



VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 412]

TUESDAY, OCTOBER 14.

[1947

Factories and Shops Acts.

DETERMINATION OF THE MUSICIANS 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 as a player of any musical instrument" has made the following Determination namely:—

1. That as from the beginning of the first pay period to commence on or after the 8th May, 1947, the last previous Determination of this Board shall be revoked and replaced by this Determination.

WAGES.

2. (A) GRAND OPERA, GRAND BALLET, CONCERTS, OR RELIGIOUS PERFORMANCES.

Weekly Employees.

(A1) For the purpose of this sub-clause (A) a week's work shall be deemed to consist of seven performances, namely, six at night and one matinee, or, at the option of the employer, of any performances and/or rehearsals to the aggregate number of seven, in either case all such seven to be held within seven consecutive days and none on Sunday.

	£	s.	d.
(A2) Leaders—			
(i) Week's work	10	11	0
(ii) Each performance not included in week's work	1	6	11 extra
(A3) Principals—			
(i) Week's work	8	11	0
(ii) Each performance not included in week's work	1	1	6 extra
(A4) Other performers—			
(i) Week's work	7	11	0
(ii) Each performance not included in week's work	0	18	10 extra

Casual Employees.

(A5) Leaders—each performance	1	17	3
(A6) Principals—each performance	1	10	8
(A7) Other performers—each performance	1	7	6

(B) GENERAL THEATRICAL ENTERTAINMENTS, INCLUSIVE OF PANTOMIME, VARIETY SHOW, VAUDEVILLE, REVUE, COMIC OPERA, MUSICAL COMEDY, DRAMA, BURLESQUE, MINSTREL SHOW, AND OTHER ENTERTAINMENTS SIMILAR TO ANY OF THESE NOT ELSEWHERE PROVIDED FOR BY THIS DETERMINATION.

Weekly Employees.

- (B1) For the purpose of this sub-clause (B)—
- (i) A week's work of six performances shall be deemed to consist of six night performances, or, at the option of the employer, of any performances and/or rehearsals to the aggregate number of six, all such performances and/or rehearsals in either case to be held within seven consecutive days and none on a Sunday.
 - (ii) A week's work of twelve performances shall be deemed to consist of two performances on each of six calendar days, or, at the option of the employer, of any performances and/or rehearsals to the aggregate number of two on each of such days, all such twelve performances and/or rehearsals in either case to be held within seven consecutive days and none on a Sunday.

	£	s.	d.
(B2) Week's work of six performances	6	5	6
(B3) Week's work of twelve performances	9	5	6
(B4) Each performance not included in week's work	0	16	2 extra
(B5) Pianist employed additionally for voice trials or similar work 5s. 6d. extra per hour of such work with a minimum payment as for one hour.			

* If employed for any performance or rehearsal under sub-clauses (A) or (B) 10 per cent. to be deducted.

Casual Employees.

	£	s.	d.
(B6) Each performance by any one (other than a pianist playing alone)	1	3	8
(B7) Each performance by pianist playing alone	1	7	6
(B8) Pianist employed only for voice trials and similar work 6s. 6d. per hour with minimum as for one and a half hours.			

*(c) PICTURE SHOWS.**Weekly Employees.*

(c1) For the purpose of this sub-clause (c)—

- (i) A week's work of six performances shall be deemed to consist of six night performances, or, at the option of the employer, of any performances and/or rehearsals to the aggregate number of six, all such six performances and/or rehearsals in either case to be held within seven consecutive days and none on Sunday.
- (ii) A week's work of twelve performances shall be deemed to consist of two performances on each of six calendar days, or, at the option of the employer, of any performances and/or rehearsals to the aggregate number of two on each of such days, all such twelve performances and/or rehearsals in either case to be held within seven consecutive days and none on a Sunday.

	£	s.	d.
(c2) Week's work of six performances	6	2	0
(c3) Week's work of twelve performances	9	2	0
(c4) Each performance not included in a week's work	0	15	0 extra
(c5) Pianist employed additionally for voice trials or similar work 5s. extra per hour of such work with a minimum payment as for one hour.			

Intermittent Weekly Employees.

	£	s.	d.
(c6) One performance per week	1	7	5
(c7) Two performances per week	2	11	1
(c8) Three performances per week	3	9	11
(c9) Four performances per week	4	9	9
(c10) Five performances per week	5	14	0
(c11) Each extra performance over five	0	16	2 extra
(c12) Pianist employed additionally for voice trials or similar work 5s. extra per hour of such work, with a minimum payment as for one hour.			

Casual Employees.

	£	s.	d.
(c13) Each performance	1	4	2
(c14) Pianist employed only for voice trials or similar work 7s. per hour, with a minimum payment as for one and a half hours.			

*(D) STAGE BAND.**Weekly Employees.*

(D1) For the purpose of this sub-clause (D), a week's work shall be deemed to consist of six night performances, or, at the option of the employer, of any performances and/or rehearsals to the aggregate number of six, in either case all such six performances and/or rehearsals to be held within seven consecutive days and none on a Sunday.

	£	s.	d.
(D2) Week's work	4	8	0
(D3) Each performance not included in week's work	0	12	11* extra

Casual Employees.

	£	s.	d.
(D4) Each performance	1	0	5*

*(E) BROADCASTING AND RELAYING.**Weekly Employees.*

(E1) For the purposes of this sub-clause (E), a week's work of 18 or 36 hours shall be deemed to consist of work done in and according to the following manner and conditions, that is to say:—

- (i) In the case of the week's work of 18 hours, 3 hours, and in the case of the week's work of 36 hours, 6 hours is to be the day's work.
- (ii) The work is to be done on each of six days, all within seven consecutive days and none on a Sunday.
- (iii) It is to be done between 12 noon and 12 midnight.
- (iv) The employee is to be off duty for at least one hour between 1 p.m. and 3 p.m., and one hour between 5 p.m. and 7 p.m.
- (v) Each day's work is to be done in separate periods of either 1½ or 3 consecutive hours, chosen at the employer's option.
- (vi) During the second hour of each period of three consecutive hours, the employee is to be allowed an interval of at least ten minutes, which is to be deemed to be time worked.
- (vii) If not more than one-third in all of any one of the said periods of 1½ or 3 hours is used in performances, the employer is to have the right to use one-third of such period for rehearsals.

	£	s.	d.
(E2) Week's work of 18 hours	6	10	6
(E3) Week's work of 36 hours	10	10	6
(E4) Each performance not included in a week's work and not exceeding three hours	0	16	2 extra
(E5) Pianist not member of orchestra employed for accompaniments and occasional solos—			
(i) For 36 hours in a week not including Sunday	7	7	0
(ii) For each hour over 36 in the week	0	6	6 extra

Casual Employees.

	£	s.	d.
(E6) Per hour, with a minimum payment as for three hours—			
(i) Pianist playing alone	0	9	8
(ii) Others	0	8	7

Relaying.

(E7) If the whole or part of any musical performance of employees engaged otherwise than exclusively for broadcasting is broadcast, each of the said employees shall be paid, in addition to his prescribed rate, 5s. 5d.* for each such performance.

* If employed for any performance or rehearsal under sub-clauses (A) or (B) 10 per cent. to be deducted.

† If employed for any performance or rehearsal under sub-clause (A) or (B) 5s. to be deducted.

(F) CIRCUSES.

(f1) Musicians employed in circuses shall be paid at the rate of £7 14s. per week of six performances, which sum is to include all travelling allowances other than fares. Each additional performance shall be paid for at the rate of 16s. 2d. per performance. A casual employee shall be paid at the rate of £1 5s. 3d. per performance.

(f2) The bandmaster shall be paid at the said rates each increased by one-sixth.

(G) BRASS OR REED BANDS.

Casual Employees.

(g1) Each performance not to exceed three hours £ s. d.
.. .. . 0 17 9*

(H) CAFES, HOTELS, RESTAURANTS, AND SIMILAR PLACES.

(h1) For six performances, each not exceeding one hour and being one performance a day £ s. d.
.. .. . 3 2 0
(h2) For twelve performances, being two performances per day, each not exceeding one hour (but such performances on the same day may be grouped as one performance not exceeding two hours) 4 0 6
(h3) For eighteen performances, being three performances per day, each not exceeding one hour (but such performances may be grouped as one performance not exceeding one hour, and one performance not exceeding two hours, or one performance not exceeding three hours) 5 16 6
(h4) For six performances, each not exceeding one and a half hours and being one performance per day 3 2 0
(h5) For twelve performances, being two performances per day, each not exceeding one and one-half hours (but such performances may be grouped as one performance not exceeding three hours) 5 12 0
(h6) For eighteen performances, being three performances a day, each not exceeding one and one-half hours (but such performances may be grouped as one not exceeding one and one-half hours and one not exceeding three hours) 7 12 0
(h7) An employee who has an engagement under (h3) or (h6) may during the period of that engagement be engaged at the following rate :—For six performances after 7.30 p.m., each not exceeding one and one-half hours, and being one performance per night, if by the same employer and at any place within the Metropolitan District as defined in the Factories and Shops Acts 2 9 6
(h8) An employee who has an engagement under (h2) and (h3) may during the period of that engagement be engaged for six performances after 7.30., each not exceeding one and one-half hours per night, if by the same employer and at any place within the Metropolitan District as defined in the Factories and Shops Acts 3 2 0
(h9) An employee who has an engagement under (h1) and (h4) may during the period of that engagement be engaged for six performances after 7.30 p.m., each not exceeding one and one-half hours and being one performance per night if by the same employer and at any place within the Metropolitan District as defined in the Factories and Shops Acts 3 9 0
(h10) For six performances, each not exceeding three hours 5 19 0
(h11) To employees working after 7.30 p.m. and not between the hours of 11 a.m. and 7 p.m.; for six consecutive performances between 7.30 p.m. and 11.30 p.m., not exceeding three consecutive hours 6 5 0
(h12) For an extra performance under (h1) to (h3) not exceeding one hour 0 10 9 extra
(h13) For an extra performance under (h4) to (h6) not exceeding one and one-half hours 0 10 9 extra
(h14) For extra performances under (h10) not exceeding three hours 0 13 5 extra
(h15) The performances for which each of the foregoing rates for weekly employees are prescribed in this sub-clause (H) are performances all held within seven consecutive days and none on a Sunday.
(h16) The performances for which the rates are prescribed in the foregoing sub-clauses (h1) to (h6) inclusive, (h10), (h12), (h13), and (h14) are performances all held between the hours of 11 a.m. and 7.30 p.m.

Casual Employees.

(h17) An employee employed on a week day between 11 a.m. and 7.30 p.m. shall be paid 7s. an hour, with a minimum payment of 17s. 6d. for each performance.

(h18) An employee employed on a week day after 7.30 p.m. shall be paid 8s. 1d. an hour, with a minimum payment of £1 4s. 3d. for each performance.

Playing for Dancing.

(h19) If in any of the preceding cases covered by this sub-clause (H) an employee is required to play for dancing where arrangements are made for dancing by clearing the floor or any portion of same for that purpose, or when dancing is advertised or paid for, he shall be paid in addition to the appropriate rate hereinbefore prescribed a further 10 per cent.

(I) DANCES AND DANCING CLASSES.

Weekly Employees.

(i1) For the purpose of this sub-clause (I)—
(i) A week's work of six performances shall be deemed to consist of one performance not to exceed three consecutive hours on each of six calendar days, all to be given within seven consecutive days, and none on a Sunday.
(ii) A week's work of twelve performances shall be deemed to consist of twelve performances, two on each of six calendar days, each performance not to exceed three consecutive hours, all to be given within seven consecutive days, and none on a Sunday.

(i2) Week's work of six performances done between 9 a.m. and 6 p.m.— £ s. d.
(i) By any one (other than a pianist playing alone) 6 2 0
(ii) By pianist playing alone 6 19 0
(i3) Week's work of six performances done between 6 p.m. and midnight—
(i) By any one (other than a pianist playing alone) 6 7 0
(ii) By pianist playing alone 7 4 0
(i4) Week's work of twelve performances all done between 9 a.m. and 6 p.m.—
(i) By any one (other than by a pianist playing alone) 9 2 0
(ii) By pianist playing alone 10 0 0
(i5) Week's work of twelve performances not all done between 9 a.m. and 6 p.m.—
(i) By any one (other than a pianist playing alone) 9 7 0
(ii) By pianist playing alone 10 5 0
(i6) Each performance on a week day not included in a week's work 0 16 2 extra
(i7) Pianist playing alone on a week day in dancing classes—
(i) For not more than 30 hours in a week 6 2 0
(ii) For each hour over 30 in a week 0 5 5 extra

Casual Employees.

(i8) Performing at a dance on a week day: Per hour with a minimum payment as for three hours— £ s. d.
(i) Pianist playing alone 0 11 10
(ii) Others 0 8 7
(i9) Performing at a dancing class on a week day: Per hour, with a minimum payment as for three hours—
(i) Pianist playing alone 0 7 1
(ii) Others 0 5 11

* If employed for any performance or rehearsal under sub-clauses (A) or (B) 10 per cent. to be deducted.

(J) SKATING RINKS AND OTHER LIKE FORMS OF ENTERTAINMENT NOT ELSEWHERE PROVIDED FOR.

Weekly Employees.

(j1) For the purpose of this sub-clause (j)—

- (i) A week's work of six performances shall be deemed to consist of one on each of six days, each performance not to exceed three consecutive hours in duration, all to be held within seven consecutive days, and none on a Sunday.
- (ii) A week's work of twelve long performances shall be deemed to consist of two performances on each of six calendar days, each performance not to exceed three consecutive hours in duration, all twelve to be held within seven consecutive days, and none on a Sunday.
- (iii) A week's work of twelve short performances shall be deemed to consist of two performances on each of six calendar days, each performance not to exceed two consecutive hours in duration, all twelve to be held within seven consecutive days, and none on a Sunday.
- | | | | |
|--|---|----|---------|
| (j2) Week's work of six performances | £ | s. | d. |
| (j3) Week's work of twelve long performances | 5 | 18 | 0 |
| (j4) Each performance on a week day not included in a week's work of six performances or twelve long performances, and not to exceed three consecutive hours | 0 | 13 | 5 extra |
| (j5) Week's work of twelve short performances in roller skating rinks, performances to be held between 2.30 p.m. and 5 p.m., and between 8 p.m. and 10.30 p.m. | 6 | 12 | 0 |
| (j6) Each performance on a week day in roller skating rink not included in week's work of twelve short performances, and not to exceed two consecutive hours | 0 | 10 | 9 extra |

Casual Employees.

- (j7) Seven shillings and one penny per hour on a week day, with minimum payment as for two hours in roller skating rink and as for three hours in other cases.

(K) PERFORMANCES FOR SUCH DANCING AND FOR OTHER PURPOSES AS ARE NOT ELSEWHERE PRESCRIBED FOR HEREIN.

Casual Employees.

- | | | | |
|---|---|----|----|
| (k1) Pianist playing alone, each performance on a week day, not to exceed three hours in duration .. | £ | s. | d. |
| (k2) Employee (not being pianist playing alone)— | 1 | 15 | 6 |
| (i) Engaged for one performance on a week day not to exceed three consecutive hours in duration, and in this case to be given between 9 a.m. and 11 p.m. .. | 1 | 5 | 10 |
| (ii) Engaged for two such performances to be given on one day, with one hour interval between them for refreshments .. | 1 | 19 | 3 |
| (iii) Engaged for three such performances to be given between 10 a.m. and 10 p.m. on one day, with one hour interval between each two performances for meals .. | 2 | 10 | 0 |

(L) GRAMOPHONE RECORDING.

Casual Employees.

- (l1) To employees not receiving any royalty, 11s. 4d. per hour on week days, with a minimum payment as for two hours.

(M) CONDUCTOR LEADERS.

Weekly or Casual Employees.

- (m1) A conductor leader shall be paid the appropriate rate for a member of the orchestra, with an addition of one-fourth of such rate.

Intermittent Weekly Employees.

- (m2) A conductor leader shall be paid 5s.† extra for each performance.

(N) LEADERS.

Weekly or Casual Employees.

- Where there is a conductor in an orchestra (not being an orchestra to which sub-clause (A) of this clause 2 applies), the leader of such orchestra shall be paid the appropriate rate for a member of the orchestra with an addition of one-sixth of such rate.

(O) ADDITION TO PRESCRIBED RATE IF EMPLOYEE PLAYS ONE OR MORE EXTRA INSTRUMENTS.

Weekly Employees.

- | | | | |
|--|---|----|----------|
| (o1) If any extra instrument supplied by employee: Each performance during week of employment— | £ | s. | d. |
| (i) If three performances or less | 0 | 4 | 4† extra |
| (ii) If four | 0 | 3 | 9† extra |
| (iii) If five | 0 | 3 | 3† extra |
| (iv) If six or more | 0 | 2 | 8† extra |
| (o2) If no extra instrument supplied by employee: For each performance | 0 | 2 | 8† extra |

Casual Employees.

