VICTORIA

GOVERNMENT GAZETTE.

Published by Authority.

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

No. 359] THURSDAY, AUGUST 21. [1947

GAS REGULATION ACT 1933.

PROCLAMATION

By His Excellency the Governor of the State of Victoria and its Dependencies in the Commonwealth of Australia, &c., &c., &c.

WHEREAS by section 33 of the *Gas Regulation Act* 1933 it is amongst other things enacted that whenever it appears to the Governor in Council that from any cause the available supply of gas is or is likely to become less than is sufficient for the reasonable requirements of the community, the Governor in Council may from time to time exercise all or any of the powers conferred on him by or under the said provision and may from time to time by Proclamation declare that on and after the date of the publication of such Proclamation in the *Government Gazette* or a later date specified therein the provisions of section 33 of the said Act shall have effect:

And whereas there exists in Victoria an acute shortage of coal for the making of gas:

And whereas as a consequence of such cause it appears to the Governor in Council that the available supply of gas is less than is sufficient for the reasonable requirements of the community:

Now therefore I, the Governor of the State of Victoria, by and with the advice of the Executive Council thereof, and in pursuance of the powers conferred by section 33 of the said Act, do by this my Proclamation declare that on and after the date of the publication of this my Proclamation in the *Government Gazette*, the provisions of section 33 of the *Gas Regulation Act* 1933 shall have effect.

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

(L.S.) WINSTON DUGAN.

By His Excellency's Command,

W. G. McKENZIE,
for Chief Secretary.

GOD SAVE THE KING!

No. 359.—8680/47.

GAS REGULATION ACT 1933.

At the Executive Council Chamber, Melbourne, the twenty-first day of August, 1947.

PRESENT:

His Excellency the Governor of Victoria.

Mr. McKenzie | Mr. Fraser.

REGULATIONS.

WHEREAS by a Proclamation dated the twenty-first day of August, 1947, His Excellency the Governor of the State of Victoria, by and with the advice of the Executive Council thereof, declared that on and after the date of the publication in the *Government Gazette* of such Proclamation the provisions of section 33 of the *Gas Regulation Act* 1933 should have effect: And whereas the said Proclamation was published in the *Government Gazette* of the twenty-first day of August, 1947: Now therefore His Excellency the Governor of the said State, by and with the advice of the Executive Council thereof, and in pursuance of the powers conferred by section 33 of the said Act, doth hereby make the following Regulations (that is to say):—

1. (1) These Regulations may be cited as the "Gas Regulation (Emergency Powers) Regulations (No. 51)," and shall apply to and have operation throughout the areas supplied with gas by the Metropolitan Gas Company, the Colonial Gas Association Limited (as to its Box Hill, Footscray, Frankston, and Oakleigh works), the Brighton Gas Company Limited, and the Mordialloc City Council Gas Works.

(2) These Regulations shall take effect on the twenty-second day of August, 1947.

2. In these Regulations—

"Gas" means gas supplied by a gas undertaker pursuant to the provisions of the *Gas Regulation Act* 1933.

"Gas undertaker" shall have the same meaning as "undertaker" as defined by the *Gas Regulation Act* 1933.

3. No person shall use gas except between the hours hereinafter specified:—

Mondays to Fridays—

(i) 6.30 a.m. and 8 a.m.

(ii) 12 o'clock noon and 1 p.m.

(iii) 5.30 p.m. and 7 p.m.

Saturdays—

(i) 7 a.m. and 8 a.m.

(ii) 11.30 a.m. and 1.30 p.m.

(iii) 6 p.m. and 7 p.m.

Sundays—

(i) 7.30 a.m. and 8.30 a.m.

(ii) 11 a.m. and 1.30 p.m.

(iii) 6 p.m. and 7 p.m.

4. The restrictions contained in Regulation 3 shall not apply to persons using gas in connexion with the conduct of hospitals, medical services, or institutions rendering relief to the aged or infirm, or to persons using gas for pilot lights or by-pass flames on automatic appliances.

5. It shall be lawful for any inspector or other person upon producing an authority issued to him by a gas undertaker referred to in Regulation 1 hereof to enter any premises to which gas is supplied by such gas undertaker for the purpose of determining whether the provisions of these Regulations are being observed.

6. No person shall obstruct any such inspector or other person in the course of his duties.

7. A gas undertaker shall not, except during the hours referred to in Regulation 3 hereof, be required to supply gas in any main or in any pipe, of the pressure prescribed by the *Gas Regulation Act* 1933.

8. Any person who offends against these Regulations shall be liable to a penalty of not more than Fifty pounds (£50), and in the case of a continuing offence a further penalty of not more than Five pounds (£5) for each day on which any offence is continued after conviction or order of any court.

And the Honorable William George McKenzie, for and on behalf of His Majesty's Chief Secretary for the State of Victoria, shall give the necessary directions herein accordingly.

C. W. KINSMAN,
Clerk of the Executive Council.

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

VICTORIA

GOVERNMENT GAZETTE.

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No. 360] TUESDAY, AUGUST 26. [1947

Factories and Shops Acts.

DETERMINATION OF THE GLUE AND GELATINE 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 employed in the trade of manufacturing glue and gelatine" has made the following Determination, namely:—

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

2. ADULT MALES.

	Per Week. £	s.	d.
1. Men working in raw material stores	6	4	6
2. Men working raw materials cutting machine	6	5	6
3. Men in charge of and actually washing raw material and/or preparing limes and/or working at trotter plant	6	8	6
4. Men assisting at washing raw material and/or preparing limes and working at trotter plants	6	4	6
5. Men working at lime pits	6	8	6
6. Men in charge of and actually operating dollies	6	11	6
7. Men assisting in dolly shed	6	5	6
8. Men in charge of and actually working at boiling pans	6	8	6
9. Men assisting in boiling shed	6	4	6
10. Men in charge of and actually working at vacuum evaporators, bone kettles, gelatine, glue and/or agar agar filters, concentrated liquor vats and coolers	6	11	6
11. Men assisting	6	4	6
12. Men engaged at agar agar freezing plant	6	7	6
13. Men operating gelatine, glue and/or agar agar cutters	6	7	6
14. Men assisting	6	4	6
15. Men working at drying plants	6	4	6
16. Men engaged at gelatine, glue and/or agar agar grinding	6	5	6
17. Men engaged in treating frames	6	4	6
18. Men engaged in assembling and repairing frames	6	4	6
19. Blenders and store-hands	6	5	6
20. Men in charge of and actually working at scutching pans, hydraulic presses, grease pans, grease filters and seeding tanks and washing trotter bones	6	8	6
21. Men assisting	6	4	6
22. Men working on roller driers and associated grinders	6	5	6
23. Men in charge of and actually working at vegetable and prepared glue vats	6	8	6
24. Men assisting and store-hands including calves feet jelly	6	4	6
25. Men operating residue driers	6	9	6
26. Men crushing and/or bagging dried residues	6	5	6
27. Men receiving and passing on bones (Melbourne)	6	8	6
28. Men actually operating de-greasing plant	6	11	6
29. Men assisting at de-greasing plant and bone polishing	6	5	6
30. Men engaged in washing and neutralizing vats (Melbourne)	6	7	6
31. Men engaged in crushing bone residues	6	5	6
32. Men in charge of and actually operating pearl plant	6	9	6
33. Men assisting	6	4	6
34. Men in charge of and actually operating dextrine plant	6	9	6
35. Men assisting	6	4	6
36. Men actually operating earth calcining plant	6	9	6
37. Men assisting	6	4	6
38. Men not elsewhere included	5	17	6

39. Men employed at emptying sewers, settling pits and cleaning sewers shall be paid at the rate of 1s. per hour in addition to their ordinary or overtime rate whilst engaged on such work.

40. Men employed at cleaning or scraping the inside of booby tanks or digesters shall be paid at the rate of 6d. per hour in addition to their ordinary or overtime rate whilst engaged on such work.

No.360.—7911/47.

ADULT FEMALES.

	Per Week. £ s. d.
Adult female employees—	
after three months' employment in the industry	4 8 0
of less than three months' employment in the industry	4 0 6

JUNIORS.

Males.

Under 16 years of age	1 9 6
16 and under 17 years of age	2 1 0
17 and under 18 years of age	2 16 0
18 and under 19 years of age	3 10 6
19 and under 20 years of age	4 8 0
20 and under 21 years of age	5 5 6

Females.

Under 16 years of age	1 17 6
16 and under 17 years of age	2 8 6
17 and under 18 years of age	2 17 3
18 and under 19 years of age	3 3 9
19 and under 20 years of age	3 12 6
20 and under 21 years of age	3 19 3

Provided that a junior female after three years' experience in the industry shall be paid the full adult rate prescribed in Clause 2.

DEFINITIONS.

3. (*a*) "Federation" means the Australian Leather and Allied Trades Employees Federation.

(*b*) "Double time rates" or "rate of double time" shall mean when applicable to ordinary or shift hours of work on a week-day, holiday or Sunday, the ordinary hour rate payable as part of the weekly wage, and in addition, a rate equal to such ordinary hour rate; when applicable to hours worked outside the ordinary or shift hours on the days mentioned or in excess of 48 hours per week or 176 hours per twenty-eight consecutive days, the terms shall mean twice such ordinary rate.

