 6	130 6
	Feathering .. .. .	129 6	130 6
	Turning pumps .. .. .	129 6	130 6
	Laying linings and shanking .. .. .	129 6	130 6
	Pulling up backs .. .. .	129 6	130 6
	Pulling on .. .. .	129 6	130 6
	Tingling and trimming (hand or machine) .. .. .	129 6	130 6
	Putting on heels and toe plates .. .. .	129 6	130 6
	Attaching wood heels by hand .. .. .	129 6	130 6
	Putting in stiffeners or toes .. .. .	126 6	127 6
	Putting in bottom fillings and shanks .. .. .	126 6	127 6
	Slipping off .. .. .	126 6	127 6
	Pulling out tacks .. .. .	126 6	127 6
	Stamping and sorting soles .. .. .	126 6	127 6
	Soluitoning or cementing by hand or machine .. .. .	126 6	127 6
	Putting studs or bars on football boots .. .. .	126 6	127 6
	Finishing—		
	Finishing right through by hand .. .. .	135 6	136 6
	Operating heel trimmer .. .. .	135 6	136 6
	Operating edge trimmer .. .. .	135 6	136 6
	Operating edge setter .. .. .	135 6	136 6
	Operating heel scourer .. .. .	135 6	136 6
	Operating Naumkeag machine and/or sandpapering machine .. .. .	131 6	132 6
	Slipping off .. .. .	126 6	127 6
	All others .. .. .	129 6	130 6

5. FEMALES.

(a) Females employed clicking, designing, or cutting, patterns, stuff cutting, stuff fitting, or preparing for makers, or finishing, including the following operations in the making of slippers:—Turning, bottom levelling, wood heeling, blocking, steaming, and ironing on the last, irrespective of age or experience shall be paid the same rates as are paid to adult males on the same class of work.

(b) Females employed attaching uppers to soles of shoes, known as or similar to the Sahara Sandal, or interlacing material of the uppers on the last or attaching such uppers to the soles of shoes known as Basket Shoes or any shoe similar thereto shall be paid the same rates as are paid to adult males on the same class of work.

	Wages per Week of 44 Hours.		Loading Constant.		Total Wage.	
	"A."	"B."	"A."	"B."	"A."	"B."
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
(c) Females with (i) four years' experience employed on any form of sewing machine .. .. .	77 3	78 0	3 0	3 0	80 3	81 0
(ii) any other machine .. .. .	72 9	73 6	3 0	3 0	75 9	76 6
(iii) any other work set out in Clause (6) hereof .. .. .	71 0	71 9	2 9	2 9	73 9	74 6
(d) Females with four years' experience not otherwise provided for .. .. .	71 0	71 9	2 9	2 9	73 9	74 6

(e) Females specified in paragraph (c) hereof shall, by operating a machine with hot or liquid wax, be paid 7s. 6d. per week in addition to their ordinary wage.

(f) Females over the age of 21 years with less than the experience hereinbefore mentioned shall for the first twelve months be paid 74s. 6d. per week and thereafter the rate prescribed for their occupation.

FEMALE WORK.

6. The following classes of work may be performed by female employees at the rates prescribed in clause 5, sub-clause (c) (iii):—

- (a) making cosy slippers with soles of upper leather or other soft material with felt or compo filling (excepting the operation set out in clause 5 (a));
- (b) attaching felt to leather soles by Union Special Machine No. 75B 80,100 or any similar table machine;

- (c) marking, stamping, fitting of uppers, machining of uppers, pasting of uppers, lacing of uppers or preparing slippers for the slipper turn sewing machine;
- (d) ironing off the last;
- (e) socking;
- (f) pomming;
- (g) attaching ornaments;
- (h) final trimming and boxing;
- (i) cleaning;
- (j) spraying;
- (k) branding;
- (l) final polishing;
- (m) final brushing;
- (n) sizing;
- (o) treeing after boot is finished;
- (p) patent and coloured leather repairing;
- (q) solutioning and covering wood heels;
- (r) skiving or trimming the insides and outsides of uppers (including cut outs);
- (s) interlacing of uppers before or after making (excluding hand made basket shoes);
- (t) making (in all stages) infants' Os to 6s footwear with soles of upper leather or other soft material;
- (u) preparing toe puffs of material other than crop;
- (v) all work on which females can be employed in the heel and last-making industry.