- | | | | |
|---|---|---|----------|
| (o3) If any extra instrument supplied by employee: For each performance | 0 | 5 | 5† extra |
| (o4) If no extra instrument supplied by employee: For each performance | 0 | 3 | 9† extra |

Exceptions.

- (o5) The flute and piccolo are not extra to each other, nor are other instruments extra to each other which the Victorian Branch of the Musicians Union of Australia by its authorized representative and the employer concerned agree are not to be considered extra.

(P) REHEARSALS NOT INCLUDED BY OPTION OF EMPLOYER IN A WEEK'S WORK IN LIEU OF A PERFORMANCE.

- All *Weekly or Casual Employees intended to be employed in a performance for which the rehearsal is held, including Conductor Leader, Leaders, and Principals.*

- | | | | |
|--|---|----|----|
| (p1) In grand opera, and other work comprised in sub-clause (A) of this clause— | £ | s. | d. |
| (i) Commencing before 3 p.m. not to exceed two hours | 0 | 10 | 9 |
| (ii) Commencing before 3 p.m. not to exceed three hours | 0 | 16 | 2 |
| (iii) Commencing at or after 3 p.m. not to exceed two hours | 0 | 13 | 3 |
| (iv) Commencing at or after 3 p.m. not to exceed three hours | 1 | 0 | 2 |
| (p2) In any other work— | | | |
| (i) Commencing before 3 p.m. not to exceed two hours | 0 | 8 | 1† |
| (ii) Commencing before 3 p.m. not to exceed three hours | 0 | 10 | 9† |
| (iii) Commencing at or after 3 p.m. not to exceed two hours | 0 | 10 | 9† |
| (iv) Commencing at or after 3 p.m. not to exceed three hours | 0 | 16 | 2† |
| (p3) In the case of weekly employees the foregoing rates prescribed in this sub-clause are extra rates to be paid in addition to the rates prescribed for the week's work. | | | |

† If employed for any performance or rehearsal under sub-clauses (A) or (B) 10 per cent. to be deducted.

‡ If employed for any performance or rehearsal under sub-clause (B) 10 per cent. to be deducted.

Other Employees.

(P4) Pianist employed only for rehearsals with company or artists in grand opera or any other work comprised in sub-clause (A) hereof—

(i) Weekly employee for 36 hours in a week, excluding Sunday	£	s.	d.
(ii) Weekly employee for each hour over 36 in the week	6	7	0
(iii) Casual employee for each hour on a week day, with a minimum payment as for three hours	0	5	10 extra
(P5) Pianist employed only for rehearsals with company or artists in any general theatrical or other work comprised in sub-clause (B) hereof—				0	4	10
(i) Weekly employee for 36 hours in a week, excluding Sunday	6	2	0
(ii) Weekly employee for each hour over 36 in the week	0	4	10
(iii) Casual employee for each hour on a week day with minimum payment as for three hours	0	4	5

(Q) ADDITION TO PRESCRIBED RATES FOR PERFORMING OUTSIDE ORCHESTRA PIT OR WELL.*Weekly or Casual Employees.*

(Q1) Where an orchestra is required to perform on the stage in view of the audience—	£	s.	d.
For each musician—per performance	0 2 8† extra
(Q2) Where a musician is required to play in view of the audience either solo or as one of a duet, trio, or otherwise than in the ordinary way as part of a complete orchestra—	0 3 3† extra
For such musician—per performance	0 3 3† extra

(R) ADDITION TO PRESCRIBED RATES WHERE EMPLOYEE SUPPLIES MUSIC.*Weekly Employees.*

(R1) Employee required to supply music	£	s.	d.
.. .. .	0	11	4† extra

Casual Employees.

(R2) Employee so required—per performance	0	3	9† extra
(R3) For any performance commencing at 11 p.m. or after and extending beyond 12 midnight employees shall, notwithstanding anything hereinbefore contained, be paid at double rates, but in respect of such performance clause 11 hereof shall not apply.						

(S) HIGHER DUTIES.

If a musician engaged to do certain work is required to do in lieu thereof other work for which a higher rate is prescribed, he shall be paid for such other work at the higher rate with a minimum payment as for one performance or as for three hours on each occasion on which he is so required.

(T) LOWER RATES MAY BE AGREED TO.

Where the Federal or State Executive of the Musicians Union of Australia agrees with any employer that for special reasons lower rates should be accepted by an employee, rates may be agreed upon between the said Union and Employer.

A written copy of any such agreement, signed by the Secretary of the Union and the Employer concerned, shall be lodged with the Secretary for Labour within 7 days of the making thereof.

TIME OF PAYMENT.

3. (a) In theatres and similar places all moneys payable under this Determination to a weekly or intermittent weekly employee shall be paid not later than the first interval on a Friday in each week, but where it has been customary to pay employees on Saturday, and not on Friday, such moneys shall be paid not later than the first interval on the Saturday night.

(b) If a weekly or intermittent weekly employee's engagement be terminated, all moneys due to him under this Determination shall be paid within 48 hours of the termination.

(c) All moneys due under this Determination to a casual employee shall be paid upon the completion of the work for which he is engaged.

NO DEDUCTION FOR MEALS SUPPLIED.

4. No deduction from any of the payments herein prescribed shall be made for meals supplied by an employer to an employee.

ARRANGING BAND PARTS, ETC.

5. The payments prescribed by this Determination do not include any sums to be paid to a conductor leader or leader, or any other employee for arranging band parts, or doing any orchestration.

TERMINATION AND OTHER INCIDENTS OF EMPLOYMENT.

6. (a) Where an employee is not expressly engaged as a casual employee, he shall be deemed to be engaged as a weekly employee or an intermittent weekly employee (as the case may be).

(b) A casual employee may at any time enter into an agreement with his employer to become a weekly employee, but such agreement shall not affect any casual rates payable by the employer to the employee before such agreement is entered into unless it is entered into within three days of the beginning of his employment as a casual employee, in which case he shall be deemed to have been a weekly employee from such beginning.

(c) Where an employee is required by an employer to go on tour he shall be deemed to be in the employment of the employer at least from the time at which he begins to travel on the tour and to remain in such employment at least until he finishes travelling on his return from the tour, unless in the meantime the employment has been determined legally for malingering, inefficiency, neglect of duty, or misconduct.

(d) The weekly wage prescribed by this Determination shall be paid to each weekly employee or intermittent weekly employee who is ready and willing to perform the work provided for by the Determination during any week whether he is required to perform such work or not, and this provision is to apply to all engagements whether for open-air performances or otherwise.

(e) An employee to become entitled to the wage prescribed for a weekly employee or for an intermittent weekly employee is to perform such of the work provided for as the employer shall from time to time require on the days and during the hours usually worked by the class of employee affected.

(f) A weekly employee or intermittent weekly employee shall be engaged and paid as for at least one week.

(g) The employment of a weekly employee or of an intermittent weekly employee is to be terminated on either side only by a week's notice, either given in writing or plainly posted up on the call board or other place seen by the employees in the ordinary course of their employment, which notice may be given at any time during the week at or before the beginning of work on a day, to expire at the end of the sixth calendar day succeeding such day, or if the sixth day be a Sunday, of the fifth day, and the employee shall only be entitled to payment *pro rata* for the time up to the expiration of the notice.

† If employed for any performance or rehearsal under sub-clauses (A) or (B) 10 per cent. to be deducted.

(h) Where the period of employment of a weekly employee or of an intermittent weekly employee (as the case may be) includes in addition to one or more complete weeks, a part of a week, the weekly employee shall be paid for each whole or fraction of a calendar day included in the part of a week one-sixth of his prescribed weekly wage, and the intermittent weekly employee shall be paid as a casual employee for any work done by him during such part of a week.

(i) Where an employee is engaged as a weekly employee for any fixed number of performances per week, the engagement shall not be altered to a weekly engagement for which a less sum is prescribed, except on a week's notice to the employee.

(j) Nothing in this Determination shall affect any legal right to dismiss without notice any employee whether on tour or not for malingering, inefficiency, neglect of duty or misconduct, and in the case of such dismissal wages and other moneys or allowances due under this Determination shall be payable for the employment up to but not after the time of dismissal.

(k) Notwithstanding anything contained in this Determination, an employer may in the case of any weekly employee deduct payment of wages on any day on which an employee cannot be usefully employed because of—

(i) Any strike.

(ii) Any breakdown of machinery.

(iii) Any stoppage of work unavoidable by the employer other than a stoppage due to weather.

Provided that his sub-clause shall not affect the operation of clause 11 hereof—

(1) Except so far as circus employees are expressly referred to in this Determination their working conditions of employment shall be those now existing in respect of musicians employed in circuses.

DURATION, ETC., OF PERFORMANCES.

7. (a) Except as otherwise provided in this Determination, the duration of performances (with intervals included), so far as covered by the rates of pay prescribed in clause 2, shall not exceed the following times respectively :—

(i) In picture shows, two and three-quarter consecutive hours.

(ii) In circus entertainments, three and one-half hours.

(iii) In general theatrical entertainments, three consecutive hours.

(iv) In skating rinks and other places included in sub-clause (v) of clause 2 and in dancing halls, three consecutive hours.

Provided that if during a performance in talking picture shows the employees are not required to perform for more than two hours in the aggregate, they may be required to work over a spread of three and one-quarter hours.

(b) Where a performance extends in duration to two and one-quarter hours without finishing, an interval of at least ten minutes shall be then allowed, unless it has been previously allowed during the performance, and in either case such interval shall be regarded as time worked.

(c) A performance shall be deemed to have started at the time notified by the employer to the employees as the starting time, or if no such time be notified to have started at the time advertised for starting the performance, but in either case if all the members of the orchestra are not present and ready to start at such time, the performance shall be deemed to start only when the orchestra actually starts playing.

(d) The provisions of this clause apply to all employees whether casual or not unless the contrary intention appears.

DURATION, ETC., OF REHEARSALS.

8. (a) The duration of rehearsals so far as covered by the rates of pay prescribed in clause 2 shall not exceed two hours where the engagement is for a rehearsal not to exceed two hours nor more than three hours in other cases.

(b) Except as otherwise provided herein the said hours shall be consecutive.

(c) If a rehearsal having been begun before 1 p.m. will not be completed by that time, and the musicians engaged therein have previously asked or do then ask that it be adjourned for some specified time not exceeding one hour for luncheon, it shall be adjourned for not less than the specified time and not longer than one hour, but the time of such adjournment shall not for any purpose be counted as time worked by the musicians, and the work done after the adjournment shall for the purpose of payment be treated as if done continuously with that done before the adjournment.

(d) If the actors engaged in a rehearsal with musicians refuse to proceed therewith without an adjournment for luncheon and such adjournment be granted, the time of such adjournment not exceeding one hour to be between noon and 2 p.m., shall not for any purpose be counted as time worked by the musicians, and the work done after the adjournment shall be treated for the purpose of payment as if done continuously with that done before the adjournment.

(e) Where a rehearsal extends in duration to two and a quarter hours without finishing, an interval of at least ten minutes shall be then allowed unless it has been previously allowed during the rehearsal not sooner than one hour after the starting time, and in either case such interval shall be regarded as time worked.

(f) A rehearsal shall be deemed to have started at the time notified by the employer as the starting time, but if all the members of the orchestra are not present and ready to start at such time, the rehearsal shall be deemed to start only when the orchestra actually starts playing.

(g) If an employer requires the orchestra engaged in a matinee performance of a production or any member or members of such orchestra to play over any part or parts of the production for the purpose of rectifying or rearranging any part of the score or performance of the production, the musicians so employed shall, if not kept more than one hour for such purpose, only be entitled to overtime payment as prescribed in clause 10 and not to payment as for a rehearsal.

(h) The ordinary range of hours within which rehearsals are to be held shall be as follows :—

(i) From 10 a.m. to 4 p.m. if held with the actors.

(ii) From 9 a.m. to 3 p.m. if held for a continuous picture show or a picture show giving two performances a day.

(iii) From 3 p.m. to 11 p.m. if the engagement be for a rehearsal commencing at or after 3 p.m.

(iv) From 10 a.m. to 3 p.m. except as otherwise provided herein.

(i) Rehearsals beginning at 9 a.m. for continuous picture shows or picture shows giving two performances a day shall be held in the place where the musician is usually employed or in a place within half a mile thereof, and in the latter case the cost of transferring the double bass and the drums shall be borne by the employer.

(j) The provisions of this clause apply to all employees whether casual or not unless the contrary intention appears.

ABSENCE FROM DUTY.

9. (a) Any weekly employee absent from duty shall lose pay proportionate to the time of such absence unless he produces or forwards to his employer within 24 hours of the commencement of such absence evidence satisfactory to the employer that the absence was reasonable because of either—

(i) any illness of himself due neither to his own default nor to accident arising otherwise than out of and in the course of his employment;

(ii) any bodily injury to himself caused by accident arising out of and in the course of his employment.

(b) The deduction of pay for absence from a night performance or from a performance, period of work, or rehearsal made part of the week's work for which a rate for the week is prescribed shall be proportionate to that rate and the deduction for absence from a performance or a rehearsal not part of a week's work, shall be proportionate to the rate prescribed for that performance or rehearsal.

(c) This clause shall not affect any right of the employer to determine the employment in accordance with clause 6 of this Determination.

OVERTIME PAY AND ALLOWANCES.†

10. (a) Except as otherwise provided in this Determination, any time worked over or outside the prescribed time limit or range of any performance, period of work, rehearsal, or other work or after a break in working time prescribed to be worked consecutively or continuously shall be paid for at the rate of 1s. 4d. for each fifteen minutes or portion thereof up to midnight and 2s. 8d. for each fifteen minutes or portion thereof after midnight.

Provided that in the case of rehearsals commencing before 3 p.m. not to exceed two hours, the payment for any time up to one hour worked over the said two hours shall be at the rate of 1s. instead of the said 1s. 3d.

(b) When the time limit of any performance, period of work, or rehearsal is exceeded by less than five minutes, such excess shall not be counted as overtime worked, but if it is exceeded by five minutes or more sub-clause (a) shall apply in respect of the whole of such excess.

(c) No overtime shall be payable in respect of the first night of a production which is within sub-clause (b) of clause 2, and which continues to be produced at the same theatre for at least six nights, but an alteration in items of a production shall not be regarded as making the first performance of such alteration a first night within this sub-clause.

(d) All time to be paid for under this clause or as overtime under any other part of this Determination shall be computed weekly in the aggregate.

(e) Where a casual employee within sub-clause (π) of clause 2 is employed for a performance exceeding four hours, such employee shall, unless meals are provided be paid not less than 3s. 6d. for refreshment expenses in addition to the other payments prescribed by this Determination.

(f) If any employee mentioned in sub-clause (π) of clause 2 is detained at the place of employment by the employer or his representative after 11.30 p.m. and if so detained until too late to travel by the last tram, train, or vehicle to his or her home, the employer shall provide proper conveyance for the employee so detained, if a female to her home, or if a male to his home if such home is more than a mile from the place of employment.

(g) The provisions of this clause apply to all employees whether casual or not unless the contrary intention appears.

SUNDAYS AND PUBLIC HOLIDAYS.†

11. (a) For any work done on a Sunday payment shall be made at least as follows:—

(i) To weekly and intermittent weekly employees in addition to their prescribed pay for the rest of the week—

(a) For performing otherwise than at a rehearsal, 12s. per hour, with a minimum payment as for two and three quarter hours in picture theatres and three hours elsewhere.

Provided that this provision for a minimum payment does not apply to work continued from Saturday over midnight into Sunday and that work continued from Sunday over midnight into Monday shall for the purpose of this sub-clause be deemed all to be done on the Sunday.

(b) For each rehearsal double the appropriate rates prescribed for work on ordinary days.

(ii) To casual employees double the appropriate rates prescribed for work on ordinary days.

(b) For any work done on Good Friday, Christmas Day, and Labour Day, payment shall be made at least as follows:—

(i) To weekly employees in addition to their appropriate rates prescribed elsewhere herein, if the work be included in the week's work or be covered by the prescribed weekly rate one-sixth of the appropriate weekly rate prescribed in clause 2, and if the work be any performance not so included double the ordinary rate prescribed in clause 2 for a performance not so included.

(ii) To intermittent weekly employees in addition to their appropriate rates prescribed elsewhere herein a further payment ascertained by dividing the appropriate rate prescribed in clause 2 by the number of the performances such rate covers.

(iii) To casual employees double the appropriate rates prescribed for work on ordinary days.