(*c*) "Casual worker" means an employee (other than a regular employee) employed by the day.

CONTRACT OF EMPLOYMENT.

4. (*a*) Employees other than casual workers shall be employed by the week. To be entitled to the week's pay a regular day employee must be ready, willing and available to work during 44 hours of the week and a shift worker during 48 hours of any week, or an average of 44 hours over a period of four weeks.

In order to terminate the employment, one week's notice shall be given to terminate on any day with payment to day of termination or in lieu of notice one week's pay shall be paid or deducted, unless such dismissal is for wilful failure to attend for duty, malingering, misconduct or neglect of duty. Provided, however, that in the event of a stoppage through breakdown of machinery or any other cause for which the employer cannot be held responsible, the employer may on any day notify any employee that his service shall not be required on the following day or days and the employee's employment shall be temporarily terminated accordingly, and he shall not be entitled to be paid for the time not worked.

(*b*) To meet emergencies, any employer may engage a casual employee for a day or more on paying extra wages calculated at the rate of 10 per cent. higher than those prescribed for similar work. Such an employee shall not be paid for a holiday occurring during any week he is employed.

MIXED FUNCTIONS.

5. Where an employee is engaged on any day on mixed functions or on work carrying a higher rate of pay than his ordinary classification, he shall be paid at the higher rate for the time so worked on such higher classification. If the aggregate hours worked by an employee on such higher classification exceed 16 in the week, he shall be paid at the higher rate for the week.

JUNIOR LABOUR.

6. (*a*) An employer may employ juniors in any capacity except as hereunder provided that the proportion of juniors to adults employed in any department in the works, except that of laying out and packing gelatine, glue or agar agar, shall not exceed one to two, and provided that the proportion of juniors to adults employed in whole works with the exception of the department of laying out and packing gelatine, glue, agar agar does not exceed one to three.

(*b*) Where a junior is engaged he shall, if the employer requires it, furnish a certificate or statutory declaration as to his age, and the employer may rely on such certificate or declaration until, or unless, he has notice of its inaccuracy.

(*c*) No juniors shall, except where it has been the custom of the employer to so employ them, be employed on any machine.

HOURS OF WORK.

7. The ordinary hours of employment shall be 44 per week. Not more than 8 hours on Monday to Friday inclusive, and not more than 4 hours on Saturday shall be worked without payment of overtime, between 7 a.m. and 6 p.m. on Monday to Friday inclusive and 6.45 a.m. and 12.30 p.m. on Saturday. Provided that the 44-hour week may, by agreement between the employer and his employees be worked in five days of 8 hours 48 minutes per day.

MEAL TIMES.

8. (*a*) The break for midday meals shall be at least 45 minutes or where the employer and the Federation agree or the Wages Board determines, 42 minutes to be taken between 11.30 a.m. and 1 p.m.

(*b*) The starting and finishing times for meals shall not be altered except by agreement between the employer and his employees or by the Wages Board.

(*c*) An employee shall not be compelled to work for more than five and a half hours without a break for a meal.

(*d*) For work done during meal hours and thereafter until a meal-hour break is allowed, double time shall be paid.

SHIFT WORK

9. (*a*) In this clause "first or day shift" means any shift commencing at 6 a.m. or the first shift commencing thereafter.

(*b*) The ordinary hours of shift workers shall not exceed 176 hours in 28 consecutive days, provided that not more than 48 hours may be worked in any week without payment of overtime.

(*c*) The time of commencing and finishing shift shall be fixed by agreement between the employer and his employees and in default of agreement, by the Wages Board.

(*d*) A shift worker shall not be compelled to work for more than five and a half hours without a crib time being allowed.

(*e*) Shift workers shall have crib time of twenty minutes without deduction of pay to be taken at a time suitable to the process upon which he is engaged.

(*f*) Shift workers on the first or day shift shall be paid at ordinary time rates.

Shift workers on the second shift shall be paid 5 per centum more than the ordinary rates for such shift. Shift workers on the third shift shall be paid 7½ per centum more than the ordinary rates for such shifts.

(*g*) No junior male under the age of eighteen years shall work on the night shift.

(*h*) No female shall be employed on shift work.

(*i*) A shift worker who during a period of engagement on shift works only on the night shift and without some regular rotation with some other shift or with day work, shall be paid at the rate of time and a quarter for all time worked during his ordinary working hours.

(*j*) Shift workers whilst working on holidays prescribed by clause 12 of this Determination shall be paid at the rate of ordinary time, provided that such shift workers shall be entitled to ten days' holiday per annum or ten days' pay in lieu thereof. On the termination of service during the currency of any year, payment for holidays shall be made on a *pro rata* basis.

(*k*) For all time worked outside the hours of commencing and finishing shift, as agreed, and for all time in excess of 48 hours per week, shift workers shall be paid overtime at the rate of time and a half for the first two hours and double time thereafter. Provided that for all work performed on the first shift on Sunday, whether overtime or not, double rates shall be paid. Notwithstanding anything contained in this sub-clause, an employee may be worked one first shift on Sunday in each four weeks without payment of overtime, provided that his total hours of work during such four weeks do not exceed 168 hours.

(*l*) Notwithstanding anything contained in this clause shift workers working between midnight Friday and midnight on Saturday shall be paid not less than time and a quarter, such extra rate to be in substitution for and not cumulative on the rates set out in sub-clause (*f*) of this clause.

(*m*) Notwithstanding anything contained in this clause shift workers engaged on any overtime on Sunday shall be paid not less than the rate of double time.

Overtime.

10. (*a*) Except as provided by sub-clause (*g*) hereof, all work done outside the ordinary hours, shall be deemed overtime and shall be paid for at the rate of time and a half for the first 2 hours and double time thereafter.

(*b*) In computing overtime, each day's work shall stand alone.

(*c*) An employee shall work such overtime as shall be reasonably required of him.

(*d*) An employee required to work overtime shall be guaranteed a minimum of 15 minutes.

(*e*) Any employee required to work overtime for more than two hours on any day, after the normal finishing time, without being notified the day before that he will be so required to work, shall either be supplied with a meal by the employer or paid 2s.

(*f*) If an employee pursuant to sub-clause (*c*) hereof has provided a meal and is not required to work overtime, he shall be paid 2s. for the meal so provided.

(*g*) The following overtime work including such work as may be performed on a Sunday or holiday, shall be paid for at the rate of time and a half:—

(i) The effecting of repairs or renewals to and the cleaning of plant or machinery in order to enable work to proceed forthwith;

(ii) Such emergency work as owing to the nature of the trade necessitates the immediate, as distinct from the normal treatment of material to save it from going bad or the removal after it has gone bad. Any question in dispute hereunder shall be decided by the Wages Board.

Payment of Wages.

11. (*a*) Wages shall be paid at the works weekly not later than Thursday in each week. Not more than two days' pay over and above that becoming due shall be kept in hand.

(*b*) Wages shall be paid in the employer's time or within 5 minutes of finishing time. If an employee be kept waiting for payments more than five minutes after finishing time, he shall be paid overtime rates for the time so kept waiting.

(*c*) Should an employee be dismissed during the course of a week, he shall be paid at the usual place of payment on demand there by him, any wages which are legally due to him, within 15 minutes of dismissal.

(*d*) On pay day the employer shall state to each employee in writing the amount of wages to which he is entitled, the amount of deductions made therefrom and the net amount being paid to him.

Holidays.

12. (*a*) The days on which: New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Anzac Day, Labour Day, Melbourne Cup Day, Christmas Day, Boxing Day, or the holiday, if any, substituted for any such day by or under any State Act of Parliament, are observed shall be holidays. Employees other than shift workers not required to work on holidays shall be paid the ordinary rates of pay.

(*b*) If the engagement of an employee is terminated by his employer within fourteen days of any of the holidays set out in sub-clause (*a*) hereof, the employee shall be paid for such holiday or holidays, if and when the Federation or the employee satisfies the employer or (if the matter is disputed) the Wages Board, that the employee has not in the meantime commenced work with another employer.

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

Rates for Holidays and Sundays.

13. (*a*) Except as to shift workers working on regular rostered shifts, all work performed on Sundays and the holidays set out in clause 12 of this Determination shall be paid for at the rate of double time.

(*b*) An employee called upon to work on a Sunday or a holiday shall be paid for a minimum of three hours' duty for a Sunday and four hours for a holiday.

Annual Leave.

Period of Leave.

14. (*a*) Except as hereinafter provided a period of fourteen consecutive days' leave with payment of ordinary wages as prescribed shall be allowed annually to an employee by his employer after a period of twelve months' continuous service with such employer.

Seven Day Shift Workers.

(*b*) In addition to the leave hereinbefore prescribed seven day shift workers, that is shift workers who are rostered to work regularly on Sundays and holidays shall be allowed seven consecutive days' leave including non working days.

Where an employee with twelve month's continuous service is engaged for part of the twelve monthly period as a seven-day shift worker, he shall be entitled to have the period of fourteen consecutive days annual leave prescribed in sub-clause (*a*) hereof increased by one half day for each month he is continuously engaged as aforesaid.