#### JUNIOR WORKERS—MALES.

7. (a) Unapprenticed male juniors may be employed in the following occupations:—Tacking on insoles, putting in stiffeners or toes, putting in bottom fillings and shanks, putting in and slipping lasts, last carrying, last sorting, heel nail feeding, inking edges, solutioning or cementing by hand or machine, inking and colouring (one colour only), rubbing off heels, drawing tacks or nails, socking and sizing, tacking up stuff (including the cutting and preparation of football studs), putting in followers, branding or stamping, any other occupation usually performed by females under this Determination.

(b) The maximum number of unapprenticed male juniors who may be employed in any factory shall not exceed the proportion of one junior to ten or fraction of ten of the average number of male adults employed for the previous six months.

(c) Unapprenticed male juniors shall be paid the rates provided for apprentices plus 10 per cent.

(d) Any unapprenticed junior who has had six years' experience in the industry and who has not reached twenty-one years of age shall be paid the adult rate for the class of work he is performing.

#### HOURS OF WORK.

8. (a) The ordinary hours of work shall not exceed 44 per week to be worked in five days between the hours of 7.30 a.m. and 5.30 p.m. on Monday to Friday inclusive. Provided that this spread of hours may be altered by mutual agreement between an employer and the Australian Boot Trade Employees Federation.

(b) Each employer may fix starting and finishing times for his own factory and such starting and finishing times, when fixed, shall not be altered except on fourteen days' notice to the employees concerned.

#### OVERTIME.

9. (a) All time worked by an employee before his or her starting time or after his or her finishing time shall be paid for at the rate of time and a half for the first two hours and double time thereafter.

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

(c) Junior workers and apprentices shall not work overtime without the approval of the Apprenticeship Commission, unless a proportionate number of adult males or fully experienced females is employed in the respective departments.

(d) Employees called upon to work overtime exceeding one hour shall be allowed at least 30 minutes for a meal, and shall in addition to any overtime payable be allowed 1s. 6d. (1/8) for such meal, provided that in the case of Saturday overtime 1s. 6d. shall be payable only if the work extends beyond the ordinary time for ceasing work for the midday meal.

#### MEAL TIME.

10. (a) Not less than 30 nor more than 60 minutes, shall be allowed each working day for a midday meal.

(b) An employee shall not work or be worked for more than five hours consecutively without a break for a meal.

#### TERMS OF ENGAGEMENT.

11. (a) All employees (excepting apprentices) shall be engaged by the hour, and such engagement shall be terminated without notice at any time.

(b) Any employee who has not received on the previous day notice of suspension of work, or that he or she will not be wanted to attend at the factory, shall be paid for half a day, whether worked or not, unless there is a stoppage of work arising from some cause beyond the employer's control.

(c) Employees shall give notice to their employers when they desire to be absent from work except in cases of sickness or emergency beyond their control.

#### SUNDAY WORK.

12. For work performed on a Sunday treble time shall be paid for a full day, whether such full day is worked or not. Provided that employees engaged in alterations of plant or machinery necessary for resumption of work the next following working day shall be paid for at the rate of time and a half.

NOTE.—Section 8 of the Factories and Shops Act No. 4275 prohibits work on Sundays, but the Minister of Labour may suspend this section in exceptional circumstances.

#### HOLIDAYS.

13. Double ordinary time shall be paid for all work done on the following nine holidays or the days observed in lieu thereof, viz.:—New Year's Day; Australia Day; Good Friday; Easter Monday; Labour Day; Anzac Day; King's Birthday; Christmas Day; and Boxing Day; provided that within the Metropolitan District, Cup Day shall be substituted for King's Birthday.

#### PAYMENT OF WAGES.

14. (a) Wages shall be paid on Wednesday or Thursday or Friday in each week. Each employer shall fix a pay day, which once fixed shall not be altered unless with the consent of the Australian Boot Trade Employees Federation. Separate pay days for male and female employees may be fixed in any factory.

(b) Not more than one day's wages shall be kept in hand excepting that where a holiday occurs on the actual pay day, the following day may be substituted as pay day.

(c) Any employee working part of a week shall be paid all moneys due on ceasing work for that week.

(d) Where an employee's services are dispensed with, all moneys due shall be paid immediately on the employee ceasing work.