(c) For any work done on other holidays payment shall be made at least as follows:—

(i) To weekly employees in addition to their appropriate rates prescribed elsewhere herein, if the work be included in the week's work or be covered by the prescribed weekly rate, one-twelfth of the appropriate weekly rate prescribed in clause 2 and if the work be any performance not so included one and a half times the ordinary rate prescribed in clause 2 for a performance not so included.

(ii) To intermittent weekly employees in addition to their appropriate rates prescribed elsewhere herein a further payment ascertained by dividing the appropriate rate prescribed in clause 2 by twice the number of the performances such rate covers.

(iii) To casual employees one and one-half times the appropriate rates prescribed for work on ordinary days.

The said other holidays are the days observed as New Year's Day, Australia Day, Easter Monday, Anzac Day, King's Birthday, Boxing Day, and all other days regarded and observed as holidays throughout the State; but where any of the holidays named are observed on different days in different parts of the State, employees shall only be entitled to extra payment from the one employer for work on one of such days in each year.

(cc) Where any of the days specified as holidays in sub-clause (b) or (c) of this clause falls on a Sunday and in consequence a holiday is generally observed on an ordinary week day which would not otherwise be kept as a holiday, work done on such ordinary week day shall be deemed to be done on one of the days to which the said sub-clause (c) applies and shall be paid for accordingly.

(d) Where a weekly employee is employed as such in one or more performances or periods of work on one of the aforesaid holidays at least one performance or period of three hours' work (as the case may be) shall be deemed to be a performance or period included in his week's work, and therefore not an additional or extra performance for which a lower rate is prescribed.

Provided that—

(i) If a night performance or period of three hours occur, it shall be deemed to be the one so included.

(ii) If the week's work consist of twelve performances or twelve periods of three hours or the equivalent thereof, two performances or two such periods, inclusive of the night performance or period of work (if any), shall if occurring on the holiday be deemed to be so included.

(iii) Except as aforesaid none of the said performances shall be deemed to be so included unless the employer so chooses.

(e) In the case of weekly employees (not including intermittent weekly employees) if by reason of any of the aforesaid holidays being a holiday no work is done thereon the prescribed weekly wage shall nevertheless be paid, and such holiday shall be treated for the purpose of sub-clause (A) of clause 2 as if one of the seven performances provided for in that sub-clause had occurred thereon, and for the purpose of the rest of the said clause 2 where 6, 12, 18, or 24 performances are provided for shall be treated as if one-sixth respectively of the number of performances so provided for had occurred thereon, and where no number of performances is provided for shall be treated as if one-sixth of the ordinary amount of work provided for as covered by the weekly wage had been done thereon.

(f) If an employee is required by his employer to travel on a Sunday he shall, unless he is paid in pursuance of this clause for working on the said Sunday, be paid 7s. 6d. therefor.

† If work is in connexion with any performance or rehearsal under sub-clauses (A) or (B) 10 per cent. to be deducted.

TRAVELLING.

12. (a) For all work by an employee to be done outside a 30-mile radius of the city or town where the engagement with him is made, he shall be provided with first class return boat or train accommodation.

(b) Employees when travelling by train at night shall be provided with sleeping accommodation, or if such sleeping accommodation is not provided, shall be paid the sum which is charged to the public by the Railway Department for such sleeping accommodation.

(c) In addition to the rates of pay prescribed by this Determination employees shall be allowed 10s. for each day, including Sunday, such allowance to start upon the first day upon which the employee commences travelling and to continue until the day upon which he ceases travelling:

Provided that—

(i) Where the part spent in travelling of the commencing day and the part so spent of the ceasing day are together not more than 24 hours, 10s. shall be paid for the whole combination of such parts; where they are more than 24, but not more than 36 hours, 15s. shall be paid; and where they are more than 36 hours 20s. shall be paid.

(ii) Where the employee commences and returns from a trip on the same day, 10s. shall be paid in respect of that day.

If travelling is in connexion with any work comprised in sub-clauses (A) or (B) of clause 2, 10 per cent. to be deducted.

(cc) (1) Where an employer engages beforehand with an employee to employ him throughout a continuous period of at least thirteen weeks in one city or town only, and not with a view to the employee working on tour either there or elsewhere, the employee shall be entitled to the allowance under sub-clause (c) hereof for only fourteen days in respect of his stay after his arrival in the said city or town.

(2) Where an employee not engaged with a view to his working on tour has been continuously employed by an employer in one city or town for at least twelve continuous months, this clause 12 shall not apply to him in respect of his return to the place of engagement.

(d) The employer shall transport or pay the reasonable cost of transporting the double bass or drums when they are to be used for the purpose of the employment.

(e) Where an employee is engaged otherwise than as a weekly or intermittent weekly employee, and the ordinary fare for return transit from the post office of the city or town where he is engaged to the place of employment is more than 6d., the employer shall pay the reasonable cost of such return transit.

(f) Where a suggestion is made by or for an employer or proposed employer to a person that the latter will be employed by the former in a certain place if he presents himself there, and such person does so present himself and is employed there, such employee shall receive from the employer all provisions, allowances and payments which would be due under this clause 12 to an employee who is situated in the place where such person is when the suggestion is made and who is definitely engaged by the employer to go from that place and work in the place where such person so presents himself and is employed.

SUPPLY OF UNIFORMS.

13. Where an employee is required to wear special uniform other than evening dress, such uniform shall be supplied by the employer and must be clean and in good condition, and the cost of renovation and similar costs must be paid by the employer.

ACCOMMODATION.

14. (a) The employer shall provide reasonable accommodation, including lavatories, for employees.

(b) There shall be a proper entrance to and exit from the orchestra.

TIME-BOOKS TO BE KEPT, ETC.

15. (a) The employer shall keep a time-book or time-sheet, properly posted in ink, showing the names of and times worked by, each employee, and the wages paid to each employee from week to week.

(b) The time-book or time-sheet, with all the entries therein shall, on demand be produced by the employer for inspection at the place where it is kept, at any time between the hours of 10 a.m. and 1 p.m. during any day except pay day, to an official of the Musicians Union of Australia, who has been authorized in writing to inspect the same by the general secretary or secretary of the State branch of the said Union.

(c) One clear day's notice shall be given to the employer of any intended inspection.

(d) No authority to inspect shall be given by the said Union unless the general secretary or State branch secretary has good reason to suspect that a breach of the Determination has been committed by the employer, whose time-book or time-sheet is to be inspected.

SUB-CONTRACT, ETC.

16. (a) If work of any of the kinds covered by this Determination is done by an employee or arranged to be so done in the interest in any way of an employer, this Determination shall apply to such work, employee or employer, notwithstanding that the employer causes or permits such work to be done for, or through or by means of a contractor or other person, and the employer and employee shall have the same rights and obligations to each other as if they were in respect of such work directly employer and employee.

DEFINITIONS.

17. "Weekly employee" means an employee engaged by the week.

"Intermittent weekly employee" means an employee engaged for performances on all the nights being less than six in the week on which the theatre or place of amusement is regularly opened, and for performances on other stated days or nights in each week as may be agreed upon between the employer and the employee.

"Casual employee" means an employee engaged otherwise than by the week or than as an intermittent weekly employee.

"Orchestra" means an orchestra of three or more players.

"Conductor Leader" means the member of an orchestra who plays and directs the orchestra.

"Leader" is the first or principal violin in an orchestra where there is a conductor.

"Principal." For the purpose of section (A) of clause 2 of this Determination shall mean and include the first of a group of instrumentalists playing one class of instrument or the player of an instrument of which only one is used in the orchestra.

PERIODICAL ADJUSTMENT OF WAGES.

18. Such of the wages rates set out in clause 2 as were based on original amounts set out in the table as shown in clause 19, and a basic wage of 91s. are based upon the following basic wage rates, and, pursuant to the provisions of section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically adjusted as prescribed by clause 19.

Basic Wage.

Place.	Needs Basic Wage (Adjustable).	Loading (Constant).	Total Basic Wage.	Index Number Set Assigned.
	£ s. d.	s. d.	£ s. d.	
Victoria	5 2 0	6 0	5 8 0	Sydney, Melbourne, Brisbane, Adelaide, Hobart (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 November, 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 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.

TABLE.

ORIGINAL INDEX NUMBER DIVISION, 1130-1141 (NEEDS BASIC WAGE 91s.).

Scale of Rates and of Additions or Deductions.					
Original Amounts.					
Column 1.	Column 2.	Column 3.	Column 4.	Column 5.	Column 6.
£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.	£ s. d.
4 11 0	3 9 6	2 16 0	2 13 6	2 0 0	1 1 6
and over	3 12 6	and		and	
	and	2 19 0		2 3 0	
	3 15 0				
By adding or subtracting the amount of the increase or decrease in the needs basic wage	By adding or subtracting $\frac{1}{4}$ of the amount of variation resultant in column 1	By adding or subtracting $\frac{1}{4}$ of the amount of the variation resultant in column 1	By adding or subtracting $\frac{1}{4}$ of the amount of the variation resultant in column 1	By adding or subtracting $\frac{1}{4}$ of the amount of the variation resultant in column 1	By adding or subtracting $\frac{1}{4}$ of the amount of the variation resultant in column 1

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

J. W. RYAN, Secretary.

Melbourne, 28th August, 1947.



VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 413]

TUESDAY, OCTOBER 14.

[1947

Factories and Shops Acts.

DETERMINATION OF THE WATCHMEN'S BOARD.

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

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

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

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

2.

Classes of Employees.	Wages per Week of 48 Hours.					
	Within a Radius of 20 Miles of G.P.O., Melbourne, 10 Miles of G.P.O., Geelong, at Warrnambool, and within Mildura and Gippsland Districts.			Other Parts of Victoria where this Determination applies.		
	Wages.	War Time Loading.	Total.	Wages.	War Time Loading.	Total.
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
Watchman, who in addition to watching, performs manual work not subject to the Determination of any other Wages Board, while performing such work, at the rate of	137 7	3 0	140 7	134 7	3 0	137 7
All others	122 2	3 0	125 2	119 2	3 0	122 2

CASUAL WATCHMEN.

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

OVERTIME.

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

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

EMPLOYMENT FOR LESS THAN FULL WEEK.

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

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

SPECIAL RATES.

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

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

TRAVELLING TIME AND FARES.

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

EMPLOYER PROVIDING OWN BICYCLE.

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

MINIMUM PAYMENT.

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

PAYMENT FOR MEAL TIMES.

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

MEAL ALLOWANCE.

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

ANNUAL HOLIDAYS.

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

SICK LEAVE.

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

(b) Notwithstanding the provisions of sub-clause (a) hereof, if the full period of sick leave as prescribed above is not taken in any year, such portion as is not taken shall be cumulative from year to year up to a period not exceeding 96 hours of working time, which shall be the maximum amount of leave to which an employee shall be entitled in any year without deduction of pay. For the purposes of this sub-clause service prior to 18th November, 1946, shall be disregarded.

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

J. V. WILLOX, Secretary.

Melbourne, 28th August, 1947.



VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 414]

TUESDAY, OCTOBER 14.

[1947

Factories and Shops Acts.

DETERMINATION OF THE SHOPS BOARD No. 6 (CHEMISTS).

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 a shop dispensing, compounding, or selling medicines, drugs, or medicinal preparations" has made the following Determination, namely:—

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

2.

(a) *Apprentices.*

WAGES PER WEEK OF 44 HOURS.				PROPORTION. (In any shop or place.)
	Adjustable Rate.	War Loading (Non-adjustable).	Total Wage.	
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	
1st year	22 0	0 6	22 6	One apprentice to one or more than one worker receiving not less than the minimum wage : Provided that in any shop within the metropolitan district, an additional apprentice who is indentured and has served the first and second years of his apprenticeship outside the said metropolitan district and who is attending lectures at the Victorian College of Pharmacy, may be employed notwithstanding that the proportion of apprentices above fixed is thereby exceeded by one.
2nd „	30 0	0 6	30 6	
3rd „	41 0	1 0	42 0	
4th „	49 6	1 0	50 6	
5th „	74 0	2 0	76 0	

(b) *Juvenile Workers.*

In any pharmacy one Juvenile worker (i.e., a female shop assistant, not engaged in dispensing or compounding medicines, drugs, or medicinal preparations, and who is under 21 years of age), may be employed at the following rates, viz.:—

WAGES PER WEEK OF 44 HOURS.			
	Adjustable Rate.	War Loading (Non-adjustable).	Total Wage.
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
16 years of age	21 0	0 6	21 6
17 years of age	33 0	0 6	33 6
18 years of age	36 0	1 0	37 0
19 years of age	44 0	1 0	45 0
20 years of age	50 6	1 0	51 6

(c) Other Employees.

WAGES PER WEEK OF 44 HOURS.

	MALES.			FEMALES.		
	Adjustable Rate.	War Loading (Non-adjustable).	Total Wage.	Adjustable Rate.	War Loading (Non-adjustable).	Total Wage.
	£ s. d.	s. d.	£ s. d.	£ s. d.	s. d.	£ s. d.
Manager Pharmaceutical Chemist i.e., a qualified pharmaceutical chemist in sole control of a shop and who is responsible for general buying and all necessary business carried out therein	10 2 0	6 0	10 8 0	9 6 9	6 0	9 12 9
Chief Pharmaceutical Chemist i.e., a qualified pharmaceutical chemist who is responsible to the Pharmacy Board, but who is not responsible for general buying or all necessary business carried out in the shop	8 19 0	6 0	9 5 0	8 5 6	6 0	8 11 6
Pharmaceutical Chemist i.e., a qualified pharmaceutical chemist other than a Manager Pharmaceutical Chemist or a Chief Pharmaceutical Chemist	7 16 0	6 0	8 2 0	7 4 3	6 0	7 10 3
Unregistered Pharmaceutical Chemist i.e., a person who has not qualified as a pharmaceutical chemist, but who has completed his or her apprenticeship as recognized by the Pharmacy Board	6 16 0	3 0	6 19 0	6 5 9	3 0	6 8 9
Shop Assistant i.e., a female employee engaged in selling medicines, drugs, or medicinal preparations, but not engaged in dispensing or compounding same	4 2 9	3 0	4 5 9

A relieving Pharmaceutical Chemist called upon to relieve the proprietor or manager of a chemist's shop shall be deemed to be, and be paid at the rate provided for a Manager Pharmaceutical Chemist whilst so required to act.

OVERTIME.

3. Any employee who, in any week, works for any time in excess of 44 hours shall be paid for such extra time at the rate of time and a half for the first four hours and double time thereafter.

SPECIAL RATES.

4. (a) Time and a half shall be the rate payable for all work done on Sundays.

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

ANNUAL HOLIDAY.

5. The annual holiday shall be as prescribed by the provisions of the *Factories and Shops (Annual Holidays) Act 1946*, No. 5111, and any amendments which may be made thereto from time to time.

SICK LEAVE.

6. (a) Where an employee becomes disabled by personal ill-health or accident, not due to his or her own misconduct, proof of which is given to an employer by medical certificate or other satisfactory evidence within 48 hours of the beginning of the employee's consequential absence, he or she shall on account thereof, be entitled without deduction of pay to absent himself or herself as follows:—

- (i) During the first year of service—for every three months of completed service .. 1½ days (i.e., 14 working hours)
- (ii) During any subsequent year 7 working days.

Provided that for absences of two consecutive working days or less, the production of a medical certificate shall not be necessary.

(b) Notwithstanding anything contained in sub-clause (a) hereof, if the full period of sick leave as prescribed above is not taken in any year, such portion as is not taken shall be cumulative from year to year up to a period not exceeding 21 working days, which shall be the maximum amount of leave to which an employee may be entitled in any year of service without deduction of pay.

GARMENT ALLOWANCE.

7. Where, in conformity with the custom of the trade, an employee wears, when at work, a washable outer garment, the laundering of which is not paid for by the employer, such employee shall be paid 3s. per week, in addition to the ordinary rate.

RELIEVER'S ALLOWANCES.

8. A reliever (i.e., a person required to travel outside the Metropolitan District to take a position for less than two months) shall be entitled to the following allowances:—

- (i) A first class return railway fare;
- (ii) If such engagement necessitates the reliever being absent from his or her usual place of residence for a night or longer he or she shall be entitled to an additional payment for expenses at the rate of 6s. per day for the first six days and 30s. per week for the next two succeeding weeks. The reliever shall not be entitled to payment of any further such expenses during such engagement.
- (iii) A reliever engaged to work in the country or sent from one country centre to work in another country centre shall be entitled to be paid at ordinary rates for travelling time during ordinary working hours to and from the job. Such time is to be counted to and from Melbourne, or his home town whichever is the nearer.

CASUAL WORK.

9. Any person employed for less than the number of hours fixed for an ordinary week's work shall be paid as follows:—

- (a) where the number of hours worked is not more than for each hour worked at the ordinary wages rate with an addition of twenty per centum subject to a minimum payment of 15s.