Public Holidays Excluded.

(*c*) (i) Such period of annual leave shall not include any holidays as prescribed in clause 12 observed on working days, but shall include all other non-working days.

(ii) If any holiday as prescribed in clause 12 falls within an employee's period of annual leave and is observed on the day which in the case of that employee would have been an ordinary working day there shall be added to that period one day, being an ordinary working day for each holiday observed as aforesaid.

(iii) Where an employee without reasonable excuse proof whereof shall lie upon him is absent from his employment on the working day 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.

Notice of Leave to be Given.

(*d*) At least seven days' notice shall be given to an employee as to when he is to commence his leave, and if such notice be withdrawn by an employer, the employee, if he postpones his leave, shall be compensated by the employer for any reasonable out of pocket loss occasioned thereby; in the case of dispute to be settled by the Wages Board.

Time when Leave to be Granted.

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

Leave to be given and taken.

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

Payment of Wages.

(*g*) Each employee before going on leave shall be paid two weeks' wages at ordinary rates for the occupation in which the employee was ordinarily employed immediately prior to the commencement of his leave. Payment in case of employees employed on piece work or bonus work or any other system of payment by results shall be at time rates.

Leave in advance.

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

(ii) Where leave has been granted to an employee pursuant to sub-clause (*h*) (i) hereof before the right thereto has accrued due and the employee subsequently leaves or is discharged from the service of the employer before completing the twelve months' continuous service in respect of which the leave was granted, the employer may for each one complete month of the qualifying period of twelve months not served by the employee, deduct from whatever remuneration is payable upon the termination of the employment one-twelfth of the amount of wage paid on account of the annual leave, which amount shall not include any sums paid for any of the holidays prescribed in clause 12 of this Determination. Provided that in cases where such leave is granted at the request of the employee, the employer may when making payment under sub-clause (*g*) hereof, withhold from the employee a sum equal to one-twelfth for each complete month of the qualifying period not served by the employee at the time of going on such leave and retain such sum until the expiration of such qualifying period.

Proportionate Payment.

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

Calculation of continuous Service.

(*j*) (i) Continuity of service shall be deemed to be continuous notwithstanding—

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

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

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

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

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

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

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

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

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

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

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

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

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

Calculation of Month.

(*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.

Successor or Assignee or Transmittee.

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

Annual close down.

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

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

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

(iii) The next twelve-monthly qualifying period for each employee affected by such close down shall commence from the day on which the plant, or section or sections concerned is re-opened for work.

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

Disputes.

(*n*) Any dispute as to the rights of an employee to or with respect to annual leave shall be dealt with by the Wages Board.

(*o*) For any current period of continuous service the annual leave quantum or proportionate payment in lieu thereof in respect of service prior to the 1st day of January, 1946, shall be calculated upon the basis of the provisions of the former annual leave clause and that the calculation of the annual leave quantum or proportionate payment in lieu thereof in respect of service since the 1st day of January, 1946, shall be in accordance with the clause now substituted.

(*p*) An employee shall not be entitled to leave or payment in lieu thereof for any period in respect of which leave or payment in lieu thereof has been allowed or made under the clause hereby revoked.

SICK LEAVE.

15. (*a*) An employee on weekly hiring who is absent from his work on account of personal illness or on account of injury by accident arising out of and in the course of his employment, shall be entitled to leave of absence without deduction of pay, subject to the following conditions and limitations:—

(i) he shall not be entitled to paid leave of absence unless he has been in the service of the employer concerned for at least two months immediately prior to such absence;

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

(iii) he shall, within 48 hours of the commencement of such absence inform the employer of his inability to attend for duty, and as far as practicable, state the nature of the injury or illness and the estimated duration of the absence;

(iv) he shall prove to the satisfaction of his employer (or in the event of dispute the Wages Board) that he was unable on account of such illness or injury, to attend for duty on the day or days for which sick leave is claimed;

(v) he shall not be entitled in any year (whether in the employ of one employer or of several) to leave in excess of 44 hours of working time.

(*b*) Provided further that where under any scheme of insurance or of an accident, relief or provident fund to secure the benefit of which the employer has paid the necessary premium or contribution, compensation becomes payable for absences through sickness the employer shall not be bound to pay more of such wage than is sufficient with such compensation to make up the full amount for any such days.

TOOLS OF TRADE.

16. The employer shall provide tools and implements of trade, leggings, aprons (rubber, leather or cloth where suitable), gloves, respirators, thigh boots and goggles where either are necessarily required by the employee in the performance of his duties, and oilskin coats or capes for employees working outdoors in wet weather.

Such aforementioned articles to remain the property of the employer, and any wilful loss or damage or damage due to neglect must be paid for by the employee.

DAMAGE TO CLOTHING.

17. In the event of boots or clothing belonging to an employee being damaged or destroyed by fire or corrosive substance outside the normal course of usage of such boots or clothing, compensation to the extent of the damage sustained shall be made by the employer.

ACCOMMODATION.

18. (*a*) Boiling water shall be supplied by the employer for the employees at lunch time.

(*b*) Dining room and dressing accommodation and facilities for drying working clothes shall be provided by the employer who shall be held responsible for the place being kept clean. Dressing rooms shall contain suitable provisions (hanging facilities) for the clothes of each employee.

(*c*) Suitable showers shall be available for all employees, and both hot and cold water shall be laid on and shall be readily accessible to employees.

(*d*) The employer shall provide a suitable covered bicycle stand.

FIRST-AID OUTFIT.

19. The employer shall provide and continuously maintain an efficient first-aid outfit in each factory controlled by him.

Clause 8 of chapter 9 of the Regulations under the *Factories and Shops Act* 1928 requires that a first-aid ambulance chest shall be kept in some accessible place upon the premises, and that such chest shall be equipped and supplied with the following articles:—

Article.	Quantities to be kept in ambulance chest— Factories and workshops in which not more than thirty persons are employed.	Factories and workshops in which more than thirty persons are employed.
Antiseptic solution	1 bottle	1 bottle
Bandages, cotton and gauze	½ doz. assorted sizes	1 doz. assorted sizes
Iodine, tincture of	1 oz.	2 oz.
Castor oil	½ oz.	2 oz.
Manual first-aid		1
Petrolatum, carbolized	1 jar	1 jar
Picric acid solution, made according to the following recipe or prescription— 1½ teaspoonsful of powdered picric acid; 3-oz. absolute alcohol; 2 pints distilled water		
Pins, safety	1 packet	1 packet
Sal volatile	1 oz.	6 oz.
Scissors	1 pair	1 pair
Tweezers	1 pair	1 pair
Tourniquet	1	1
Cotton, absorbent	An adequate assortment	
Gauze, sterilized and plain		
Lint, absorbent		
Plaster, adhesive		

TIME AND WAGES BOOK.

20. (a) Each employer shall keep in each factory, workshop or place where work is carried on by him, some card or check used in connexion with a mechanical clock or a time and wages book showing the name of each employee and 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 any time books or cards or in the making of records shall be treated as time of duty, but this does not apply to checking in or out at the beginning or end of duty.

(c) The time and wages book shall be open for inspection to an officer of the Federation duly accredited in writing by the Federation during the midday meal hour at the employer's office or other convenient place: Provided that an inspection shall not be demanded unless the secretary of the Federation or the District Secretary or organizer of any division suspects that a breach of this Determination has been or is being committed: Provided also that only one demand for such inspection shall be made in any one fortnight at the same establishment: And provided further that if the meal hour shall not be a convenient time for any employer he may fix some other time of at least one hour for any such inspection.

(d) The official making such inspection shall be entitled to take a copy of entries in a time and wages book relating to the suspected breach of this Determination.

UNION BUSINESS.

21. (a) Shop stewards appointed by employees in each work-shop shall be allowed the necessary time during working hours to interview the employer or his representative in matters effecting employees whom they represent.

(b) Any members of the Federal Council of the Federation or any member of the Committee of Management of any State Branch or section thereof may leave work to attend to the business of the Federation provided that reasonable notice has been given to the employer. Employees shall not be paid for the period of such absence.

RESIGNATION FROM FEDERATION.

22. An employer shall not compel an employee to resign his membership of the Federation through the fact of such member being made a foreman or placed on the staff.

RIGHT OF ENTRY OF UNION OFFICIALS.

23. A duly accredited representative of the Federation shall have the right to enter an employer's workshop during the midday meal hour for the purpose of interviewing employees on legitimate Federation business on the following conditions:—

(i) that he produces his authority to the gatekeeper or such other person as may be appointed by the employer;
(ii) that he interviews employees only at the place where they are taking their meal;
(iii) that not more than one representative in all be in any workshop at any one time;
(iv) that no one representative visit a workshop more than once in each week; and
(v) that 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 previous conditions, such employer may refuse the right of entry, but the representative shall have the right of bringing such refusal before the Wages Board.

POSTING OF NOTICES.

24. (a) The employer shall permit notice-boards to be erected in a prominent position in his establishment for the purpose of posting any notices thereon in connexion with the legitimate business of the Federation. All such notices shall be signed by the branch secretary of the Federation.