(e) Employees kept waiting more than five minutes for their pay after ceasing work shall be paid at overtime rates for all the time in excess of five minutes they are kept waiting as aforesaid.

## TIME AND WAGES BOOK.

15. (a) Each employer shall keep a time and wages book or record, showing the name of each employee, his or her occupation, the hours worked each day and the wages and allowances paid each week.

(b) The time occupied by an employee in filling in 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.

(c) The time and wages book or records shall be open for inspection by a duly accredited permanent official of the Australian Boot Trade Employees Federation during the usual office hours at the employer's office or other convenient place.

Provided that an inspection shall not be demanded unless the secretary of the said Federation or the district secretary or organizer of any branch of the said Federation 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.

The official making such inspection shall be entitled to take a copy of entries from a time and wages book or record relating to the suspected breach of this determination.

## ANNUAL LEAVE.

16. (a) A period of seven consecutive days' leave shall be allowed annually to all employees after twelve months' continuous service (less the period of annual leave).

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

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

(d) If after six months' continuous service in any qualifying twelve-monthly period an employee leaves his employment or his employment is terminated by the employer through no fault of the employee, the employee shall be paid one-sixth of a week's wage at ordinary rates for the occupation in which the employee was ordinarily employed immediately prior to the end of the engagement in respect of each completed two months of continuous service in respect of which leave has not been granted hereunder.

(e) Each employee before going on leave shall be paid a week's wage at ordinary rates for the occupation in which the employee was ordinarily employed immediately prior to the commencement of his leave. Payment in the case of employees employed on piece or bonus work or any other system of payment by results shall be at time rates.

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

(g) Notwithstanding anything elsewhere herein provided an employer at any time at which he is allowing annual leave to employees generally may, subject to giving notice as required by sub-clause (b) hereof, allow an employee who has then had less than twelve months' continuous service annual leave as provided in this clause and in such case shall pay the employee in respect of such annual leave one-twelfth of a week's wage at ordinary rates for the occupation in which the employee was ordinarily employed immediately prior to the commencement of the annual leave in respect of each completed one month of continuous service as aforesaid.

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

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

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

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

(iii) breaks arising from slackness of work.

(j) Except as provided by sub-clause (g) hereof the annual leave prescribed by this clause shall be exclusive of any of the public holidays prescribed by this determination, and if any such holiday falls within an employee's period of annual leave there shall be added to that period one day for each such holiday falling as aforesaid.

(k) For the purpose of this clause, a month shall be reckoned as commencing 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.

(l) Service for the purpose of this clause shall, commencing on the 2nd January, 1942, be calculated as from the 2nd January in each year.

## MIXED FUNCTIONS.

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

## REST PERIOD.

18. (a) Female employees shall be allowed a morning rest period of ten minutes at a time to be mutually arranged in each factory.

(b) Facilities for making tea shall be made available to employees at the commencement of rest periods and meal hours.

## SEATS.

19. Where it is necessary for employees to sit at their work, seats will be provided by the employer for the employees. Such seats shall be reasonably comfortable.

## TOOLS.

20. The employer shall provide all needles and findings, grindery, tools for finishers, viz., feather knives, fudge wheels, ordinary top irons, waist wheels, and brushes (paint and ink), workshop and light, and all colours and materials used in connexion with the trade.

## DETERMINATION POSTED.

21. A copy of this Determination, together with all variations thereof, shall be posted and kept posted by the employer in a prominent place in each factory or workshop.

## DEDUCTION IN WAGES.

22. Deductions in wages may be made only for such time as is actually lost by any employee, including holidays. Such deductions shall be proportionate to the wage; but no deduction shall be made from the wages of apprentices, other than those mentioned in the Indenture of Apprenticeship.

## PIECEWORK.

23. (a) Any employer may fix and pay piecework prices in lieu of time rates so long as such rates permit employees of average capacity to earn at least the minimum rate prescribed for their respective classes with the addition of 10 per cent.

(b) If any groups of employees in any factory are dissatisfied with the piece-work rates so fixed they shall have the right to refer the matter to the Secretary for Labour for investigation and decision.



## RIGHT OF ENTRY.

24. Any duly accredited permanent official of the Australian Boot Trade Employees Federation authorized in writing by the Secretary for Labour shall have the right to enter any place or factory of any kind whatsoever for the purpose of interviewing or conversing with the employees in such factory or place.