- (b) where the number of hours worked is more than 10 hours and not more than 24 hours .. for each hour worked at the ordinary wages rate with an addition of fifteen per centum.
- (c) where the number of hours worked is more than 24 hours and not more than 36 hours .. for each hour worked at the ordinary wages rate with an addition of ten per centum.
- (d) where the number of hours worked is more than 36 hours for each hour worked at the ordinary wages rate calculated *pro-rata*.

MEAL BREAK.

10. A meal break of not less than 60 minutes shall be allowed daily (Monday to Friday) to each employee provided that by mutual agreement between an employer and his employee such meal break may be reduced to not less than a break of 30 minutes.

REST PERIOD.

11. Each employee shall be allowed a morning and afternoon tea period each day (Monday to Friday inclusive) at times convenient to the employer. Such periods shall not exceed ten minutes each, and shall be counted as time worked.

PAYMENT OF WAGES.

12. Wages shall be paid weekly not later than the ordinary finishing time on Thursday, unless it is otherwise mutually agreed upon between the employer and the employee.

TIME BOOKS.

13. Each employer shall provide and cause to be kept a time book or other record in which each employee shall daily enter his or her starting and finishing times.

TERMINATION OF EMPLOYMENT.

14. Except in a case where an employee or an employer has been guilty of misconduct, or where an employee has been engaged as a reliever, seven days' notice of termination of employment shall be given by either party or one week's wages paid or forfeited, as the case may be, in lieu thereof.

PERIODICAL ADJUSTMENT OF WAGES.

15. The wages rates set out 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 (in the case of either sex) shall be automatically adjusted as prescribed in clause 16. Provided that the wages of apprentices and juvenile workers shall be adjusted proportionately to adjustments of the basic wage, such adjustments to be to the nearest 6d., half or less than half of 6d. to be disregarded.

Basic Wage.

Place.	Needs Basic Wage (Adjustable).	Loading (Constant).	Total Basic Wage.	Index Number Set Assigned.
	£ s. d.	s. d.	£ s. d.	
Throughout the State of Victoria	5 2 0	6 0	5 8 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

16. (a) For the purposes of this Determination, the expression "Commonwealth Statistician's 'all items' retail price index numbers" or any like expression means the numbers stated to be such index numbers in any document purporting, and not proved to be wrongly so purporting, to be printed by the Commonwealth Government Printer or to be signed by or on behalf of the Commonwealth Statistician.

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

(c) During each future successive period beginning with the first pay period to commence in a 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.

A. V. BARNES, J.P., Chairman.

J. W. RYAN, Secretary.

Melbourne, 5th August, 1947.



VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 415]

TUESDAY, OCTOBER 14.

[1947

Factories and Shops Acts.

DETERMINATION OF THE PRINTERS BOARD.

NOTE.—(a) This Determination applies to the Metropolitan District as defined in the Factories and Shops Acts and the Orders in Council thereunder.

(b) The following Printing Trades were proclaimed on 27th February, 1929, as apprenticeship trades under the *Apprenticeship Act 1928* for the Metropolitan District:—

1. Hand composition.
2. Hand and machine composition, and attending and adjusting slug-casting and type-casting machines.
3. Bookbinding or guillotine machine operating.
4. Paper ruling.
5. Edge gilding.
6. Letter-press printing.
7. Lithographic printing.
8. Stereotyping or electrotyping.

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 25th day of May, 1937, has had the power to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the process, trade, or business of:—

- (a) Printing;
- (b) Bookbinding (including making loose sheet covers of any kind);
- (c) Paper ruling;
- (d) Stereotyping or electrotyping;
- (e) Preparing lithographic work by drawing or lettering on a lithographic plate or on any other material;
- (f) Preparing printed matter for sale or distribution;
- (g) Carbonizing, gumming, varnishing, or waxing paper, cardboard, or similar materials;

but not including any process subject to the jurisdiction of the Stationery Board," has made the following Determination, namely:—

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

2. ALL CLASSES OF WORKERS (OTHER THAN THOSE EMPLOYED IN DAILY NEWSPAPER OFFICES)—

First Column. Number of Rate.	Second Column. Description of Employment.	Third Column. Weekly Wage.
TABLE "A"—ADULT MALES.		£ s. d.
1	Machine compositor—that is a person operating the keyboard of any class of slug-casting or type-casting machine (including time occupied in cleaning the machine and/or remedying defective working of machine)	8 1 0
2	Probationary machine compositor—	
	(a) For a first period of six months' probation	7 12 0
	(b) For a second period of six months' probation	7 15 0
	(c) Thereafter the rate for a machine compositor	8 1 0
3	Provided that any probationary machine compositor who during the second six months of his period of probation attains an efficiency of 7,000 ems per hour over a maximum period of four hours on plain matter corrected of not less than thirteen ems measure in six-point type shall be paid	8 1 0
4	Working mechanic in charge (whether or not under a foreman or other person in authority) of a slug-casting machine	7 12 0
5	Attendant or assistant mechanic on a slug-casting machine (an attendant or assistant mechanic shall be a person working under the direction of a foreman or other person in authority, whose duties include attention to the machine and all its accessories and parts to maintain it and them in an efficient state and to do any adjustments and replacements of accessories and parts but not any repairs)	6 13 6

First Column. Number of Rate.	Second Column Description of Employment.	Third Column Weekly Wage.
TABLE "A"—ADULT MALES— <i>continued</i> .		£ s. d.
6	Working mechanic in charge (whether or not under a foreman or other person in authority) on a type-casting machine	7 12 0
7	Caster or assistant mechanic on a type-casting machine (a caster or assistant mechanic shall be a person working under the direction of a foreman or other person in authority whose duties include attention to the type-casting machine and all its accessories and parts to maintain it and them in an efficient state and to do any adjustments and replacements of accessories and parts but not any repairs)	6 13 6
8	Proof reader and/or reviser	7 15 0
9	Hand compositor (which shall include any person employed as a slugger, bulk hand, or stone hand, or Ludlow machine compositor)	7 12 0
10	Electrotyper (which shall include an employee preparing lead for matrix moulding purposes)	7 12 0
11	Stereotyper	7 12 0
12	Letterpress machinist	7 12 0
13	Operator of a writer-press, multigraph machine, roneotype machine, or a similar machine printing from movable type, stereotypes, electros, zincos or the like	7 12 0
14	Railway ticket printer—single machine	6 18 6
15	Railway ticket printer—multiple machine	7 1 0
16	Machinist working a flat-bed machine printing from a reel	7 12 0
17	Rotary machinist	7 12 0
18	Rotary machinist's assistant—that is, a person who assists the machinist in the care and control of the machine and the proper printing of the paper	6 15 6
19	Collapse tube printing machinist	7 12 0
20	Universal process machine operator	7 12 0
21	Lithographic and/or photo-lithographic artist and/or designer	7 17 6
22	Photo-lithographic camera operator	7 17 6
23	Lithographic stone polisher and/or lithographic plate grainer and/or photo-lithographic glass plate cleaner, but not including an employee processing photo-lithographic glass plates	6 5 0
24	Lithographic pressman, and/or lithographic manual or mechanical transferor, and/or photo-lithographic metal plate coater, and/or photo-lithographic photo composer, and/or contact printer-down on lithographic metal plate, and/or lithographic machinist, including lithographic tin printer	7 12 0
25	Gravure machinist	7 12 0
26	Bookbinder	7 12 0
27	Marbler	7 12 0
28	Hand indexer	7 12 0
29	Blocker (an employee engaged on the work of blind blocking is not by reason only of the fact that he is doing such work entitled to this rate)	7 12 0
30	Finisher	7 12 0
31	Pocket-book maker	7 12 0
32	Ticket-maker, turned-in work	7 12 0
33	Blotting pad maker	7 12 0
34	Portfolio maker	7 12 0
35	Person engaged in sawing and/or rolling books	7 12 0
36	Loose sheet cover maker	7 12 0
37	Edge gilder	7 12 0
38	Leather cutter	7 12 0
39	Where an employee employed in any class for which a weekly wage is prescribed by Items 26 to 37 does edge-staining, board cutting, bevelling, blind blocking and/or cutting of material, he is to be paid the above prescribed weekly wage, but where an employee is employed solely on the last-mentioned classes of work (In the foregoing Item 39 the words "cutting of material" do not include the work of a leather cutter, for which work a wage has been prescribed by Item 38)	6 8 6
40	Map and plan moulder and/or varnisher	7 12 0
41	Paper ruler—that is, a person in charge of any ruling machine or who makes ready, sets pens or discs on the machine, mixes inks, rules proofs, or regulates the supply of ink to the machine	7 12 0
42	Guillotine machine operator	7 12 0
43	Employee operating a milk bottle wad-making machine	6 12 6
44	Waxer	6 10 0
45	Sheet varnishing and/or sheet gumming machinist	6 5 0
46	Rotary reel gumming machinist	6 8 6
47	Metal maker for slug-casting or type-casting machines or Elrod machines, or stereotyping or electrotyping	6 1 0
48	Printing ink mixer and/or maker	6 2 0
49	Bronzing machine operator	6 5 0
50	Roller maker	6 2 0
51	Feeder on any kind of machine	5 17 0
52	Storeman	6 5 0
53	Packer and/or despatcher	6 5 0
54	Any other adult male	5 13 0
55	An employee working on a night shift for a week shall be paid 12s. extra for such night shift work; if he works less than a week he shall be paid <i>pro rata</i> for the hours worked by him.	

TABLE "B"—ADULT FEMALES:

(Including Non-Adult Females of at least Five Years' Experience.)

1	Operator of a writer-press, multigraph machine, roneotype machine, or a similar machine printing from movable type, stereotypes, electros, zincos or the like when employed on work other than circular letters that are wholly composed in the one face and size of type and of a typewriter character, in imitation of a typewritten letter or circular	7 12 0
2	Female head packer when employed as such	3 17 0
3	Female bookbinder—that is, an employee engaged in the binding of quarter bound work cut flush with turned-in paper sides and the binding of all cut flush work not turned in:— (a) When engaged on work which exceeds 1½ inches in thickness of back and 108 superficial inches measured over length and breadth of either side, whether wired, sewn, stabbed, stapled or otherwise held together (b) When engaged on work which does not exceed both the measurements above mentioned	3 17 0 3 16 0

First Column. Number of Rate.	Second Column. Description of Employment.	Third Column. Weekly Wage.
TABLE "B"—ADULT FEMALES—continued.		£ s. d.
(Including non-adult females of at least five years' experience.)		
4 ..	Female bookbinder—that is, an employee engaged in:— (a) Making blotting pads, without corners, paper bound around four edges, or (b) Making blotting pads, with corners of any material other than leather; but not with (i) corners which are turned in before being affixed to the pad, (ii) base boards having cloth-bound edges, or (c) Making covers for school papers which are cut flush or turned in, but not when such covers are of full leather, cloth, or similar material, or (d) Affixing projecting index tabs made of paper and not reinforced, or (e) Making letter or other types of files, or (f) Making loose sheet covers (including portfolios) of which covers no part is leather or is a metal fixture bound in the cover, or (g) Mounting showcards, maps, plans, envelope paper, and other plain or printed paper, but not maps or plans when mounted on calico or sheeting or similar material which is stretched on a flat or circular surface preparatory to the mounting being done	3 14 6
5 ..	Female hand or machine sewer and taker down or repairer of letterpress work	3 16 0
6 ..	Female employee of more than five years' experience employed on any one or more of the following operations:— Folding, paging, numbering, perforating, gathering, collating, inter-leaving, tipping in and tipping on (but not joining sheets for account books), wire stapling edge staining (excepting the staining or otherwise coloring of the edges of cards and the edges of books other than those books that are quarter bound cut flush with turned in paper sides or are cut flush and not turned in)	3 14 6
7 ..	Female employee of more than five years' experience employed in connexion with systems work, addressograph work, and/or in printing work not allotted a weekly wage in Table "A"	3 14 6
8 ..	Female copy holder	3 14 6
9 ..	Female embosser	3 16 0
10 ..	Female feeder employed on letterpress printing machine, lithographic printing machine, gravure printing machine, varnishing machine, gumming machine, waxing machine, folding machine, or ruling machine	3 13 0
11 ..	A female employee in charge of or who supervises, directs, or is responsible for the work of— (a) from 3 to 8 employees (both inclusive) (b) from 9 to 15 employees (both inclusive) (c) over 15 employees	3 19 6 4 9 6 4 17 0
12 ..	Female employees not otherwise specified	3 4 0

NOTE.—See clause 31 (g) re additional rate to be paid to any person employed in bronzing by hand or dusting-off by hand.

FEMALE TO BE PAID MALE RATE.

3. Where a female is employed to do any work specifically named or described or of the class mentioned in Table "A" which is not specifically named or described in Table "B" she shall be paid the rate which is prescribed for the male; provided that this clause shall not apply to any individual female employee in respect of work which at the date of coming into operation of this Determination was being done by her, and for which no marginal rate for females is herein specifically prescribed.

RATES FOR JUNIORS AND APPRENTICES.

4. Where the work is performed by a male junior, not being an apprentice—

	Per week. £ s. d.
1. Under 15 years of age	1 4 6
2. Between 15 and 16 years of age	1 11 0
3. " 16 " 17 " "	2 0 0
4. " 17 " 18 " "	2 13 0
5. " 18 " 19 " "	3 7 0
6. " 19 " 20 " "	4 1 0
7. " 20 " 21 " "	4 16 0

Where the work is performed by a male apprentice—

	Per week. £ s. d.
8. First year	1 5 0
9. Second year	1 14 0
10. Third year	2 4 0
11. Fourth year	2 19 6
12. Fifth year	3 14 6
13. Sixth year	5 3 0

14. A junior working on a night shift for a week shall be paid 9s. extra for such night shift work; if he works less than a week he shall be paid *pro rata* for the hours worked by him.

15. Provided that any apprentice who has passed Grade III. (Trade Theory and Practice) examination referred to in the regulations of the Apprenticeship Commission of Victoria and has also become entitled under the said regulations to an increased rate of pay for proficiency for such examination, shall have the amount of such increase paid to him each week beyond any period provided for in the said regulations until the completion of his apprenticeship together with the rate herein prescribed appropriate to the year of his apprenticeship.

Where the work is performed by a female junior—

	Per week. £ s. d.
1. First year's experience	1 4 6
2. Second year's experience	1 10 6
3. Third year's experience	1 18 6
4. Fourth year's experience	2 6 0
5. Fifth year's experience	3 0 0

6. And thereafter the minimum wage prescribed for females for the class of work which she is doing.

7. A female junior entering the industry in her eighteenth year or later shall receive the foregoing rate appropriate to her experience and not less than 6s. 6d. per week extra until she reaches the age of 21 years, when she shall be paid the minimum wage prescribed for females for the class of work which she is doing.

8. In the above provisions as to work performed by females, "experience" means experience in the industry, including experience in the employ of more than one employer, and any female employee mentioned in such provisions on leaving or being discharged from her employment shall be entitled to a certificate from her employer stating the date when such employment began and the date of its termination duly signed or otherwise authenticated by the employer. Such certificate shall be the property of the employee and shall be returned to her by any subsequent employer within seven days of her engagement.

LIMITATION OF EMPLOYMENT OF JUNIORS.

5. (a) No department shall be manned exclusively by juniors.
- (b) Not more than two male juniors shall be employed to each male adult employed as a weekly employee in each department. For the purposes of this provision an apprentice shall be deemed to be a junior.
- (c) No junior, unless an apprentice, under 18 years of age, shall be employed on a monotype casting machine or an Elrod or similar casting machine.
- (d) No junior, unless an apprentice, under 18 years of age, shall be employed on a power-driven guillotine, or on a platen machine or cylinder machine used for carton cutting.
- (e) In all parts of the industry, juniors shall (except in any branch of the industry in respect of which provision is made for apprenticeship) be given reasonable opportunities to become proficient in different classes of work, and shall be taught higher grade work as they progress in the knowledge of their work.
- (f) The conditions of employment of juniors in any branch of the industry in respect of which provision is made for apprenticeship shall be as set out in clause 30 (c).

HOLIDAYS.