(b) Every employer shall post and keep posted a copy of this Determination in a place accessible to all employees.

PERIODICAL ADJUSTMENT OF WAGES.

25. The wages rates set out for adults in clause 2 are based upon the following basic wage, 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 26.

Total Base Rate.—Males.

Place.	Needs Basic Wage (adjustable in accordance with clause 26 of this Determination).	Loading (constant).	Industry Loading (constant).	War Loading (constant).	Total Base Rate.	Index Number Set Assigned.
	Per Week. £ s. d.	Per Week. s. d.	Per Week. s. d.	Per Week. s. d.	Per Week. £ s. d.	
Throughout the State	5 2 0	6 0	5 0	4 6	5 17 6	Melbourne

Adult Females.

The minimum rate of wage per week to be paid to adult female employees shall not be less than 75 per centum of the Total Base Rate—Males as prescribed in clause 25. Provided however an adult female employee who has not had three month's experience in the industry shall be paid the amount referred to in this clause, less the sum of 7s. 6d. per week.

ADJUSTMENT OF BASIC WAGE.

26. (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 November, 1947, the amounts of the basic wage shall be as prescribed in clause 25.

(c) During each future successive period beginning with the first pay period to commence in a November, a February, a May, or an August, 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.

Juniors.

The minimum rates of payment to be paid to junior employees shall be as follows:—

Males.

Age of employee.	A total payment per week at the equivalent of the below stated percentage of the total base rate for adult male employees calculated to the nearest 6d.
	Per cent.
Under 16 years of age	25
16 and under 17 years of age	35
17 and under 18 years of age	47½
18 and under 19 years of age	60
19 and under 20 years of age	75
20 and under 21 years of age	90

Females.

Age of employee.	A total payment per week at the equivalent of the below stated percentage of the total base rate for adult female employees calculated to the nearest 3d.
	Per cent.
Under 16 years of age	42½
16 and under 17 years of age	55
17 and under 18 years of age	65
18 and under 19 years of age	72½
19 and under 20 years of age	82½
20 and under 21 years of age	90

27. In addition to the total base rate provided in clause 25, the margins set out in this clause shall be the minimum rate payable to employees therein named:—

Classifications.	Margins.
	Per Week. s. d.
1. Men working in raw material stores	7 0
2. Men working raw materials cutting machine	8 0
3. Men in charge of and actually washing raw material and/or preparing limes and/or working at trotter plant	11 0
4. Men assisting at washing raw material and/or preparing limes and working at trotter plants	7 0
5. Men working at lime pits	11 0
6. Men in charge of and actually operating dollies	14 0
7. Men assisting in dolly shed	8 0
8. Men in charge of and actually working at boiling pans	11 0
9. Men assisting in boiling shed	7 0
10. Men in charge of and actually working at vacuum evaporators, bone kettles, gelatine, glue and/or agar agar filters, concentrated liquor vats and coolers	14 0
11. Men assisting	7 0
12. Men engaged at agar agar freezing plant	10 0
13. Men operating gelatine, glue and/or agar agar cutters	10 0
14. Men assisting	7 0
15. Men working at drying plants	7 0
16. Men engaged at gelatine, glue and/or agar agar grinding	8 0
17. Men engaged in treating frames	7 0
18. Men engaged in assembling and repairing frames	7 0
19. Blenders and store-hands	8 0
20. Men in charge of and actually working at scutching pans, hydraulic pressers, grease pans, grease filters and seeding tanks and washing trotter bones	11 0
21. Men assisting	7 0
22. Men working on roller driers and associated grinders	8 0
23. Men in charge of and actually working at vegetable and prepared glue vats	11 0
24. Men assisting and store-hands including calves feet jelly	7 0
25. Men operating residue driers	12 0
26. Men crushing and/or bagging dried residues	8 0
27. Men receiving and passing on bones (Melbourne)	11 0
28. Men actually operating de-greasing plant	14 0
29. Men assisting at de-greasing plant and bone polishing	8 0
30. Men engaged in washing and neutralizing vats (Melbourne)	10 0
31. Men engaged in crushing bone residues	8 0
32. Men in charge of and actually operating pearl plant	12 0
33. Men assisting	7 0
34. Men in charge of and actually operating dextrine plant	12 0
35. Men assisting	7 0
36. Men actually operating earth calcining plant	12 0
37. Men assisting	7 0
38. Men not elsewhere included	Nil
39. Men employed at emptying sewers, settling pits and cleaning sewers shall be paid at the rate of 1s. per hour in addition to their ordinary or overtime rate whilst engaged on such work	
40. Men employed at cleaning or scraping the inside of booby tanks or digesters shall be paid at the rate of 6d. per hour in addition to their ordinary or overtime rate whilst engaged on such work.	
Adult female employees—	
after three months' employment in the industry	6 0
of less than three months' employment in the industry	Nil.

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

J. V. WILLOX, Secretary.

Melbourne, 22nd July, 1947.

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VICTORIA

GOVERNMENT GAZETTE.

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Factories and Shops Acts.

DETERMINATION OF THE HOTEL AND RESTAURANT BOARD.

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

NOTE.—On the 6th May, 1940, the following trade was proclaimed an Apprenticeship Trade as carried on in the Metropolitan District.

Cooking in hotels, clubs, restaurants, eating houses, coffee palaces in which three or more adults are permanently employed in the kitchen.

Full particulars of the Apprenticeship Regulations for this trade may be obtained on application to the Secretary, Apprenticeship Commission, 103 Russell Street, Melbourne.

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which now has had the power to determine the lowest prices or rates which may be paid to any person or persons or classes of persons—

(*a*) employed in a restaurant, coffee palace, hotel, eating-house, or any premises for which an Australian wine licence or billiard table licence is in force or which are occupied as a club, but not including persons subject to the jurisdiction of any other Board heretofore appointed;

(*b*) employed in the business of a caterer;

(*c*) employed in connexion with the sale of aerated waters, fruit juice drinks, cordials, coffee, chocolate, cocoa, milk, or any other non-intoxicating beverage whatsoever consumed on the premises;

(*d*) employed whole or part time selling confectionery, or pastry in any place in which the business of a restaurant is carried on—

has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence on or after the 10th March, 1947, the last previous Determination of this Board shall be revoked and replaced by this Determination.

HOTELS.

2. APPRENTICES AND IMPROVERS.

—	Wages (see below for Deductions where Board or Lodging is Provided).				—
	Within a radius of 25 miles of the General Post Office, Melbourne; and in the City of Mildura.		In all other parts of Victoria.		
	Males.	Females.	Males.	Females.	
	Per Week of 44 hours.		Per Week of 44 hours.		
	s. d.	s. d.	s. d.	s. d.	
Improvers employed in the bar—					PROPORTION (IN ANY PLACE). MALES OR FEMALES.
18 years of age or under ..	75 0	..	75 0	..	*Apprentices.*
19 years of age	82 6	..	82 6	..	
20 years of age	97 0	..	97 0	..	
Apprentices and all other Improvers—					One apprentice to every three or fraction of three workers receiving not less than the minimum wage.
16 years of age or under ..	48 6	71 9	42 0	68 6	
17 years of age	58 0	71 9	51 6	68 6	
18 years of age	65 0	71 9	57 0	68 6	*Improvers.*
19 years of age	75 6	71 9	65 6	68 6	
20 years of age	91 6	71 9	81 6	68 6	Such number of improvers as shall not, together with apprentices, exceed, in the aggregate, one to every three or fraction of three adult weekly workers receiving not less than the minimum wage.
Deductions from the above rates when the employee is supplied, by the employer, with board or lodging as follows:—		Deductions per week.			
Board of three meals on each day	13 5	13 5	12 3	12 3	
Board of three meals on each day other than the employee's weekly day off	11 6	11 6	11 6	11 6	
Lodging	4 9	4 9	4 9	4 9	

OTHER EMPLOYEES.