Provided such duly accredited permanent officials shall not wilfully hamper or hinder the employees during their working time, and may interview any employees or converse with them during any luncheon or non-working time, for the purpose of collecting dues, posting notices, and attending to other matters of the said Federation relating to the industry.

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

## WASHING ACCOMMODATION.

25. Suitable washing accommodation shall be provided for all employees.

## SHOP STEWARDS.

26. A shop steward appointed by employees in each workshop shall be allowed the necessary time during working hours to interview the employer or his representative on matters affecting employees whom they represent.

## FIRST-AID OUTFIT.

27. 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.

## PERIODICAL ADJUSTMENT OF WAGES.

28. The wages rates for adult males set out in clause 4 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 29.

## BASIC WAGE.

Place.	Needs Basic Wage (Adjustable).	Prosperity Loading (Constant).	Loading for Nine Holidays and Four Days' Sick Leave.	Loading for Lost Time.	Industry Loading (Constant).	Total.	Index Number Set Assigned.	
	Per Week. £ s. d.	Per Week. s. d.	Per Week. s. d.	Per Week. s. d.	Per Week. s. d.	Per Week. £ s. d.	Six Capital Average	Cities (Weighted Average)
Whole of the State ..	5 1 0	4 0	4 6	5 0	4 0	5 18 6		

## ADJUSTMENT OF BASIC WAGE.

29. (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 28.

(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.

(d) The rates prescribed for female workers in Clause 5, other than the constant loadings, shall be increased or decreased proportionately to increases or decreases of the needs basic wage calculated to the nearest threepence, half or less than half of threepence to be disregarded.

## MARGINS—MALES.

30. In addition to the amounts prescribed in Clause 28, the following margins shall be paid:—

	Per Week. s. d.
Pattern Cutting—	
Pattern Cutters or Designers .. .. .	18 0
Clicking—	
Clicking outsides (other than felt, fabric, sheep's roans or splits) .. .. .	18 0
Clicking felt, linings, fabrics, sheep's roans, splits—	
By hand .. .. .	15 0
By machine .. .. .	12 0
All others .. .. .	12 0
Stuff cutting—	
Cutting leather outsoles, insoles, or half soles .. .. .	15 0
Ranging by hand .. .. .	15 0
All others .. .. .	12 0
Making—	
All operatives except those for whom the rates hereinafter appearing are prescribed .. .. .	18 0
Operator of bottom levelling machine .. .. .	12 0
Operator of buzzer machine .. .. .	12 0
Operator of loose nailing machine .. .. .	12 0
Levelling by hand .. .. .	12 0
Heeling by hand .. .. .	12 0
Opening channels .. .. .	12 0
Closing channels .. .. .	12 0
Feathering .. .. .	12 0
Turning pumps .. .. .	12 0
Laying linings and shanking .. .. .	12 0
Pulling up backs .. .. .	12 0
Pulling on .. .. .	12 0
Tingling and trimming (hand or machine) .. .. .	12 0
Putting on heels and toe plates .. .. .	12 0
Attaching wood heels by hand .. .. .	12 0
Putting in stiffeners or toes .. .. .	9 0
Putting in bottom fillings and shanks .. .. .	9 0
Slipping off .. .. .	9 0
Pulling out tacks .. .. .	9 0
Stamping and sorting soles .. .. .	9 0
Solutioning or cementing by hand or machine .. .. .	9 0
Putting studs or bars on football boots .. .. .	9 0

MARGINS—MALES—*continued.*

								Per Week.	
								s.	d.
Finishing—									
Finishing right through by hand	..	..	..	..	..	..	..	18	0
Operating heel trimmer	..	..	..	..	..	..	..	18	0
Operating edge trimmer	..	..	..	..	..	..	..	18	0
Operating edge setter	..	..	..	..	..	..	..	18	9
Operating heel scourer	..	..	..	..	..	..	..	18	0
Operating Naumkeag machine and/or sandpapering machine	..	..	..	..	..	..	..	14	0
Slipping off	..	..	..	..	..	..	..	9	0
All others	..	..	..	..	..	..	..	12	0

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

J. V. WILLOX, Secretary.

Melbourne, 17th March, 1947.