6. (a) An employee shall be entitled to be absent from his employment without deduction of pay on any holiday. In this Determination "holiday" means the day observed as any of the following days: New Year's Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, Christmas Day, Boxing Day, Australia Day, King's Birthday, and Melbourne Cup Day.
- (b) An employer shall not terminate the employment of a weekly employee for the purpose of evading payment for the holiday prescribed by this Determination.
- (c) Where an employee is dismissed within one week before any holiday (or within one week before the first day of several holidays), his re-engagement by the same employer within one week after such holiday (or, as the case may be, within one week after the last day of such several holidays), shall be prima facie evidence that his employment was terminated in breach of sub-clause (b) hereof.
- (d) Where the employer terminates the employment within one week of a day on which a holiday occurs, the employee shall be paid for such holiday or holidays prescribed by this Determination, provided that such employee had been employed by the employer for a period of at least one week prior to the termination of the employment.
- (e) Where an employee is absent from his or her employment on the day before or the day after a public holiday without reasonable excuse or without the consent of the employer, the employee shall not be entitled to payment for such holiday.
- (f) When an employee is absent from his or her employment for a period exceeding fourteen days through illness, or with the consent of the employer, the employee shall not be entitled to payment for any public holidays occurring during such period of absence in excess of the period of fourteen days.
- (g) The wage payable to a weekly pieceworker under this clause shall be that fixed for a timeworker in the same occupation. A junior male shall be paid the time wage appropriate to his age and a junior female the time wage appropriate to her years of experience, provided that a female worker of more than five years' experience shall be deemed to be an adult for the purpose of computing the amount payable to her under this clause.
- (h) The provisions of this clause 6 shall apply only to weekly employees.

CONSTANT SERVICE LEAVE.

7. (a) In addition to the holidays provided for by clause 6 hereof, an employee, whether a time-worker or a piece-worker, who remains in the service of the same employer for at least a year, shall, if the employment has not been terminated, be entitled to two week's leave of absence on full pay during each year of service, or bonus as provided in sub-clause (e) hereof where the service is being terminated.
- (b) The employer shall have the right to fix the time when such leave will be given, but must fix a time so that the leave then accrued due will be wholly given in one continuous period within fifteen months after the beginning of the period of service in respect of which the leave is due.
- (c) The employer may, if he thinks fit, give at any time in advance the period of continuous leave on full pay prospectively due.
- (d) Where any of the holidays provided for in clause 6 hereof so falls in the week as in the ordinary course to entitle an employee to be paid in respect of that holiday although he does not work thereon, and that holiday happens to fall within that employee's period of leave of absence, the days in that period shall be reckoned in addition to that holiday. Provided that if in consequence of compliance with this sub-clause the said period so reckoned includes three Sundays, one additional day, not being a non-working day, shall be added to and form part of the said period.
- (e) If an employment which has continued for a period of at least six calendar months is terminated before the employee has received constant service leave, the employee shall be paid a bonus consisting of the percentage of two week's wages which the time of service for which no leave has been given bears to twelve calendar months.
- (f) If the employee is a piece-worker the pay to be given for the period of leave of absence or as a bonus where leave is not given shall be at the rate fixed for a time-worker doing the same class of work as that of the employee.
- (g) Where the employer is a successor or assignee or transferee of a business, and an employee was in the employment of the employer's predecessor at the time when he became such successor or assignee or transferee, the employee in respect of the period during which he was in the service of the predecessor shall for the purposes of this clause be deemed to have been in the service of the employer.
- (h) For the purposes of this clause the service shall be deemed to have continued and to continue unbroken and constant notwithstanding any interruption or termination of the employment by the employer if such interruption or termination has been or be made merely with the intention of avoiding obligation hereunder in respect of leave of absence or bonus.
- (i) For the purposes of this clause, the calendar months 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.
- (j) Each employee before going on leave shall be paid two weeks' wages. A piece-worker shall be paid the wage referred to in sub-clause (f) hereof.
- (k) An employee who is to be given leave as provided in sub-clause (a) herein, shall be given at least two weeks' notice of the commencing date on which he will be required to take his leave.

FEMALES NOT TO WASH-UP OR FEED MACHINES, ETC.

8. A female shall not be required or permitted to wash-up or clean a printing machine; or feed any platen machine used for carton cutting; or operate any guillotine machine; or feed a platen printing machine if under the age of eighteen years.

REST INTERVAL FOR FEMALES.

9. There shall be an interval of ten minutes at a time fixed by the employer between 10 a.m. and 11 a.m. for rest on each day, Monday to Saturday inclusive, in each week for each female employee on time work or on piecework, such time to count as time worked. Reasonable facilities shall be provided by the employer for the employee to have refreshments during such interval if the employee so desires.

FIVE-DAY WEEK.

10. When the employer desires to work the ordinary working hours in a five-day week, he may do so. The employer and the employees may thereupon agree upon the hours of commencing and finishing work with a starting time not earlier than 7.30 a.m., and a finishing time not later than 6 p.m., and in the event of such agreement being made, the hours so agreed shall be substituted or the hours fixed by this Determination, notwithstanding anything to the contrary contained in clauses 11 (b), 13 (b) and (c), and 13 (A) hereof. In default of agreement, such hours may be decided by this Wages Board.

HOURS.

11. (a) The day-work hours of duty of employees shall not exceed eight hours on Monday to Friday inclusive and four hours on Saturday, and shall not exceed 44 hours in any week, to be worked between 8 a.m. and 6 p.m. on Monday to Friday inclusive, and between 8 a.m. and noon on Saturday, provided that the time of starting work of the linotype mechanic or other male person who attends to arrange the heating of linotype or like metal pots may be 7.30 a.m.

(b) The daily working hours of each office shall be conspicuously displayed in each workroom, and shall continue unchanged until altered by agreement between the employer and his employees, and in default of such agreement, as settled by this Wages Board.

NIGHT WORK.

12. (a) Night-shift work is work other than overtime work done between the hours of 6 p.m. and 8 a.m.

(b) The hours of duty for night-shift workers shall not exceed 44 per week, to be worked within ten hours a shift on Monday to Friday inclusive, provided that for machine compositors on night shift the hours of duty shall not exceed 42 per week.

(c) The hours of commencing and finishing duty on each shift, of all employees on night shift or unusual shift, shall be arranged between each particular employer and his employees, and in default of such agreement, as settled by this Wages Board.

(d) A female employee or an employee under seventeen years of age shall not perform night-shift work.

(e) On any day when the hours of any night shift overlap the day-shift hours, the night-shift hours shall be observed, and the night-shift wage shall be paid for such day.

OVERTIME.

13. (a) All overtime rates earned by an employee shall be paid in full, and no deduction shall be made from such overtime rates by reason of any time not worked by such employee.

(b) All duty performed by timeworkers in excess of or outside the hours mentioned in clauses 11 or 12 hereof, or in excess of the hours of a shift, shall be overtime, and shall be paid for at the rate of time and a half for the first three hours and double time thereafter.

(c) All duty performed by pieceworkers in excess of or outside the hours mentioned in clauses 11 or 12 hereof, or in excess of the hours of a shift, shall be overtime, and shall be paid for at the rate of rate and a half for the first three hours and double rate thereafter.

(d) (i) Where a weekly timeworker works on any day of his annual leave or on any public holiday mentioned in clause 6 hereof when he is entitled to be away from his employment, he shall be paid therefor at not less per hour than the hourly rate of his weekly wage, in addition to the weekly wage, and shall be given not less than four hours' work, or pay equivalent thereto.

(ii) Where a weekly piece worker works on any such day of annual leave, or on any such public holiday, he shall be paid therefor one day's pay of the corresponding timeworker, and the usual piecework rate or rates for work done by him. He shall also be provided with at least four hours' work, and in the event of insufficient piecework being provided to keep him continuously employed for such four hours he shall be paid for any non-working time at the timeworker's ordinary hourly rate.

(iii) Should a weekly timeworker, or weekly pieceworker, who has worked on a holiday within the hours of his ordinary working day, work on such holiday before the ordinary hour of commencing work or after the ordinary hour of finishing work, he shall be paid double the ordinary timework rate or double the ordinary piecework rate, as the case may be, for the hours worked before the ordinary hour of commencing work or after the ordinary hour of finishing work.

(iv) This sub-clause (d) shall, with the necessary changes, be read to apply equally to a night worker as to a day worker.

(e) (i) Double time or double rate shall be paid for all work done on Saturday afternoon, and (with a minimum of four hours' work or pay equivalent thereto) on Sunday.

(ii) Where the hours of the ordinary working week are worked within five days any work done on the sixth day shall be paid for at time and a half or rate and a half for the first four hours worked before noon and at double time or double rate thereafter.

(iii) Where the hours of the ordinary working week are worked within five night shifts, any work done on the sixth night shift shall be paid for at double time or double rate.

(f) An employee, if called upon to work overtime in excess of one hour after the usual finishing time of any shift, shall be paid for two hours' work at overtime rates at the least. Where notice of overtime in excess of one hour has not been given to an adult male employee during the previous shift, or where notice of overtime has been given to him, but overtime has not been worked, 2s. shall be paid as an allowance for tea money. The same allowance shall be made for each meal reasonably occurring during such overtime work. Where any junior, apprentice or female is required to work overtime, or is given notice of overtime and such overtime is not worked, 1s. shall be paid as an allowance for tea money. The same allowance shall be made for each meal reasonably occurring during such overtime work.

(g) (i) Any employee required to work more than six consecutive shifts without a clear interval of 36 hours after the sixth shift shall be paid double rates for all work performed by him after the sixth shift until he shall have had such clear interval of 36 hours between shifts.

(ii) An employee who during the course of a week's work is transferred from day shift to night shift, or from night shift to day shift, shall be allowed at least a ten-hours' break between the time of finishing his day shift and the time of commencing his night shift or from the time of finishing his night shift and the time of commencing his day shift, as the case may be. If such ten hours' break is not allowed, the employee shall be paid overtime rates for the shift immediately following the change.

(h) No employee under 16 years of age shall be employed on overtime. No employee under 17 years of age, nor any female, shall be on duty in any event before 8 a.m. or later than 9 p.m. on any working day, subject to clauses 10 and 11 (a) hereof.

(i) An employer shall not require or permit any female employee to work overtime after 6 p.m. unless at least one other female person is working with her.

(j) An employer shall not require or permit an employee to work overtime or on night shift in connexion with power-driven machinery unless he works in company with at least one other person.

(k) One hour's time at the least, in addition to the actual time worked and/or the time the employee is required to stand by for work shall be paid for as a "call" to any employee brought in to do any work not in the ordinary working hours, such to be paid for at the rate of time and a half or rate and a half, except on Saturday afternoon, and on Sunday, when double time or double rates shall be paid.

EMPLOYEE MISSING USUAL CONVEYANCE.

14. Whenever the finishing time of any employee working overtime or working on any temporary night shift is such as to cause him to miss the usual means of conveyance home, he shall be conveyed home in a suitable manner, without delay, at the expense of the employer.

MEAL PERIOD.

15. (a) The minimum time allowance for meals shall be three-quarters of an hour, and the maximum allowance one hour. Provided that an employer and a majority of not less than three-fourths of his employees may agree to a reduced period, but not less than half an hour.

(b) No employee shall be compelled to break shift except for meals, and no shift shall exceed five hours without a break for meals.

(c) Where an employee is required to work during his usual meal period he shall be paid one-half extra on the hourly rate of his weekly wage for the time so worked, and be allowed his usual meal period as soon as it can be arranged.

(d) The lunch period of any employee shall be between the hours of noon and 2 p.m.

TERMS OF EMPLOYMENT AND SICK PAY.

16. (a) No person shall be employed except as—

- (i) a weekly time-worker; or
- (ii) a weekly piece-worker; or
- (iii) a casual time-worker; or
- (iv) a casual piece-worker.

(b) A weekly time-worker, to become entitled to payment of a weekly wage, shall perform such work as the employer shall from time to time require on the days and during the hours usually worked by such employee.

(c) (i) A weekly timeworker not attending for duty shall lose his pay for the actual time lost unless he produces or forwards within twenty-eight hours of the commencement of such absence evidence or a message satisfactory to the employer that his non-attendance was due to personal ill-health necessitating such absence, but notwithstanding that he may be employed by different employers he shall not be entitled to payment for non-attendance on the ground of personal ill-health for more than 44 hours in each year. Such year shall begin on the 23rd February, 1942.

(ii) A weekly pieceworker shall be excused from presenting himself for employment at the proper time and place each day because of personal ill-health and shall be paid at the corresponding timeworker's wage for the period of ill-health in all respects as if during such period he had been a weekly timeworker employed on such days and during such hours as are usually worked by timeworkers upon any day shift, and he shall comply with and be subject to the conditions for time-workers prescribed in paragraph (i) hereof.

(iii) If an employer within 48 hours 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 personal ill-health, fails to despatch or give to the employee a 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 personal ill-health.

(iv) If an employer within 48 hours after the receipt by him of such message despatches, or gives to the employee a written notice that he does not accept such message as satisfactory evidence of personal ill-health, 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 personal ill-health, he shall pay or refund any fee and incidental expenses necessarily paid or incurred by the employee. 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.

(v) If an employer rejects a claim for sick pay this Wages Board shall have power, upon application by the Printing Industry Employees Union of Australia, or by the employee concerned, to hear such claim, and to make such order thereon as it thinks appropriate; and the employee, if required to attend this Wages Board on the hearing of his claim, shall, if his claim succeeds, but not otherwise, be entitled to be paid by the employer for the time of his attendance, if a timeworker, at his usual rate, or if a pieceworker, at the corresponding timeworker's rate.

(vi) In any case where the period of 48 hours referred to in paragraphs (iii) and (iv) 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 48 hours shall be deemed to commence at the starting hour of the next ordinary working day.

(vii) A weekly employee shall not be entitled to the sick pay benefits of this clause until he has worked in the employment of his employer for a period of three working weeks.

(d) A weekly pieceworker is a pieceworker engaged as a weekly employee. The following conditions apply to the employment of a weekly pieceworker:—

(i) On each working day or night of the week he shall present himself for employment at the usual time for beginning work at the place of business of the employer unless informed before leaving work by the employer that his attendance on any day or any night is not required.

(ii) If he has not been informed as provided in the foregoing paragraph, and actually presents himself on any such day or any such night he shall receive not less than four hours' continuous employment or be paid for such four hours (or any part of such four hours as would be non-working time) at the appropriate rate for a timeworker. Provided that a weekly pieceworker on day work working on a Saturday shall receive not less than three hours' work or be paid for such three hours (or any part of such three hours as would be non-working time) at the rate aforesaid, and his shift shall finish not later than noon.

(iii) (1) The provisions of this paragraph (iii) shall have full force and effect notwithstanding anything contained in this Determination, or in the Schedule thereto.

(2) In this paragraph the words "the corresponding timeworker" mean—

(a) As to an adult male, as defined by clause 34 (d) hereof—an adult male weekly timeworker employed in the same calling as the weekly pieceworker who is concerned;

(b) As to an adult female, as defined by clause 34 (d) hereof—an adult female weekly timeworker employed in the same calling as the weekly pieceworker who is concerned; and

(c) As to a male junior—a male junior weekly timeworker of the same age employed in the same calling as the weekly pieceworker who is concerned; and

(d) As to a female junior or any female of less than five years' experience—a female junior weekly timeworker of corresponding experience employed in the same calling as the weekly pieceworker concerned.

(3) For any week in which he has worked the full hours of duty, the weekly pieceworker shall be paid at least the corresponding timeworkers' wage.

(4) For any week in which, though he has complied with the provisions of paragraph (i) hereof, he is not required to work the full hours of duty, he shall be paid for that week the corresponding timeworkers' wage.

(5) If in any week there occurs a public holiday, as provided in clause 6 hereof, upon which the weekly pieceworker is not required to work, he shall be paid, in addition to his aggregate piecework earnings for that week, a sum equivalent to that paid to the corresponding timeworker for such public holiday.

(iv) Notwithstanding anything in this Determination contained, lateness shall not, except as in this condition provided, affect the right of a pieceworker to the benefits of this sub-clause (d). A pieceworker's earnings shall not be subjected to deduction for lateness or lost time unless such lateness or lost time would cause an employer to make a payment which he otherwise would not be required to make. Subject to this condition, where a pieceworker is late or loses time on any day he shall be subject only to such a deduction from any moneys due to him as is proportionate to the time actually lost by him.

(e) (i) The employment of a weekly timeworker or pieceworker may be terminated by a week's notice on either side or by the employer at his option by payment of a week's wages in lieu of notice, and such notice may be given on any day of the week to take effect one week after the day on which it is given. This shall not affect the right of the employer to dismiss any employee without notice for malingering, inefficiency, neglect of duty or misconduct, and in such case wages shall be paid up to the time of dismissal only, or to deduct payment for any day the employee cannot usefully be employed because of any strike of the Printing Industry Employees Union of Australia, or any other union, or through any breakdown of machinery or any stoppage of work for any cause for which the employer cannot be held responsible.

Provided always that the notice referred to in this paragraph shall not be given so as to take effect concurrently with any constant service leave to which the employee may be entitled, and such notice or payment in lieu of notice shall be additional to any bonus payable to the employee under clause 7 of this Determination.