	Wages (see below for Deductions where Board or Lodging is Provided).			
	Within a radius of 25 miles of the General Post Office, Melbourne, within a radius of 5 miles of the principal Post Office at Geelong, and in the City of Mildura.		In all other parts of Victoria.	
	Males.	Females.	Males.	Females.
	Per Week of 44 Hours.	Per Week of 44 Hours.	Per Week of 44 Hours.	Per Week of 44 Hours.
	s. d.	s. d.	s. d.	s. d.
Barman	126 6	..	123 6	..
Cellarman	137 6	..	134 6	..
Assistant Cellarman	126 6	..	123 6	..
Steward	126 6	..	123 6	..
Barmaids	..	126 6	..	123 6
First cook where number of persons employed in kitchen is—				
Eight or more	162 6	112 3	159 6	109 3
Five, six, or seven	145 0	92 3	142 0	89 3
Three or four	139 0	85 3	136 0	82 3
Other first cooks, or cook employed alone	133 0	84 3	130 0	81 3
Second cook where number of persons employed in kitchen is—				
Eight or more	145 0	92 3	142 0	89 3
Five, six, or seven	133 0	84 3	130 0	81 3
Other second cooks	127 0	80 3	124 0	77 3
Night or relieving cook where number of persons employed in kitchen is—				
Eight or more	145 0	92 3	142 0	89 3
Five, six, or seven	133 0	84 3	130 0	81 3
Other night or relieving cooks	127 0	80 3	124 0	77 3
Larder cook	130 0	80 3	127 0	77 3
Pastrycook	133 0	80 3	130 0	77 3
Stove, grill, fish, third or breakfast cook	127 0	76 3	124 0	73 3
Vegetable or assistant cook	125 0	74 3	122 0	71 3
Oysterman	121 0	..	118 0	..
Pantryman or kitchenman	121 0	..	118 0	..
Storeman	123 6	..	120 6	..
Head waiter	126 6	..	123 6	..
Other waiters	121 0	..	118 0	..
Night porter	121 0	..	118 0	..
Day porter	121 0	..	118 0	..
Billiard-room attendant	121 0	..	118 0	..
Commissionaire or messenger	121 0	..	118 0	..
Housekeeper, stewardess, or manageress	..	87 9	..	84 9
Laundress	..	76 3	..	73 3
Head waitress	..	76 3	..	73 3
Other waitresses	..	72 3	..	69 3
Pantrymaid or kitchenmaid	..	73 3	..	70 3
Housemaid	..	73 3	..	70 3
Persons not otherwise provided for	121 0	73 3	118 0	70 3
Deductions from the above rates when the employee is supplied by the employer with board or lodging as follows—		Deductions	per week.	
Board of three meals on each day	13 5	13 5	12 3	12 3
Board of three meals on each day other than on the employee's weekly day off	11 6	11 6	11 6	11 6
Lodging	4 9	4 9	4 9	4 9
		Per week of 20 hours		Per week of 20 hours
Midday waitress or midday kitchenmaid or pantrymaid (employed only between 11.40 a.m. and 3 p.m.)	..	42 6	..	39 6

NOTE.—A copy of this Determination shall be displayed at or near the entrance of every establishment where the Determination of this Wages Board applies.

Under the provisions of Section 7 of the Factories and Shops Act 1936 (No. 4461) every employer of any employee in any hotel is required to keep a time-book in the prescribed form wherein each employee shall enter daily a record of the hours worked.

OVERTIME.

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

(a) Persons employed in the bar—

For all work done outside a period of 11 hours per day from the time of their beginning to the time of their ending work or in excess of 9 hours in any one day	Time and a half	Calculated on the rates fixed without board and lodging.
For all work done in any week (within a period of 11 hours per day from the time of their beginning to the time of their ending work) in excess of the maximum number of hours fixed as a week's work	Time and a half	

(b) All other persons—

For all work done outside a period of 13 hours per day from the time of their beginning to the time of their ending work or in excess of 10 hours in any one day	Time and a half	Calculated on the rates fixed without board and lodging.
For all work done in any week (within a period of 13 hours per day from the time of their beginning to the time of their ending work) in excess of the maximum number of hours fixed as a week's work	Time and a half	

TERMS OF EMPLOYMENT.

4. All employees (other than casual employees) shall be engaged by the week and shall be paid weekly. Except in the case of misconduct by an employee forty-eight hours' notice shall be given by the employer or employee to terminate employment, or in lieu of such notice, two days' wages shall be paid by the employer or forfeited by the employee. When notice of termination of service has been given, employees shall be paid within 24 hours from the expiry of such notice.

CASUAL LABOUR.

5. Casual employee shall mean and be deemed to be any employee engaged for less period than the working week of 44 hours on the class of employment for which the casual is employed. This clause shall not apply to employees engaged by the week.

Casual employees shall be paid—

Males .. .. Time and a half with a minimum of 2 hours' work for each engagement.

Females .. .. Time and a half with a minimum of 2 hours' work for each engagement.

Casual employees shall be entitled to all fares exceeding 3d. per day necessarily incurred.

Living in Allowance.

6. No employee shall be compelled to board on the premises where he or she is employed. If the employer desires the employee to board on the premises where he or she is employed, then meals and accommodation shall be provided by the employer without any deduction in wages. If the employer and employee mutually agree that meals and accommodation shall be provided the amounts to be deducted shall be those set out in clause 2.

Holidays and Leave of Absence.

7. (*a*) All employees shall have a full day off in each week. In addition to such full day any person whether an adult or an improver employed as a cellarman, assistant cellarman, barman, barmaid, or a steward shall have a half holiday on one day in each week, between Monday and Saturday, to commence not later than 1 p.m. on such day, until the following morning.

(*b*) All work performed by employees on New Year's Day, Australia Day, Union Picnic Day, Good Friday, Easter Monday, Anzac Day, King's Birthday, Labour Day, Christmas Day and Boxing Day shall be paid at the rate of time and a half.

(*c*) Employees shall receive two weeks' leave of absence on full pay on completion of twelve calendar months' service. Such leave of absence may be applied for and shall commence at any time within two months after the date of holidays becoming due. A *pro rata* leave of absence on full pay shall be granted to any employee who has worked three months or over.

Sick Leave.

8. Any employee, other than a casual, who has been in the service of the same employer continuously, shall be allowed one week's sick leave on full pay annually. Such sick leave shall be inoperative for the first three months of employment. On completion of three months and up to six months of employment three days' sick leave on full pay shall be allowed. After six months' service the full period of one week on full pay shall be operative: Provided that not more than one week shall be allowed for each year of service.

Provided further that any claim made for sick leave shall be supported by evidence satisfactory to the employer that the employee is unable to work because of personal ill-health; but in the event of a continuous period of six days' sick leave being required, a medical certificate shall be furnished, the cost of such certificate to be borne by the employer.

"Any employer taking over a business shall be responsible for all sick leave covered by the period of employment of each employee who was employed by a predecessor in the business."

This clause shall be deemed to have come into effect on the 1st July, 1946.

Definitions.

9. (*a*) "Barman" or "Barmaid" shall mean and be deemed to be a person usually employed for more than two hours in any one day or night, in the sale of liquor, over the bar, either wholesale or retail, in any hotel or other licensed premises.

(*b*) "Cellarman" is an employee in charge of, responsible for and substantially engaged in looking after the contents of the cellar of an hotel.

(*c*) "Assistant Cellarman" shall mean and be deemed to be a person who is substantially engaged in working in the cellar of an hotel.

NOTE.—Attention is drawn (subject to the provisions of the Factories and Shops Acts) to the employment of females as barmaids in hotels pursuant to National Security (Employment of Women) Regulations.

The Women's Employment Board on 8th September, 1942, on the application of the United Licensed Victuallers Association (Victorian Branch) approved and laid down the conditions in respect to the employment of females not under 35 years of age as barmaids in hotels.

Extracts of the decisions of the Board are given herein :—

That females may be employed on the said work.

That the hours during which females may be employed on such work shall be 10 a.m. to 6 p.m. six days per week but in no event shall the total hours per week exceed 44.

That there shall be no period of probation.

That this decision shall bind the applicant and the Federated Liquor and Allied Trades Employees' Union and its members.

That the period of employment of extra females in bars (excluding those at present employed and registered with the State Government) shall be for the duration of the war.

That these employees shall be paid the same rate of wage as men, and this condition shall apply to present registered barmaids as it would be impracticable to differentiate.

That in order to prevent any replacement of existing bar personnel, whether male or female, by the prospective new female employees, there shall be established a Committee comprising an equal number of representatives of employers and employees. The decision of this Committee as to whether an employer may be permitted to engage new female labour shall be final, so far as this Order is made.

All female personnel to be engaged, whether permanently or for casual work, shall before commencing employment become members of the Federated Liquor and Allied Trades Employees' Union.

CLUBS.

10. Apprentices or Improvers.

—	Wages per Week of 44 Hours. Males. Ordinary Wage. s. d.	War Loading. s. d.	Total Wage. s. d.	Females. Ordinary Wage. s. d.	War Loading. s. d.	Total Wage. s. d.	Proportion (in any Place). Males or Females.
							Apprentices.
Under 16 years of age	30 0	1 0	31 0	30 0	1 0	31 0	One apprentice to every three or fraction of three workers receiving not less than the minimum wage.
16 years of age ..	40 0	1 6	41 6	31 6	1 0	32 6	
17 " ..	45 0	1 6	46 6	36 0	1 3	37 3	*Improvers.*
18 " ..	53 0	1 9	54 9	38 6	1 6	40 0	One improver to every four or fraction of four workers receiving not less than the minimum wage.
19 " ..	64 0	2 3	66 3	42 0	1 6	43 6	
20 " ..	84 6	3 0	87 0	48 0	1 9	49 9	

OTHER EMPLOYEES.