(ii) In the event of work being temporarily stopped by a breakdown of machinery, or by any cause for which the employer cannot be held responsible, and the employee has lost at least two days' pay the employee, whether a weekly time-worker or weekly piece-worker, may inform the employer of his intention to terminate his employment, whereupon the employment shall be terminated without the employee being required to give the week's notice mentioned in paragraph (i) hereof, and he shall be paid such moneys as are due to him under this Determination.

(f) Where a weekly pieceworker gives or receives a week's notice of the termination of his employment, he shall during the week that such notice runs, be given the same amount of piecework as it has been customary for him to perform during the period of his engagement.

(g) If an employee's services be terminated during the course of the week, he shall be paid all money due to him at the termination of his service, or all money due to such employee shall be forwarded to him by post within 24 hours thereafter. Without prejudice to his liability to legal proceedings in respect of such non-observance, an employer not observing this provision shall pay such employee an extra full day's pay for each day after the employer's usual pay day upon which he applies at the employer's place of business for payment of the amount due to him, and does not receive it.

CASUAL EMPLOYEES.

17. (a) An employer when engaging a person for casual employment shall inform him then and there that he is to be employed as a casual. Except where this is done the employee shall be a weekly time-worker or weekly pieceworker. A casual employee, after two weeks of continuous employment as a casual employee, shall become a weekly time worker or weekly pieceworker.

(b) If a casual employee commences duty on any day, or is directed to attend for duty and actually attends on any day, such employee, if a timeworker, shall in respect of such day be paid at the rate herein provided and for six hours (either day or night) at the least, except on Saturday, when he shall be paid for three hours at the least, and if a pieceworker, shall, in respect of such day, be given four hours' work at the least, or paid for four hours (or any part of such four hours as would be non-working time) at the appropriate rate for a time worker, except on Saturday, when he shall be given three hours' work at the least or paid for three hours (or any part of such three hours as would be non-working time) at the corresponding time-worker's rate.

(c) A casual employee, whether working at piecework or timework and whether working on day or night shift, shall be paid for such work the piecework rate or the hourly rate prescribed for such work, with the addition of 12½ per cent.

(d) A casual employee, when working overtime shall have his rate of pay as a casual employee increased by the same proportion (e.g., one-half, or double as the case may be) as the weekly worker's rate applicable to the class of work done by the casual employees directed to be increased under this Determination for work done on overtime, with the addition of 12½ per cent.

PROBATIONERS ON SLUG-CASTING OR TYPE-CASTING MACHINES.

18. An employer shall not employ any employee as a probationer on the keyboard of a slug-casting or type-casting machine unless such employee is a compositor who has served a full term of apprenticeship, or is an apprentice who has served three years' apprenticeship as a compositor.

MIXED FUNCTIONS.

19. Where during any day a timeworker or pieceworker is employed on work requiring the performance of functions involving different rates of wages prescribed by this Determination, the minimum rate of wage to be paid to the employee for that day shall be calculated as if the employee performed such only of the said functions as involved the highest rate of wage.

PIECEWORK.

20. (a) Without prejudice to the rights of a weekly pieceworker under clause 16 (d) hereof no piecework shall be performed by any employee other than in respect of work done in connexion with machine composition.

(b) The minimum piecework rates payable to an employee by an employer shall be the rates prescribed in the schedule to this Determination.

The schedule hereinbefore mentioned is hereby incorporated in this Determination.

(c) No undue advantage shall be given to one pieceworker over another. This provision applies to the quantity and to the classes or quality of work to be supplied to the employee.

(d) When pieceworkers are kept waiting for work or any materials, all waiting time shall be totalled up when the day's work is finished, and paid for at not less than the corresponding timeworker's rate. A pieceworker shall be deemed to be waiting for work unless directed not to remain on the employer's premises for work.

WAGES AND PAY DAY.

21. (a) Subject to clause 16 (c) hereof, an employee shall be paid his wages on Thursday or Friday in each week, and not more than two days' pay shall be kept in hand by the employer.

(b) Notwithstanding anything to the contrary contained herein, an employer shall not be required to pay to an employee any amount which is in dispute as sick pay (should the employee become entitled to the sick pay claimed) until the pay day of the pay week following the pay week in which the claim for sick pay was made to the employer.

WORK NOT TO BE TAKEN OFF EMPLOYER'S PREMISES.

22. No work shall be taken off the employer's premises to be executed by any employee.

TIME BOOK.

23. (a) Each employer shall keep a time and wages book, correctly and fully written in ink, showing the name of each employee, and his occupation, the hours worked (including overtime) each day or night, and in respect of waiting time paid for under clause (20) (d) hereof the time of the commencement and the ending of each period of waiting time, and the wages, overtime and allowance paid each week: provided that the employer may at his option use a mechanical clock in lieu of a time book for the purpose of recording the time of each employee. The book, or, when a clock is installed, the time cards, shall be open for inspection by a duly accredited official of the Printing Industry Employees Union of Australia, or of the employer's employees, during the usual office hours at the office or other convenient place. The inspecting official shall be entitled to take and carry away a copy of any entry in such book or time card, and may in any relevant proceeding tender such copies in evidence. Every book or time card kept or made under this clause shall for at least twelve months after the making of any record thereon be kept by the employer at his place of business and shall be there open for inspection under this clause.

(b) The employer shall also keep for inspection a record of the age of each male junior and the age and experience of each female junior.

(c) Twenty-four hours' notice of the intention to inspect the time book shall be given to the employer whose book is to be inspected.

AUTHORIZED PERSON MAY ENTER FACTORY.

24. (a) (1) The secretary-treasurer of the Printing Industry Employees Union of Australia, and

(2) The secretary of the appropriate branch or sub-branch thereof of the said union, or

(3) An officer of the appropriate branch or sub-branch thereof of the said union accredited in writing by the secretary of the branch

shall have power to enter and inspect during working hours any part of a printing factory or workshop in which any piece-work operation is being carried on, and to interview the employees in regard to piece-work rates and conditions of employment.

(b) At least four hours' notice shall be given to the employer or his representative by any such person or persons prior to his or their actual going on the premises, and the employer shall be notified of his or their arrival, and he or his representative shall be entitled to accompany any such person or persons, and shall provide access to the wages book and time sheet and records of any piecework employee. Upon request of the said person the employer or his representative shall produce any work or part of any work done or in the course of being done by a piecework employee. The work and duties of the employees shall be interfered with as little as possible by any such person.

UNION OFFICIAL VISITING FACTORY.

25. Duly accredited representatives of the Printing Industry Employees Union of Australia shall have the right to enter employers' working establishments during the midday meal time for the purpose of interviewing employees on legitimate union business, on the following conditions:—

(a) That the representative produces his authority to the employer or his representative.

(b) That the representative interviews employees only at places where they are taking their meals.

(c) That not more than two such representatives shall at any one time visit or be in any one working establishment, and if there are two representatives they shall both be there at the same time.

(d) That if a working establishment shall have been visited by any such representative during a week it shall not be visited afterwards during the same week by any such representative.

(e) That if any employer alleges that a representative is unduly interfering with his working establishment, 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 said union shall have the right to bring such refusal before this Wages Board which may thereupon rescind or otherwise deal with such refusal.

UNION DELEGATE.

26. Not more than two delegates, chosen by and from the employees of an employer, shall be allowed the necessary time in working hours to interview the employer or his representative for the purpose of submitting grievances. If the members so chosen be piece-workers they shall be paid for such time the time-worker's wage in their branch of the industry.

SEATING PROVISION.

27. (a) Any male employee whose work requires him to be seated shall be provided with a reasonably comfortable seat.
 (b) Any female employee whose work permits of her being seated or requires her to be seated shall be provided with a reasonably comfortable seat.

DETERMINATION, ETC., TO BE POSTED.

28. A copy of this Determination shall be kept posted in a prominent place in each workroom where it may be read by employees. The Printing Industry Employees Union of Australia shall be permitted to post notices as to union meetings on a board at each establishment in a reasonable manner.

HEALTH NOTICES.

29. Notices containing advice for the preservation of the health and protection of workmen, if provided by the Printing Industry Employees Union of Australia, shall be kept prominently posted and displayed in all workrooms by the employer.

APPRENTICES.

30. (a) A beginner shall be apprenticed to learn and shall be fully and thoroughly taught and instructed by the employer in one, but not more than one, of the following branches of the printing industry :—

- (i) Hand composition.
- (ii) Hand and machine composition with instruction in the mechanism of slug-casting or type-casting machines.
- (iii) Stereotyping and/or electrotyping.
- (iv) Bookbinding and/or guillotine machine operating.
- (v) Bookbinding and/or edge gilding.
- (vi) Paper ruling and/or guillotine machine operating.
- (vii) Letterpress printing.
- (viii) Lithographic art and/or lithographic camera operating.
- (ix) Lithographic camera operating and/or lithographic plate making.
- (x) Lithographic plate making and lithographic printing.

(b) In connexion with any branch of the industry in respect of which provision is made for apprenticeship, no employer shall engage any male persons under the age of 21 years, or continue the employment of any such male person engaged but not indentured before the commencement of this Determination (subject to sub-clause (e) (ii) hereof), except as an apprentice or probationer for apprenticeship (provided that the period of such probation shall not exceed six months from the engagement of such male person, and that such person shall not at any time during his probation be more than eighteen years of age).

Nothing in this sub-clause shall affect the employment of boys in such work as going messages, sweeping-up, and cleaning or feeding printing machines.

(c) Except as provided in this sub-clause, a boy shall be indentured for a period of six years, in which period shall be included his period of probation (if any). A boy sixteen years of age or over at the date of his indenture shall be indentured for five years in which period shall be included his period of probation (if any). A boy above the age of eighteen years shall not be indentured without the consent of the Wages Board, and shall not be employed as a probationer. The wages of a boy indentured for five years' apprenticeship, or employed as a probationer for such apprenticeship, shall be calculated as if immediately before commencing his period of probation or of apprenticeship (if he has had no period of probation) he had completed his first year of apprenticeship. The duties of an apprentice shall be so arranged by the employer that as the apprentice progresses in knowledge and skill, his duties shall be varied and he shall from time to time be placed on higher or more skilled work.

(d) (i) The maximum proportion of apprentices shall be as follows:—In the composing, stereotyping and/or electrotyping, bookbinding and/or guillotine machine operating, paper ruling, edge-gilding, letterpress printing, or lithographic printing departments, where one or more skilled adults are permanently employed at full rates as prescribed in this Determination, one apprentice or boy working on probation as hereinbefore provided may be employed (subject to paragraph (1) hereof) to every three or fraction of three skilled adult employees permanently employed in such department.

(ii) A member of an employer's family, not an apprentice, if under 21 years of age, shall be regarded as an apprentice for the purpose of this clause if working in any department where not more than three skilled adults are employed. Where more than three skilled adults are permanently employed in any department one non-apprentice member of an employers' family may be employed in that department. Employer, for the purposes of this paragraph, means a proprietor, partner, or director.

(iii) In this sub-clause "permanently employed" means continuously employed for a period of not less than six calendar months.

BRONZING OR DUSTING-OFF.

31. (a) Bronzing and dusting-off by machine shall not be done except under such conditions as to prevent, as far as practicable, the escape of dust into the air of any occupied room.

(b) Bronzing or dusting-off by hand shall not be done except in connexion with—

- (i) An efficient exhaust draught which effectively carries away bronze dust in the atmosphere; or
- (ii) An appliance or within a structure of canvas, wood, or other suitable material so constructed as to prevent, as far as practicable, the escape of dust into any occupied room.
- (iii) The foregoing conditions shall not be enforced where bronzing or dusting-off is not done in any workroom for more than two hours in any one day.

(c) There shall be provided—

- (i) Suitable overalls and head coverings for all persons engaged in bronzing or dusting-off, which shall be washed or otherwise effectively cleansed at least once every week when in use.
- (ii) For all persons engaged in bronzing or dusting-off or in feeding a bronzing machine, a suitable place or places for clothing put off during working hours.

(d) Every person employed in bronzing or dusting-off, or in feeding a bronzing machine, shall—

- (i) wash the face and hands before partaking of any food or leaving the premises;
- (ii) wear the overalls and head coverings supplied as provided herein;
- (iii) deposit clothing put off during working hours in the place or places provided in pursuance of these regulations.

(e) Where bronzing or dusting-off or feeding a bronzing machine is regularly done there shall be provided and maintained in a clean state and in good repair for the use of all persons employed in bronzing or dusting-off or in feeding a bronzing machine, a lavatory with a sufficient supply of clean towels and soap and nail brushes, and having a supply of hot and cold water.

(f) Where bronzing or dusting-off is not done regularly, a reasonable supply of hot water shall be available for each person engaged in bronzing or dusting-off.

(g) Any person employed in bronzing by hand or dusting-off by hand, shall be paid 6d. an hour, in addition to any other money payable under this Determination.

(h) Where the bronzing surface does not exceed in size large post octavo, females may be employed at bronzing or dusting-off for a period not exceeding two hours in any one day, but except under such conditions an employer shall not require or permit any female employee to do bronzing or dusting-off work.

(i) A female shall not feed a bronzing machine.

(j) Each person shall be supplied free of charge by the employer with milk each morning and each afternoon where employed in bronzing or dusting-off by hand for two hours or more in any morning or afternoon period.

HEALTH PROVISIONS.

32. (a) Type metal or type metal shavings shall not be permitted to accumulate on the floor or in the vicinity of slug-casting or type casting machines or on the floor of the stereotyping and/or electrotyping departments.

(b) Dry cleaning shall not be permitted or carried out in any printing factory, workshop, or place. All establishments and workshops shall be efficiently ventilated.

(c) The employer shall provide a suitable place for employees to wash their hands.

(d) Proper facilities shall be provided by the employer so that the clothing of employees taken off during working hours may be protected from the dust of the workroom.

(e) All metal pots, other than those electrically heated, shall be provided with proper and suitable hoods, which shall be so fitted that all fumes and heavy gases are sucked off and conducted into the open air.

(f) The melting down of linotype or stereotype or like metal, or the cleaning of linotype plungers, shall be done away from the workrooms, or, where this is not practicable, shall be done in such a manner as to cause the fumes or dust to be carried away from the workroom into the open air.

(g) Where artificial light is in use, effective shades shall be provided by the employer to prevent eye strain. Artificial light shall be so situated as to enable the employee to work without unnecessary strain to the eyes.

FIRST-AID CHEST.

33. The employer shall provide a first-aid chest, which shall be a suitable dustproof receptacle, made of either metal or wood, for the use of the employees, in some accessible place. Such chest shall be equipped and supplied with the following articles, namely:—

Article.	Quantities to be Kept in Ambulance Chest in—	
	Factories and Workshops in which not more than 30 Persons are Employed.	Any factory or Workshop in which more than 30 Persons are Employed.
Antiseptic solution	1 bottle	1 bottle
Bandages, cotton and gauze	$\frac{1}{2}$ doz. assorted sizes	1 doz. assorted sizes
Castor oil	$\frac{1}{2}$ ounce	2 ounces
Iodine, tincture of	1 ounce	2 ounces
Manual, First-aid
Petrolatum, carbolized	1 jar	1 jar
Picric acid solution, made according to the following recipe or prescription:— $\frac{1}{2}$ teaspoonful of powdered picric acid, 3 ounces of absolute alcohol, and 2 pints of distilled water
Pins, safety	1 packet	1 packet
Sal-volatile	1 ounce	6 ounces
Scissors	1 pair	1 pair
Tourniquet	1	1
Tweezers	1 pair	1 pair
Cotton, absorbent	An adequate assortment	An adequate assortment
Gauze, sterilized, plain		
Lint, absorbent		
Plaster adhesive

INTERPRETATION OF THE DETERMINATION.

34. (a) A timeworker's hourly rate for any work for which a weekly rate is prescribed by this Determination shall be ascertained by dividing the weekly rate by the number of hours which constitute the employee's ordinary working week.

(b) The word "factory" or 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 by employees.

(c) A day's work shall mean work done between the usual hours of commencing and finishing work on any day or night shift, or any mixed day and night shift.

(d) "Adult male" shall mean (1) any male employee over 21 years of age, or (2) any employee who has completed his period of apprenticeship but is under 21 years of age; and "adult female" shall mean (1) any female employee over 21 years of age, or (2) any female employee of any age who has had five years' experience in the industry.

(e) A duly accredited or authorized official or person, member of the Printing Industry Employees Union of Australia, shall mean any officer or member of the said union or of the appropriate branch or sub-branch thereof who may be accredited in writing by the secretary-treasurer of the said union or by the appropriate branch secretary, and shall include the said secretary-treasurer and branch secretary. The words "branch secretary" shall mean the secretary of any State Branch of the said union.

(f) A copy-holder, unless an apprentice to hand composition or hand and machine composition, shall not be entitled to do the work of reading, revising, checking, or correcting proofs.

(g) "Lithography" and "lithographic" shall mean and refer to the trade of lithography and without limiting the meaning of such words shall include the lithographic processes known as photo-lithography, photo-lithographic, lithographic offset, photo offset, offset lithography, offset printing, metalithography, metalography, planeography, chromolithography, and dry lithography.

(h) "Lithographic plate making" shall mean and refer without limiting the meaning of such words to that group of operations applied in the processing, preparation and production of lithographic metal printing plates (other than the operations of lithographic and/or photo lithographic art work, photo lithographic camera work and lithographic printing or machining) and shall include stone polishing and/or plate graining; manual, mechanical, and/or photo mechanical transferring (as defined in sub-clause (i) hereof); plate coating, sensitising, developing, deep-etching, processing, rolling up, proving and preparing lithographic metal plates for lithographic printing.

(i) "Lithographic transferring" shall mean and refer to the process of transferring an image or images upon lithographic metal plate and without limiting the meaning of such words shall include the operations of (a) lithographic manual transferring (including the operating of lithographic hand and power transfer presses); (b) lithographic mechanical transferring (including the operating of lithographic multi-transferring machines and/or lithographic duplicating presses); (c) photo lithographic photo-mechanical transferring (including the operating of photo-lithographic vacuum printing-down frames and/or photo-lithographic, photo composing, i.e., step and repeat, machines).

PERIODICAL ADJUSTMENT OF WAGES.

35. The wages rates set out 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*, this Board hereby determines that the rates for male adults and female adults shall each half year be automatically adjusted as prescribed in clause 36.

BASIC WAGE.

Place.	Basic Wage for Adult Males.			Basic Rate for Adult Females. (i.e. 54% of total Basic Wage for Males to nearest 6d.)	Index Number Set Assigned.
	Needs Basic Wage. (Adjustable).	Loading (Constant).	Total Basic Wage.		
	£ s. d.	£ s. d.	£ s. d.	£ s. d.	
Within the area to which this Determination applies ..	5 1 0	0 6 0	5 7 0	2 18 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

36. (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 35.

(c) During each future successive half-year period beginning with the first pay period to commence in a November, or a May, 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) The wages for male juniors and apprentices and for female juniors shall be the undermentioned percentages of the contemporaneous basic wage and in addition thereto the constant loadings and additional amounts specified:—

	Percentage of Needs Basic Wage.	Constant Loading.	Additional Amounts.
MALE JUNIOR, NOT BEING AN APPRENTICE.			
	%	s. d.	s. d.
Under 15 years of age	22	0 6	2 0
Between 15 and 16 years of age	28	0 6	2 0
Between 16 and 17 years of age	35	1 0	3 6
Between 17 and 18 years of age	48	1 0	3 6
Between 18 and 19 years of age	60	1 6	5 0
Between 19 and 20 years of age	72	2 0	6 6
Between 20 and 21 years of age	85	2 0	8 0
APPRENTICE.			
First year	22	0 6	2 6
Second year	28	0 6	5 0
Third year	35	1 0	7 6
Fourth year	48	1 0	10 0
Fifth year	60	1 6	12 6
Sixth year	85	2 0	15 0
FEMALE JUNIOR.			
First year's experience	22	0 6	2 0
Second year's experience	26	0 6	3 6
Third year's experience	32	1 0	5 0
Fourth year's experience	38	1 0	6 6
Fifth year's experience	50	1 6	8 0

The rates prescribed for male juniors and apprentices and for female juniors shall be calculated to the nearest sixpence, any broken part of sixpence in the result not exceeding threepence to be disregarded.

(e) The weekly earnings of a pieceworker shall be increased or decreased in the following manner:—

At the end of each working week, the aggregate earnings of the pieceworker for such week shall be ascertained according to the piecework provisions of this determination, and where the pieceworker has worked on each and every day ordinarily worked in such week such aggregate earnings shall be increased or decreased by the sum of 1s. 1½d. for each shilling by which the basic wage has been increased or decreased in accordance with the foregoing provisions of this clause, but where the pieceworker has not worked on each and every day ordinarily worked in such week, then the aggregate earnings shall be increased or decreased by a part of such sum proportionate to the number of days worked calculated to the nearest penny.

(f) For the purpose of ascertaining the amount of any increase or decrease in the earnings of a piece-worker in accordance with the provisions of sub-clause (e) of this clause, the total basic wage prescribed shall be taken to have been £4 9s. per week.

SCHEDULE "A"—MACHINE COMPOSITION.

In addition to the piecework rates set out in this schedule a pieceworker shall be paid 3s. 9d. for each full week worked or a *pro rata* amount according to the time actually worked if less than a full week be worked.

PIECEWORK RATES FOR MACHINE COMPOSITION.

1. The piecework rate for machine composition shall be 5½d. per thousand ens, but where such work is done on a night shift the rate shall be 6½d. per thousand ens, and such piecework shall be done subject to the provisions of the Determination and of this schedule.

CAST-UP AND MINIMUM MULTIPLIER.

2. The cast-up shall be according to the point system, but the minimum multiplier for any line shall be 40, and the table of multipliers appended to this schedule shall be observed. A fraction of an en, if more than 5, shall count an en for the machine compositor, and if less shall not be counted. If it is 5, it shall count alternately for the house and the machine compositor.

LARGE TYPE.

3. Matter 13 ems and under 13 ems measure, composed in 10-point type, shall be charged ½d. per thousand ens extra, and all types above 10-point in size shall be charged ½d. per thousand ens extra.

BORDERED MATTER.

4. Matter having a machine-set border attached to the slug, whether such border is formed of rules, letters, or otherwise, shall be paid for at double rate.

DIALECTS, ETC.

5. Matter set in dialectic English or in illiterate spelling, where such matter is of four lines or more, or where the dialectic English or illiterate spelling is recurrent through the matter, shall be paid at rate and a half.

FOREIGN LANGUAGES.

6. Matter set in any language other than English shall be paid for at double rate.

"TAKE" OF COPY.

7. Twelve lines of 18 ems measure, or their equivalent in wider measures, shall constitute a machine "take" of copy. Provided that the matter given out at any one time, whether referring to the same or different articles, shall constitute one "take".

TOP AND BOTTOM RULES.

8. The top and bottom rules of tables shall be paid for as distinct lines when set or required to be inserted by the machine compositor, but cross rules in the body of a table, when set or required to be inserted by the machine compositor, are reckoned in the depth.

COLUMN OR TABULAR MATTER.

9. Column or tabular matter cast on one bar shall be charged:—Two columns (two justifications or arrangements), rate and a third; three columns, rate and a half; four or more columns, double rate. The above rates shall be paid whether the matter is with or without headings or rules. Where there are more than four columns, the machine compositor shall have the option to set the matter at the machine compositor's time-rate with the addition of 12½ per cent.

HEADINGS.

10. Column or tabular matter with headings in smaller type than the body shall be cast-up at the value of each body.

SMALL CAPITALS, ITALICS OR SORTS NOT ON KEYBOARD.

11. (a) For small capitals, italics, clarendon or other faces and sorts of type or characters of any kind, not on the keyboard but fed in by hand, one line extra shall be allowed for each word of six letters or less and two lines extra for each word of more than six letters.

(c) Where intermittent words are set on the keyboard in such faces and sorts, one line extra shall be paid for each line containing such words, excepting small capitals, which shall be paid one line extra for each word. When double letter matrices are used, and matter is set up on the upper tier or by the two-letter or leaf attachment for elevator head elevation, such matter up to 25 continuous lines shall be paid at rate and a half, and all matter beyond 25 continuous lines shall be paid at rate and a quarter.

RUN-ON LISTS AND SIMILAR MATTER.

12. Run-on subscription lists, share lists, land sales, wool sales, show-prize lists, cargo lists, tennis results, egg-laying competition results, pawnbrokers' advertisements, balance-sheets, University or other school lists (other than those which are figures only), cricket scores, rifle scores, quoit scores, mining and market reports, racing weights, racing results and similar matter, shall be paid for at rate and a half. University and other school lists and examination results, consisting of figures only, lottery results, consisting of figures only and other run-on figure matter, consisting of figures only, shall be paid for at double rate.

LEADERED MATTER.

13. All leadered matter, if leaders are ranged, and other leadered matter of 20 ems measure or over, shall be paid for at rate and a third.

INDENTED MATTER.

14. All matter set to 13 ems measure or less in 8-point or over, indented one or more ems each end or two ems or over on one end shall be paid for at rate and a half.

HOUSE MARKS—AUTHOR'S PROOFS.

15. (a) 'Alterations' from copy to the first proof shall be paid for at double rate. House marks or author's proofs shall be paid for at double rate, but twelve lines shall be the minimum charge. New matter or additions to copy shall be paid for at the ordinary rate if exceeding twelve consecutive lines.

(b) When an author's proof contains matter to be set in various measures, and the appropriate matter for one measure is intermixed with that of other measures necessitating the proof and/or copy being traversed three or more times before being completed, the charge shall be increased by one-third except where the matter makes nine lines or less.

(c) The House shall be entitled to correct all author's proofs or revises on time.

CORRECTION OF PROOFS ON TIME.

16. The House may at any time, in its discretion, correct proofs on time and deduct from the machine compositor the number of lines requiring alteration. The machine compositor shall have the opportunity of seeing proofs containing any correction charged against him.

SLUGGING, ETC.

17. The insertion of all display or corrected slugs, cutting, fitting or whiting, shall be done by the House.

WHITE LINES, ETC., INSERTED BY THE HOUSE.

18. The machine compositor shall not be paid for white lines, rules or other matter, inserted by the House, except where the same are set or are required by the House to be inserted as part of a "take."

MULTIPLE BAR MATTER TO BE LAID OUT BY THE HOUSE.

19. Where matter is set on two or more bars it shall be laid out by the House, but the machine compositor shall be responsible for any mistake made by him.

EXTRA CHARGE FOR MULTIPLE BAR MATTER.

20. Matter requiring two bars to complete one measure (not being tabular matter) shall be paid for at rate and a third; three bars rate and a half; four or more bars, double rate.

FULL LINES.

21. Each line cast by the machine shall be paid for as a full line, except when the vice jaw is reduced, when the full measure shall be charged for the first twenty lines only.

COPY TOO BIG FOR TRAY.

22. All matter set from copy (including books) that will not go on or cannot be folded or arranged to suit the copy tray, shall be paid for at rate and a third.

BAD OR INDISTINCT COPY.

23. Bad or indistinct copy, or copy written with an indelible pencil, or matter having to be transposed by the machine compositor (that is, matter which is not to be set up in the order in which it appears in the copy), shall be paid for at rate and a third.

CONTRACTIONS—EXTRA CHARGE.

24. Where the machine compositor has to make contractions, he shall be paid rate and a half for each line affected. This provision does not apply to ordinary recognized contractions such as St. for street, Rd. for road, Co. for Company, Ltd. for Limited, lb. for pound, oz. for ounce, &c. Further, this provision does not apply to work done on a directory or a telephone list.

DEFECTIVE MACHINES.

25. The correction of errors resulting from the defective working of the machine, and sunken letters, shall be paid for at double rates, provided that where a mechanic is employed on the shift, or some responsible person is present, his attention is called to the defect and he has failed to remedy the matter, but a machine compositor shall be entitled to this charge for all matter set up to the time when the defect was, or should reasonably have been observed by him.

LOWER MAGAZINE.

26. Where a machine compositor sets from a lower magazine from which the matrices assemble down a chute, the machine compositor may at his option do such work at the time rates for a machine compositor.

TIME-WORK.

27. A machine compositor, who may be temporarily required to do hand work on any day on which he is employed as a machine compositor, shall be paid therefor not less than the time rate for a machine compositor.

WAITING TIME.

28. Waiting time shall be paid for at the time rate for a machine compositor. All stoppages shall be cumulative, and shall be charged as waiting time, provided that such stoppages have not been caused by the fault of the machine compositor.

CHANGING MAGAZINE.

29. For changing magazine or mould in any slug-casting machine, the machine compositor shall be paid 5d., and for emptying or refilling magazine, 1s. 3d. In the case of a multi-magazine machine, or a machine of similar design, he shall be paid 1d. for each change, and 1d. for each return where the change and return of magazine is made by manipulation of handle or lever.

ATTENDING AND ADJUSTING.

30. On any shift a machine compositor on piece-work attending or adjusting one machine shall be paid 10s. per week extra, and for two or more machines 20s. per week extra. If the 10s. per week be not paid to a piece-worker, all mechanical troubles shall be rectified for him without delay, and he shall be paid for all time he is kept waiting at the time rate for a machine compositor.

LONG MEASURE.

31. Slugs of 26-ems pica measure and over set in 6-point or smaller type shall be paid $\frac{1}{2}$ d. per 1,000 ems in addition to the rate. Measures of 27-ems pica and over set in type larger than 6-point shall be paid $\frac{1}{2}$ d. per 1,000 ems in addition to the rate.

CHANGING MACHINE OR MAGAZINE.

32. If a machine is changed by order to a different type, the machine compositor shall not be required to change again to make corrections. Such corrections shall be done on a vacant machine if possible, but when they are done by another machine compositor, at the order of the House, one line shall be charged against the machine compositor who set the matter, and one line against the House for each line re-set.

INSTRUCTIONS.

33. Instructions shall be given to the machine compositor with the first "take" in each job.

CATCHLINES.

34. A piece-work machine compositor shall be paid for all catchlines when set by him.

FULL FOUNT OF MATRICES.

35. Each machine shall be provided with at least 25 space bands, and such a fount of matrices as will enable the machine compositor to do his work without delay.

CROSS RULES.

36. All cross rules when set by the machine compositor, whether in reading or advertisements, shall be paid for as separate lines.

TABLE OF MULTIPLIERS.

Measure. Pica ems.	Pica or 6-point.	Agate or 5½-point.	Nonpareil or 6-point.	Minion or 7-point.	Brevier or 8-point.	Bourgeois or 9-point.	Long Primer or 10-point.	Small Pica or 11-point.	Pica or 12-point.	English or 14-point.
6	40	40	40	40	40	40	40	40	40	40
7	40	40	40	40	40	40	40	40	40	40
8	40	40	40	40	40	40	40	40	40	40
9	43	40	40	40	40	40	40	40	40	40
10	48	44	40	40	40	40	40	40	40	40
11	53	48	44	40	40	40	40	40	40	40
12	58	52	48	41	40	40	40	40	40	40
13	62	57	52	45	40	40	40	40	40	40
14	67	61	56	48	42	40	40	40	40	40
15	72	65	60	51	45	40	40	40	40	40
16	77	70	64	55	48	43	40	40	40	40
17	82	74	68	58	51	45	41	40	40	40
18	86	79	72	62	54	48	43	40	40	40
19	91	83	76	65	57	51	46	41	40	40
20	96	87	80	69	60	53	48	44	40	40
21	101	92	84	72	63	56	50	46	42	40
22	106	96	88	75	66	59	53	48	44	40
23	110	100	92	79	69	61	55	50	46	40
24	115	105	96	82	72	64	58	52	48	41
25	120	109	100	86	75	67	60	55	50	43
26	125	113	104	89	78	69	62	57	52	45
27	130	118	108	93	81	72	65	59	54	46
28	134	122	112	96	84	75	67	61	56	48
29	139	127	116	99	87	77	70	63	58	50
30	144	131	120	103	90	80	72	65	60	51

A. V. BARNES, J.P., Chairman.

J. W. RYAN, Secretary.

Melbourne, 8th September, 1947.



VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 416]

TUESDAY, OCTOBER 14.

[1947

Factories and Shops Acts.

DETERMINATION OF THE STATIONERY BOARD.

NOTES.—(a) This Determination since the 21st July, 1946, has applied to the whole of the State of Victoria.

(b) The following trades have been proclaimed as apprenticeship trades under the *Apprenticeship Act 1928*, for the Metropolitan District:—

- 1 Edge gilding.
- 2 Guillotine machine operating.

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 4th July, 1938, has had the power to determine the lowest prices or rates which may be paid to any persons (other than persons subject to the jurisdiction of the Cardboard Box Trade Board, the Paper Bag Trade Board, the Paper Board, or the Wicker and Baby Carriage Board), employed in the trade of:—

- (a) Wholly or partly preparing or manufacturing stationery or articles made of paper, cardboard or similar materials, but not including paper flowers, paper patterns, paper dresses, paper cake frills, paper baskets, paper party hats or caps, paper crackers or bon bons, or lampshades:

- (b) Brushing, Calendering, Cutting from reel, or Surface coating } Paper, cardboard, or similar materials,

has made the following Determination, namely:—

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

2.