—	† WAGES.			
	Within a radius of 25 miles of the General Post Office, Melbourne, the Cities of Bendigo, Ballarat, Geelong, and Warrnambool, and the City of Mildura.		In all other parts of Victoria.	
	Males.	Females.	Males.	Females.
	Per Week of 44 Hours.	Per Week of 44 Hours.	Per Week of 44 Hours.	Per Week of 44 Hours.
	s. d.	s. d.	s. d.	s. d.
Steward	118 6	..	118 6	..
First cook where the number of persons employed in the kitchen is—				
Eight or more	147 6	93 6	147 6	93 6
Five, six, or seven	131 6	81 6	131 6	81 6
Three or four	122 3	79 0	122 3	79 0
Other first cooks or cook employed alone	118 3	79 0	116 6	79 0
Second, or night or relieving cook, when the number of persons employed in the kitchen is—				
Eight or more	127 6	81 6	127 6	81 6
Five, six, or seven	117 6	73 6	117 6	73 6
Less than five	116 0	71 6	114 6	71 6
Larder cook, stove, grill, fish, or breakfast cook	117 6	71 6	117 0	71 6
Pastrycook shall be paid the rates fixed by the Pastrycooks Board				
Sweets cook	118 0	73 6	117 6	73 6
Third cook	116 0	69 0	114 6	69 0
Vegetable or assistant cook	116 6	69 0	116 6	69 0
Oysterman	117 0	..	115 6	..
Pantryman or kitchenman	114 0	..	112 6	..
Storeman	115 6	..	115 6	..
Head waiter	116 0	..	116 0	..
Other waiters	114 0	..	112 6	..
Night porter	114 0	..	112 6	..
Day porter	114 0	..	112 6	..
Billiard-room attendant	114 0	..	112 6	..
Commissionaire or messenger	114 0	..	112 6	..
Housekeeper, stewardess, or manageress	..	79 0	..	79 0
Laundress	..	69 0	..	69 0
Head waitress or supervisor	..	69 0	..	69 0
Other waitresses	..	65 0	..	65 0
Pantrymaid or kitchenmaid	..	65 0	..	65 0
Counterhand	..	65 0	..	65 0
Housemaid	..	65 0	..	65 0
Linen maid or seamstress	..	69 6	..	69 6
Persons not otherwise provided for	114 0	65 0 Per week of 20 hours. Provided that a minimum payment of 15s. shall be paid each week irrespective of the number of hours worked.	112 6	65 0 Per week of 20 hours. Provided that a minimum payment of 15s. shall be paid each week irrespective of the number of hours worked.
Midday waitress or midday kitchenmaid or pantrymaid (employed only between 11.40 a.m. and 3 p.m.)	..	43 0	..	43 0

NOTE.—*War Loading*—For convenience War Loadings as follows:—

Males	4s. per week
Midday waitresses, midday kitchen maids, or pantrymaids	1s. 6d. „
Other females	2s. 6d. „

have been included in wages for employees classified under heading of other employees, but war loadings are not to be taken into account when computing the penal rates payable for overtime or for work done on public holidays stated in clause 15.

NOTE.—A copy of this Determination shall be displayed at or near the entrance of every establishment where the Determination of this Wages Board applies.

† SUBJECT TO:—(*a*) A maximum deduction as for two meals a day being made where an employee commences work at 9 a.m. or later and finishes at 4 p.m. or earlier on the same day or where he or she commences for the day between 1 p.m. and 4 p.m.; and (*b*) a maximum deduction as for one meal a day being made where an employee commences work at or after 4 p.m., the minimum wage shall (except in the case of an apprentice, an improver, a midday waitress, a midday kitchenmaid or pantrymaid, or a casual employee) be, where the employer—

(i) boards the employee and provides three meals per day, one of which shall be a substantial meal, 14s. 10d. per week less

(ii) boards the employee and provides three meals per day where substantial meals are not provided, 9s. 4d. per week less;

(iii) provides only two meals per day for an employee who is employed between 6 a.m. and 3 p.m. or between 11.30 a.m. and 11.45 p.m., 9s. 4d. per week less; or

(iv) boards and lodges the employee, 20s. 1d. per week less.

Notwithstanding any condition in this clause no deduction for meals shall be made for a public holiday when the employee is not required to work on such public holiday.

In computing the amount to be deducted for meals where an employee works for less than six days a week or who is provided with less meals than those provided for in (i), (ii), and (iii) hereof the amount to be allowed as a deduction for each meal shall be one-seventeenth of the amount herein provided for a weekly deduction.

TERMS OF EMPLOYMENT.

11. Employees (other than casual employees, midday waitresses and midday kitchenmaids or pantrymaids) who in any week work for less than 44 hours shall for such week be paid as follows:—

(1) (*a*) For work done during a week in which any of the public holidays mentioned in clause 15 occurs:—

(i) Time and a third for all work done on days other than the public holiday
(ii) The rate fixed in clause 15 for work done on the public holiday

} Provided that the earnings of an employee in any such week shall not exceed ordinary wages rates for an ordinary week's work plus such amount of the special rate fixed in clause 15 as is greater than ordinary time.

(*b*) For work done during any other week.—Time and a third up to but not exceeding ordinary wages rates for an ordinary week's work.

(*c*) Any employee subject to this clause absent from work on any day without the permission of the employer shall only be entitled to receive for such week a *pro rata* payment based on the hours actually worked and the rate provided in clause 10 for a week of 44 hours.

(2) All employees (other than casual employees) whose services are not required on any holiday mentioned in clause 15 shall be entitled to such holiday without deduction of pay. Such employees shall not be required to make up time lost through such holiday which shall be deemed to be of 8 hours and any employees who are required to work:—

(*a*) In excess of 28 hours in any week in which two holidays occur .. .. } shall be paid for such excess at
(*b*) In excess of 36 hours in any week in which one holiday occurs .. .. } the rate of time and a half.

OVERTIME.

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

(*a*) Persons employed in the bar—		
For all work done on any day (other than the day locally observed by ordinary shopkeepers as a late trading day) in excess of 10 hours	Time and a half	Calculated on the rates fixed without any deductions for board and/or lodging.
For all work done outside a period of 12 hours per day from the time of their beginning to the time of their ending work	Time and a half	
For all work done in any week (within a period of 12 hours per day from the time of their beginning to the time of their ending work) in excess of the maximum number of hours fixed as a week's work	Time and a half	
(*b*) All other persons—		
For all work done on any day (other than the day locally observed by ordinary shopkeepers as a late trading day) in excess of 10 hours	Time and a half	Calculated on the rates fixed without any deductions for board and/or lodging.
For all work done outside a period of 13 hours per day from the time of their beginning to the time of their ending work	Time and a half	
For all work done in any week (within a period of 13 hours per day from the time of their beginning to the time of their ending work) in excess of the maximum number of hours fixed as a week's work	Time and a half	

CASUAL LABOUR.

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

	Per Hour. s. d.	
Males	3 10	With a minimum payment for 4 hours for work done on any one day.
Females	2 9	

TRAVELLING.

14. The special rate to be paid to employees who work away from their employer's place of business for time occupied in travelling between the employer's place of business and work, or between the employee's residence and work shall be 2s. per hour.

SPECIAL RATES.

15. The special rates payable to persons for work done on New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Melbourne Cup Day, Christmas Day, and Boxing Day shall be time and a half, calculated on the rates fixed without board and lodging; but if any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays, the special rate shall only be payable for work done on the day so substituted.

UNIFORMS.

16. Where any female employee is required by the employer to wear a uniform (other than a black uniform) such uniform shall be provided and laundered by the employer free of cost to the employee.

ANNUAL HOLIDAYS.

17. The annual holidays for employees covered by this Determination shall be in accordance with the provisions, as may be amended from time to time, of the *Factories and Shops* (*Annual Holidays*) *Act* 1946.

SICK LEAVE.

18. (*a*) Any employee who has been in the employment of the same employer for a period of not less than six months and who does not attend for duty shall lose his or her pay for the actual time lost unless such employee produces or forwards within 24 hours of the commencement of such absence evidence satisfactory to the employer that his or her non-attendance was due to personal ill-health or accident necessitating such absence, but such employee shall not be entitled to payment for non-attendance on the ground of personal ill-health or accident for more than 44 hours of working time in each year of service or a proportionately less time during any shorter period of employment.

(*b*) Notwithstanding the provisions of sub-clause (*a*) hereof, if the full period of sick leave as prescribed above is not taken in any year, such portion as is not taken shall be cumulative from year to year up to a period not exceeding 132 hours of working time, which shall be the maximum amount of leave to which an employee shall be entitled in any year of service without deduction of pay.

For the purposes of this sub-clause, service prior to the 4th July, 1946, shall be disregarded.

DEFINITIONS.

19. (*a*) "Sweets Cook" shall include any person manufacturing cakes or pastry for meals supplied by the employer.

(*b*) "Substantial Meal."—A substantial meal shall consist of food comprising soup, entrée, or joint, vegetables and sweets, and on Fridays, a choice of fish.

(*c*) "Full Pay" shall mean the rate prescribed in the Determination for the class of work performed, without any deductions whatever.

(*d*) Storeman shall mean an employee continuously engaged in storing, checking, tallying, or handling stores.

(*e*) Linen maid or seamstress shall mean a female employee who makes and/or repairs linen, uniforms, or furnishings for use in the club concerned.

UNION OFFICIALS RIGHT OF ENTRY.

20. Any official of the Federated Liquor and Allied Trades Employees Trades Union of Australasia authorized in writing by the Secretary for Labour shall have the right to enter any establishments or premises covered by this Determination in order to inspect time-sheets and to interview employees on any matter connected with their employment. Such accredited official before entering such establishment or premises shall produce the authority in writing mentioned on a demand by an employer or his representative for such production.

TERMINATION OF EMPLOYMENT.

21. Employees (other than Casual Employees) shall, except in a case of misconduct by either employer or employee, give or receive two days' notice of termination of employment, or in lieu of such two days' notice one third of the weekly rate fixed for the class of work performed by the employee shall be paid by the employer or forfeited by the employee, but such notice shall not be required from an employee who terminates employment because of his or her illness or injury.

RESTAURANTS, COFFEE PALACES, EATING-HOUSES, AND ALL OTHER PLACES EXCEPT HOTELS AND CLUBS.

22. (a) APPRENTICES OR IMPROVERS.

	Wages per week of 44 hours.											
	Males.						Females.					
	Ordinary Wage.		War Loading.		Total Wage.		Ordinary Wage.		War Loading.		Total Wage.	
	s.	d.	s.	d.	s.	d.	s.	d.	s.	d.	s.	d.
Under 16 years of age	30	0	1	0	31	0	29	6	1	0	30	6
16 years of age ..	40	0	1	6	41	6	30	0	1	0	31	0
17 " ..	44	6	1	6	46	0	34	6	1	3	35	9
18 " ..	52	0	2	0	54	0	38	0	1	6	39	6
19 " ..	63	6	2	3	65	9	41	6	1	6	43	0
20 " ..	83	0	3	0	86	0	47	0	1	9	48	9

PROPORTION (IN ANY PLACE).

MALES OR FEMALES.

Apprentices.

One apprentice to every three or fraction of three workers receiving not less than the minimum wage.

Improvers.

One improver to every four or fraction of four workers receiving not less than the minimum wage.

(b) ADULTS.

Barmen, Cellarmen, Assistant Cellarmen, and Barmaids.

—	Wages.			
	Within a radius of 25 miles of the General Post Office, Melbourne, within a radius of 5 miles of the principal Post Office at Geelong, and in the City of Mildura.		In all other parts of Victoria.	
	Males.	Females.	Males.	Females.
	Per Week of 44 Hours.	Per Week of 44 Hours.	Per Week of 44 Hours.	Per Week of 44 Hours.
	s. d.	s. d.	s. d.	s. d.
Barman, cellarman, or assistant cellarman (employed in or in connexion with wine saloons) shall be paid the rates and be subject to the conditions provided for such employees in the Hotels Section of this Determination	..	..	..	..
Barmaids (employed in or in connexion with wine saloons) shall be subject to the conditions provided by Clauses 3 to 9 inclusive in the Hotels Section of this Determination	..	87 3	..	84 3
Deductions from barmaids' rates when the employee is supplied by the employer with board or lodgings as follows—		Deductions per week.		
Board of three meals on each day	..	13 5	..	12 3
Board of three meals on each day other than on the employee's weekly day off	..	11 6	..	11 6
Lodging	..	4 9	..	4 9

OTHER EMPLOYEES.

—	† Wages.			
	Within a radius of 25 miles of the General Post Office, Melbourne.		In all other parts of Victoria.	
	Males.	Females.	Males.	Females.
	Per week of 44 hours.	Per week of 44 hours.	Per week of 44 hours.	Per week of 44 hours.
	s. d.	s. d.	s. d.	s. d.
First cook where the number of persons employed in the kitchen is—				
Eight or more	144 6	93 0	144 6	93 0
Five, six, or seven	129 0	79 6	129 0	79 6
Three or four	120 9	77 0	120 9	77 0
Other first cooks or cook employed alone ..	118 6	77 0	116 3	77 0
Second cook where the number of persons employed in the kitchen is—				
Eight or more	124 6	79 6	124 6	79 6
Five, six, or seven	114 6	71 9	114 6	71 9
Other second cooks	114 6	69 6	113 0	69 6
Night or relieving cook	114 9	69 6	112 9	69 6
Larder, stove, grill, fish, or breakfast cook ..	116 0	69 6	114 0	69 6
Pastrycook shall be paid the rates fixed by the Pastrycooks Board				
Sweets cook	116 0	70 3	114 3	70 3
Third cook	114 6	67 6	112 9	67 6
Vegetable or assistant cook	113 6	67 6	112 3	67 6
Oysterman	114 0	..	114 0	..
Pantryman or kitchenman	111 0	..	109 0	..
Storeman or storewoman	116 0	68 0	116 0	68 0
Head waiter	114 9	..	114 9	..
Other waiters	111 0	..	109 0	..
Night porter	111 0	..	109 0	..
Day porter	111 0	..	109 0	..
Billiard-room attendant	111 0	..	109 0	..
Commissionaire or messenger	111 0	..	109 0	..
Housekeeper or stewardess	..	77 0	..	77 0
Laundress	..	67 6	..	67 6
Head waitress or supervisor	..	67 6	..	67 6
Other waitresses	..	64 0	..	64 0
Pantrymaid or kitchenmaid	..	64 0	..	64 0
Fruit juice, flavour, or soda fountain hand ..	..	67 0	..	67 0
Counterhand (other than a soda fountain hand as defined)	..	64 0	..	64 0
Housemaid	..	64 0	..	64 0
Linen maid or seamstress	..	69 6	..	69 6

RESTAURANTS, COFFEE PALACES, EATING-HOUSES, AND ALL OTHER PLACES EXCEPT HOTELS AND CLUBS—*continued.*

OTHER EMPLOYEES—*continued.*

—	† WAGES.			
	Within a radius of 25 miles of the General Post Office, Melbourne.		In all other parts of Victoria.	
	Males.	Females.	Males.	Females.
	Per Week of 44 Hours.	Per Week of 44 Hours.	Per Week of 44 Hours.	Per Week of 44 Hours.
	s. d.	s. d.	s. d.	s. d.
Persons not otherwise provided for	111 0	64 0 Per week of 20 Hours. Provided that a minimum payment of 15s. shall be paid each week irrespective of the number of hours worked.	109 0	64 0 Per week of 20 Hours. Provided that a minimum payment of 15s. shall be paid each week irrespective of the number of hours worked.
Midday waitress or midday kitchenmaid or pantrymaid (employed only between 11.40 a.m. and 3 p.m.)	.	43 0	..	43 0

NOTE.—WAR LOADINGS: For convenience War Loadings as follows:—

Males	4s. 0d. per week
Midday waitresses, midday kitchenmaids or pantrymaids	1s. 6d. „
Other females	2s. 6d. „

have been included in wages for employees classified under heading of other employees, but war loadings are not to be taken into account when computing the penal rates payable for overtime or for work done on public holidays stated in clause 29.

NOTE.—A copy of this Determination shall be displayed at or near the entrance of every establishment where the Determination of this Wages Board applies.

Under the provisions of Section 7 of the Factories and Shops Act 1936 (No. 4461) every employer of any employee in any restaurant is required to keep a time-book in the prescribed form wherein each employee shall enter daily a correct record of the hours worked. Any employer or employee who commits a breach of this section is liable to a penalty not exceeding £2.

†SUBJECT TO—(*a*) A maximum deduction as for two meals a day being made where an employee commences work at 9 a.m. or later and finishes at 4 p.m. or earlier on the same day, or he or she commences work for the day between 1 p.m. and 4 p.m.; and (*b*) A maximum deduction as for one meal a day being made where an employee commences work for the day at or after 4 p.m., the minimum wage shall (except in the cases of barmaids or of employees working for an employer who carries on the business of a Restaurant, Dining Room, Eating House, or Cafeteria in connexion with a Departmental Store or Emporium, and of an apprentice, an improver, a midday waitress, a midday kitchenmaid or pantrymaid, or a casual employee, working in other places) be, where the employer—

(i) boards the employee and provides three meals per day, one of which shall be a substantial meal, 13s. 6d. per week less;
(ii) boards the employee and provides three meals per day, where substantial meals are not provided, 9s. per week less;
(iii) provides only two meals per day for an employee who is employed between 6 a.m. and 3 p.m. or between 11.30 a.m. and 11.45 p.m., 9s. per week less; or
(iv) boards and lodges the employee, 18s. 8d. per week less.

Notwithstanding any condition in this clause no deduction for meals shall be made for a public holiday when the employee is not required to work on such public holiday.

In computing the amount to be deducted for meals where an employee works for less than six days a week or who is provided with less meals than those provided for in sub-clauses (i), (ii), and (iii) hereof the amount to be allowed as a deduction for each meal shall be one-seventeenth of the amount herein provided for a weekly deduction.

TERMS OF EMPLOYMENT.

23. Employees (other than casual employees, midday waitresses, and midday kitchenmaids or pantrymaids), who in any week work for less than 44 hours shall for such week be paid as follows:—

(1) (*a*) For work done during a week in which any of the public holidays mentioned in clause 29 occurs:—

(i) Time and a third for all work done on days other than the public holiday
(ii) The rate fixed in clause 29 for work done on the public holiday

Provided that the earnings of an employee in any such week shall not exceed ordinary wages rates for an ordinary week's work plus such amount of the special rate fixed in clause 29 as is greater than ordinary time.

(*b*) For work done during any other week:—Time and a third up to but not exceeding ordinary wages rates for an ordinary week's work.

(*c*) Any employee subject to this clause absent from work on any day without the permission of the employer shall only be entitled to receive for such week a *pro rata* payment based on the hours actually worked and the rate provided in clause 22 for a week of 44 hours.

(2) All employees (other than casual employees) whose services are not required on any holiday mentioned in clause 29 shall be entitled to such holiday without deduction of pay. Such employees shall not be required to make up time lost through such holiday which shall be deemed to be of 8 hours, and any employees who are required to work:—

(*a*) In excess of 28 hours in any week in which two holidays occur .. ..
(*b*) In excess of 36 hours in any week in which one holiday occurs .. ..

Shall be paid for such excess at the rate of time and a half.

OVERTIME.

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

(*a*) Persons employed in wine saloons—		
For all work done on any day (other than the day locally observed by ordinary shopkeepers as a late trading day) in excess of 10 hours	Time and a half	Calculated on the rates fixed without any deductions for board and/or lodging.
For all work done outside a period of 11 hours per day from the time of their beginning to the time of their ending work	Time and a half	
For all work done in any week (within a period of 11 hours per day from the time of their beginning to the time of their ending work) in excess of the maximum number of hours fixed as a week's work	Time and a half	
(*b*) All other persons—		
For all work done on any day (other than the day locally observed by ordinary shopkeepers as a late trading day) in excess of 10 hours	Time and a half	Calculated on the rates fixed without any deductions for board and/or lodging.
For all work done outside a period of 13 hours per day from the time of their beginning to the time of their ending work	Time and a half	
For all work done in any week (within a period of 13 hours per day from the time of their beginning to the time of their ending work) in excess of the maximum number of hours fixed as a week's work	Time and a half	

FEMALES EMPLOYED ON BROKEN NIGHT SHIFT.

25. Any female required to resume work at 10 p.m. or later after having been stood down earlier in such day (except for a meal interval not exceeding 40 minutes) shall be paid for all work done between 8 p.m. and midnight at the rate of 2s. per hour.

FEMALES EMPLOYED AFTER MIDNIGHT.

26. Females (other than casuals) required to do any work between midnight and 6 a.m. shall be paid for such work at the rate of double time.

CASUAL LABOUR.

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

(a) All casual workers other than those employed by caterers—

—	For the first 5 hours' work done on any one day.	Thereafter.	—
	Per Hour.	Per Hour.	
	s. d.	s. d.	
Males	3 3	2 5	With a minimum of 3 hours' pay for work done on any one day.
Females	2 5	1 10	With a minimum of 3 hours' pay for work done on any one day.

(b) Casual workers employed in the business of a caterer—

Persons employed on racecourses—

Barmen .. .. 5s. 2d. per hour
All others—
Males .. .. 4s. 4d. per hour
Females .. .. 2s. 9d. per hour
Persons employed on show grounds, picnic grounds, or recreation grounds—
Males .. .. 4s. 4d. per hour
Females .. .. 2s. 9d. per hour

} With a minimum of 4 hours' pay for work done on any one day.

Persons employed on a shop day (i.e., persons employed preparing for a function on the day before such function or cleaning up on the day after such function)—

(i) For a function held on a racecourse, showground, picnic ground, or a recreation ground—
Males .. .. 29s. 10d. per day of 8 hours.
Females .. .. 20s. 1d. per day of 8 hours.

(ii) For a function other than a function provided for in sub-clause (i)—
Males .. .. 3s. 4d. per hour with a minimum payment for 5 hours on any day.
Females .. .. 2s. 5d. per hour with a minimum payment for 5 hours on any day.

Where the employer does not provide a midday meal for a casual worker employed on a shop day such worker shall be paid 1s. per day extra.

All others—

—	For the first 5 hours' work done on any one day.	Thereafter.
	Per Hour.	Per Hour.
Males ..	3s. 3d.	2s. 7d.
Females ..	2s. 5d.	1s. 11d.

With a minimum for each day as follows:—
For employees who work at any function which takes place between 12.30 p.m. and 3 p.m. or between 5.30 p.m. and 8 p.m. on any day—
Males .. .. 9s. 0d.
Females .. .. 7s. 1d.
For any other employee .. .. .. 4 hours' pay

(c) Notwithstanding any provision in sub-clauses (a) and (b) hereof the minimum payment for employees who work only during a theatre interval, viz., between 8.45 p.m. and 10.15 p.m. for a period not exceeding one hour shall be 3s. for each day.

TRAVELLING.

28. The special rate to be paid to employees who work away from their employer's place of business for time occupied in travelling between the employer's place of business and work, or between the employee's residence and work, shall be 2s. per hour.

SPECIAL RATES.

29. The special rate to be paid to casual workers employed in the business of a caterer for work done on Sunday, Good Friday, or Christmas Day shall be double time, and the special rate to be paid to all other employees for work done on New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Melbourne Cup Day, Christmas Day, and Boxing Day shall be time and a half, calculated on the rates fixed without board and lodging; but if any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays the special rate shall only be payable for work done on the day so substituted.

UNIFORMS.

30. Where any female employee is required by the employer to wear a uniform (other than a black uniform) such uniform shall be provided and laundered by the employer free of cost to the employee.

ANNUAL HOLIDAYS.

31. The annual holidays for employees covered by this Determination shall be in accordance with the provisions, as may be amended from time to time, of the *Factories and Shops (Annual Holidays) Act* 1946.

SICK LEAVE.

32. (a) Any employee who has been in the employment of the same employer for a period of not less than six months and who does not attend for duty shall lose his or her pay for the actual time lost unless such employee produces or forwards within 24 hours of the commencement of such absence evidence satisfactory to the employer that his or her non-attendance was due to personal ill-health or accident necessitating such absence, but such employee shall not be entitled to payment for non-attendance on the ground of personal ill-health or accident for more than 44 hours of working time in each year of service or a proportionately less time during any shorter period of employment.

(b) Notwithstanding the provisions of sub-clause (a) hereof, if the full period of sick leave as prescribed above is not taken in any year, such portion as is not taken shall be cumulative from year to year up to a period not exceeding 132 hours of working time, which shall be the maximum amount of leave to which an employee shall be entitled in any year of service without deduction of pay.

For the purposes of this sub-clause, service prior to the 4th July, 1946, shall be disregarded.

DEFINITIONS.

33. (*a*) "Sweets cook" shall include any person manufacturing cakes or pastry for meals supplied by the employer.

(*b*) "Substantial meal" shall consist of food comprising soup, entrée, or joint, vegetables and sweets, and on Fridays, a choice of fish.

(*c*) Full pay shall mean the rate prescribed in the Determination for the class of work performed without any deductions whatever.

(*d*) Departmental store or emporium shall mean an establishment where more than one class of business is carried on, and where under section 83 of the Factories and Shops Acts such establishment is required to close at the hours prescribed by such section.

(*e*) Linen maid or seamstress shall mean a female employee who makes and/or repairs linen, uniforms, or furnishings for use in connexion with a business covered by this Determination.

(*f*) Fruit juice, flavour, or soda fountain hand shall mean a female employee who as required prepares fruit juices and/or flavours.

(*g*) Storeman or storewoman shall mean an employee continuously engaged in storing, checking, tallying, or handling stores.

TERMINATION OF EMPLOYMENT.

34. Employees (other than casual employees) shall except in a case of misconduct by either employer or employee, give or receive two days' notice of termination of employment, or in lieu of such two days' notice one third of the weekly rate fixed for the class of work performed by the employee shall be paid by the employer or forfeited by the employee, but such notice shall not be required from an employee who terminates employment because of his or her illness or injury.

UNION OFFICIALS RIGHT OF ENTRY.

35. Any official of the Federated Liquor and Allied Trades Employees Trades Union of Australasia authorized in writing by the Secretary for Labour shall have the right to enter any establishments or premises covered by this Determination in order to inspect time-sheets and to interview employees on any matter connected with their employment. Such accredited official before entering such establishment or premises shall produce the authority in writing mentioned on a demand by the employer or his representative for such production.

ACCOMMODATION.

36. Adequate accommodation apart from rooms to which the public have access shall be provided for dressing, and reasonable accommodation shall be provided for employees to have their meals.

PERIODICAL ADJUSTMENT OF WAGES.

37. The wages rates for adult males and barmaids set out in clause 2, and for adult males set out in clauses 10 and 22 (*b*) are based upon the following basic wage rates and pursuant to the provisions of section 21 of the *Factories and Shops Act* 1934 shall be automatically adjusted as prescribed by clause 38. Provided that the rates of £1 16s. 6d. or more for female employees shall be increased or decreased by half the amount of such increase or decrease in the basic wage.

Provided further that the amounts of the rates of male improvers or juniors and at rates of less than £1 16s. 6d. for female employees shall be adjusted proportionately to adjustments of the basic wage calculated to the nearest 6d., any broken part of 6d. in the result not exceeding 3d. to be disregarded.

Basic Wage.

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

ADJUSTMENT OF BASIC WAGE.

38. (*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 37.

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

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

J. V. WILLOX, Secretary.

Melbourne, 21st July, 1947.

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

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