First Column. Number of Rate.	Second Column. Description of Employment.	Third Column. Weekly Wage.
<i>Table "A"—Adult Males.</i>		
1	Blocker (an employee engaged on the work of blind blocking is not by reason only of the fact that he is doing such work entitled to this rate)	7 12 0
2	Edge gilder	7 12 0
3	Guillotine machine operator	7 12 0
4	Tag machinist where machine has printing attachment	7 6 0
5	Tag machinist	6 10 0
6	Cutter from reel and/or slitter	6 5 0
7	Cutter from reel and/or slitter, if cutting or slitting— (a) Printed, creped, or embossed paper, or papers coated with gum or other adhesive (b) Paper into rolls for recording machines or wrapping machines, or machines similar to these machines	6 8 6 6 8 6

First Column. Number of Rate.	Second Column. Description of Employment.	Third Column. Weekly Wage.
<i>Table "A" Adult Males—continued.</i>		
8	Envelope angle cutter	7 1 0
9	Envelope angle cutter who has to mark out	7 6 0
10	Envelope cutter and/or die cutter	6 8 6
11	Envelope cutter and/or die cutter who has to mark or lay out	6 13 6
12	Cutter of playing cards	6 8 6
13	Doyley machinist	6 13 6
14	Surface coater	6 8 6
15	Colour mixer for surface coating	6 1 0
16	Calenderer	6 5 0
17	Brusher	6 5 0
18	Water-proofer	6 5 0
19	Plate roller of paper or board	6 5 0
20	Employee working pasteboard machine	6 10 0
21	Employee (whether working under a foreman or otherwise) in charge of envelope-making machine or machines	7 12 0
22	Employee employed edge-staining, board-cutting, bevelling, blind-blocking and/or cutting of material (except leather) solely and continuously	6 8 6
23	Persons employed on machines not specified in this Table and which are not used in a trade subject to an apprenticeship	6 5 0
24	Toilet roll automatic core making machines	6 8 6
25	Toilet paper crepeing machinist	6 8 6
26	Toilet roll slitting and rewinding machinist	6 8 6
27	Toilet paper oval roll slotting machinist	6 5 0
28	Any other adult male	5 13 0
29	An employee working on a night shift for a week shall be paid 12s. extra for such night shift work; if he works less than a week he shall be paid <i>pro rata</i> for the hours worked by him.	

Table "B"—Adult Females.

(Including non-adult females of at least five years' experience.)

1	Female employee of more than five years' experience employed in connexion with stationery	3 14 6
2	Female embosser	3 16 0
3	A female employee in charge of or who supervises, directs, or is responsible for the work of— (a) from three to eight employees (both inclusive) (b) from nine to fifteen employees (both inclusive) (c) over fifteen employees	3 19 6 4 9 6 4 17 0
4	Female employees not otherwise specified	3 4 0

NOTE.—See clause 30 (f) *re* additional rate to be paid to any person employed in bronzing by hand or dusting-off by hand.

FEMALE TO BE PAID MALE RATE.

3. Where a female is employed to do any work specifically named or described or of the class mentioned in Table "A" which is not specifically named or described in Table "B" she shall be paid the rate which is prescribed for the male; provided that this clause shall not apply to any individual female employee in respect of work which at the date of coming into operation of this Determination was being done by her, and for which no marginal rate for females is herein specifically prescribed.

RATES FOR JUNIORS AND APPRENTICES.

4. Where the work is performed by a male junior, not being an apprentice—

eng an apprentice—		Per week.	
		<i>l</i>	<i>s. d.</i>
1.	Under 15 years of age	1	4 6
2.	Between 15 and 16 years of age	1	11 0
3.	" 16 " 17 "	2	0 0
4.	" 17 " 18 "	2	13 0
5.	" 18 " 19 "	3	7 0
6.	" 19 " 20 "	4	1 0
7.	" 20 " 21 "	4	16 0

Where the work is performed by a male apprentice—

					<i>Per week.</i>
					<i>£ s. d.</i>
8.	First year	1 5 0
9.	Second year	1 14 0
10.	Third year	2 4 0
11.	Fourth year	2 19 6
12.	Fifth year	3 14 6
13.	Sixth year	5 3 0

14. A junior working on a night shift for a week shall be paid 9s. extra for such night shift work; if he works less than a week he shall be paid *pro rata* for the hours worked by him.

15. Provided that any apprentice who has passed Grade III. (Trade Theory and Practice) examination referred to in the regulations of the Apprenticeship Commission of Victoria, and has also become entitled under the said regulations to an increased rate of pay for proficiency for such examination, shall have the amount of such increase paid to him each week, beyond any period provided for in the said regulations until the completion of his apprenticeship, together with the rate herein prescribed appropriate to the year of his apprenticeship.

Where the work is performed by a female junior—

	Per week.	
	£	s. d.
1. First year's experience	1	4 6
2. Second year's experience	1	10 6
3. Third year's experience	1	18 0
4. Fourth year's experience	2	6 0
5. Fifth year's experience	3	0 0
6. And thereafter the minimum wage prescribed for		

7. A female junior entering the industry in her eighteenth year or later shall receive the foregoing rate appropriate to her experience and not less than 6s. 6d. per week extra until she reaches the age of 21 years, when she shall be paid the minimum wage prescribed for females for the class of work which she is doing.

8. In the above provisions as to work performed by females "experience" means experience in the industry, including experience in the employ of more than one employer and any female employee mentioned in such provisions on leaving or being discharged from her employment shall be entitled to a certificate from her employer stating the date when such employment began and the date of its termination duly signed or otherwise authenticated by the employer. Such certificate shall be the property of the employee and shall be returned to her by any subsequent employer within seven days of her engagement.

LIMITATION OF EMPLOYMENT OF JUNIORS.

5. (a) No department shall be manned exclusively by juniors.

(b) Not more than two male juniors shall be employed to each male adult employed as a weekly employee in each department. For the purposes of this provision an apprentice shall be deemed to be a junior.

(c) No junior, unless an apprentice, under 18 years of age, shall be employed on a power-driven guillotine.

(d) In all parts of the industry, juniors shall (except in any branch of the industry in respect of which provision is made for apprenticeship) be given reasonable opportunities to become proficient in different classes of work, and shall be taught higher grade work as they progress in the knowledge of their work.

(e) In connexion with any branch of the industry in respect of which provision is made for apprenticeship, no employer

shall engage any male person under the age of 21 years, or continue the employment of any such male person engaged but not indentured before the commencement of this Determination, except as an apprentice or probationer for apprenticeship (provided that the period of such probation shall not exceed six months from the engagement of such male person, and that such person shall not at any time during his probation be more than 18 years of age).

Nothing in this sub-clause shall affect the employment of boys in such work as going messages, sweeping-up, and cleaning or feeding printing machines.

HOLIDAYS.

6. (a) An employee shall be entitled to be absent from his employment without deduction of pay on any holiday. In this Determination "holiday" means the day observed as any of the following days:—New Year's Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, Christmas Day, Boxing Day, Australia Day, King's Birthday, and Melbourne Cup Day.

(b) An employer shall not terminate the employment of a weekly employee for the purpose of evading payment for the holidays prescribed by this Determination.

(c) Where an employee is dismissed within one week before any holiday (or within one week before the first day of several holidays), his re-engagement by the same employer within one week after such holiday (or, as the case may be, within one week after the last day of such several holidays), shall be prima facie evidence that his employment was terminated in breach of sub-clause (b) hereof.

(d) Where the employer terminates the employment within one week of a day on which a holiday occurs, the employee shall be paid for such holiday or holidays prescribed by this Determination, provided that such employee had been employed by the employer for a period of at least one week prior to the termination of the employment.

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

(f) When an employee is absent from his or her employment for a period exceeding fourteen days through illness, or with the consent of the employer, the employee shall not be entitled to payment for any public holidays occurring during such period of absence in excess of the period of fourteen days.

(9) The wage payable to a weekly piece-worker under this clause shall be that fixed for a time-worker in the same occupation. A junior male shall be paid the time wage appropriate to his age and a junior female the time wage appropriate to her years of experience, provided that a female worker of more than five years' experience shall be deemed to be an adult for the purpose of computing the amount payable to her under this clause.

(h) The provisions of this clause 6 shall apply only to weekly employees.

CONSTANT SERVICE LEAVE.

7. (a) In addition to the holidays provided for by clause 6 hereof, an employee, whether a time-worker or a piece-worker, who remains in the service of the same employer for at least a year, shall, if the employment has not been terminated, be entitled to two weeks' leave of absence on full pay during each year of service, or bonus as provided in sub-clause (e) hereof where the service is being terminated.

(b) The employer shall have the right to fix the time when such leave will be given, but must fix a time so that the leave then accrued due will be wholly given in one continuous period within fifteen months after the beginning of the period of service in respect of which the leave is due.

(c) The employer may, if he thinks fit, give at any time in advance the period of continuous leave on full pay prospectively due.

(d) Where any of the holidays provided for in clause 6 hereof so falls in the week as in the ordinary course to entitle an employee to be paid in respect of that holiday although he does not work thereon, and that holiday happens to fall within that employee's period of leave of absence, the days in that period shall be reckoned in addition to that holiday. Provided that if in consequence of compliance with this sub-clause the said period so reckoned includes three Sundays, one additional day, not being a non-working day, shall be added to and form part of the said period.

(e) If an employment which has continued for a period of at least six calendar months is terminated before the employee has received Constant Service Leave, the employee shall be paid a bonus consisting of the percentage of two weeks' wages which the time of service for which no leave has been given bears to twelve calendar months.

(f) If the employee is a piece-worker the pay to be given for the period of leave of absence or as a bonus where leave is not given shall be at the rate fixed for a time-worker doing the same class of work as that of the employee.

(g) Where the employer is a successor or assignee or transferee of a business, and an employee was in the employment of the employer's predecessor at the time when he became such successor or assignee or transferee, the employee in respect of the period during which he was in the service of the predecessor shall for the purposes of this clause be deemed to have been in the service of the employer.

(h) For the purposes of this clause the service shall be deemed to have continued and to continue unbroken and constant notwithstanding any interruption or termination of the employment by the employer if such interruption or termination has been or be made merely with the intention of avoiding obligation hereunder in respect of leave of absence or bonus.

(i) For the purposes of this clause, the calendar months 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.

(j) Each employee before going on leave shall be paid two weeks' wages. A piece-worker shall be paid the wage referred to in sub-clause (f) hereof.

(k) An employee who is to be given leave as provided in sub-clause (a) herein, shall be given at least two weeks' notice of the commencing date on which he will be required to take his leave.

FEMALES NOT TO OPERATE MACHINE.

5. A female shall not be required or permitted to operate any guillotine machine.

REST INTERVAL FOR FEMALES.

9. There shall be an interval of ten minutes at a time fixed by the employer between 10 a.m. and 11 a.m. for rest on each day, Monday to Saturday inclusive, in each week for each female employee on time-work or on piece-work, such time to count as time worked. Reasonable facilities shall be provided by the employer for the employee to have refreshments during such interval if the employee so desires.

FIVE-DAY WEEK.

10. When the employer desires to work the ordinary working hours in a five-day week, he may do so. The employer and the employees may thereupon agree upon the hours of commencing and finishing work with a starting time not earlier than 7.30 a.m., and a finishing time not later than 6 p.m., and in the event of such agreement being made, the hours so agreed shall be substituted for the hours fixed by this Determination, notwithstanding anything to the contrary contained in clauses 11 (b), 13 (b) and (c), and 13 (h) hereof. In default of agreement, such hours may be decided by this Wages Board.

HOURS.

11. (a) The day work hours of duty of employees shall not exceed eight hours on Monday to Friday inclusive and four hours on Saturday, and shall not exceed 44 hours in any week, to be worked between 8 a.m. and 6 p.m. on Monday to Friday inclusive, and between 8 a.m. and noon on Saturday.

(b) The daily working hours of each office shall be conspicuously displayed in each workroom, and shall continue unchanged until altered by agreement between the employer and his employees, and in default of such agreement, as settled by this Wages Board.

NIGHT WORK.

12. (a) Night-shift work is work other than overtime work done between the hours of 6 p.m. and 8 a.m.

(b) The hours of duty for night-shift workers shall not exceed 44 per week, to be worked within ten hours a shift on Monday to Friday inclusive.

(c) The hours of commencing and finishing duty on each shift, of all employees on night shift or unusual shift, shall be arranged between each particular employer and his employees, and in default of such agreement, as settled by this Wages Board.

(d) A female employee or an employee under seventeen years of age shall not perform night-shift work.

(e) On any day when the hours of any night-shift overlap the day-shift hours, the night-shift hours shall be observed, and the night-shift wage shall be paid for such day.

OVERTIME.

13. (a) All overtime rates earned by an employee shall be paid in full, and no deduction shall be made from such overtime rates by reason of any time not worked by such employee.

(b) All duty performed by time-workers in excess of or outside the hours mentioned in clauses 11 or 12 hereof, or in excess of the hours of a shift, shall be overtime, and shall be paid for at the rate of time and a half for the first three hours and double time thereafter.

(c) All duty performed by piece-workers in excess of or outside the hours mentioned in clauses 11 or 12 hereof, or in excess of the hours of a shift, shall be overtime, and shall be paid for at the rate of rate and a half for the first three hours and double rate thereafter.

(d) (i) Where a weekly time-worker works on any day of his annual leave or on any public holiday mentioned in clause 6 hereof when he is entitled to be away from his employment, he shall be paid therefor at not less per hour than the hourly rate of his weekly wage, in addition to the weekly wage, and shall be given not less than four hours' work, or pay equivalent thereto.

(ii) Where a weekly piece-worker works on any such day of annual leave, or on any such public holiday, he shall be paid therefor one day's pay of the corresponding time-worker, and the usual piece-work rate or rates for work done by him. He shall also be provided with at least four hours' work, and in the event of insufficient piece-work being provided to keep him continuously employed for such four hours he shall be paid for any non-working time at the time-worker's ordinary hourly rate.

(iii) Should a weekly time-worker, or weekly piece-worker, who has worked on a holiday within the hours of his ordinary working day, work on such holiday before the ordinary hour of commencing work or after the ordinary hour of finishing work, he shall be paid double the ordinary time-work rate or double the ordinary piece-work rate, as the case may be, for the hours worked before the ordinary hour of commencing work, or after the ordinary hour of finishing work.

(iv) This sub-clause (d) shall, with the necessary changes, be read to apply equally to a night worker as to a day worker.

(e) (i) Double time or double rate shall be paid for all work done on Saturday afternoon, and (with a minimum of four hours' work or pay equivalent thereto) on Sunday.

(ii) Where the hours of the ordinary working week are worked within five days any work done on the sixth day shall be paid for at time and a half or rate and a half for the first four hours worked before noon and at double time or double rate thereafter.

(iii) Where the hours of the ordinary working week are worked within five night shifts, any work done on the sixth night shift shall be paid for at double time or double rate.

(f) An employee, if called upon to work overtime in excess of one hour after the usual finishing time of any shift, shall be paid for two hours' work at overtime rates at the least. Where notice of overtime in excess of one hour has not been given to an adult male employee during the previous shift, or where notice of overtime has been given to him, but overtime has not been worked, 2s. shall be paid as an allowance for tea money. The same allowance shall be made for each meal reasonably occurring during such overtime work. Where any junior, apprentice, or female is required to work overtime, or is given notice of overtime, and such overtime is not worked, 1s. shall be paid as an allowance for tea money. The same allowance shall be made for each meal reasonably occurring during such overtime work.

(g) (i) Any employee required to work more than six consecutive shifts without a clear interval of 36 hours after the sixth shift shall be paid double rates for all work performed by him after the sixth shift until he shall have had such clear interval of 36 hours between shifts.

(ii) An employee who during the course of a week's work is transferred from day shift to night shift, or from night shift to day shift, shall be allowed at least a ten-hours' break between the time of finishing his day shift and the time of commencing his night shift or from the time of finishing his night shift and the time of commencing his day shift, as the case may be. If such ten-hours' break is not allowed, the employee shall be paid overtime rates for the shift immediately following the change.

(h) No employee under 16 years of age shall be employed on overtime. No employee under 17 years of age, nor any female, shall be on duty in any event before 8 a.m. or later than 9 p.m. on any working day, subject to clauses 10 and 11 (a) hereof.

(i) An employer shall not require or permit any female employee to work overtime after 6 p.m. unless at least one other female person is working with her.

(j) An employer shall not require or permit an employee to work overtime or on night shift in connexion with power-driven machinery unless he works in company with at least one other person.

(k) One hour's time at the least, in addition to the actual time worked and/or the time the employee is required to stand by for work shall be paid for as a "call" to any employee brought in to do any work not in the ordinary working hours, such to be paid for at the rate of time and a half or rate and a half, except on Saturday afternoon, and on Sunday, when double time or double rates shall be paid.

EMPLOYEE MISSING USUAL CONVEYANCE.

14. Whenever the finishing time of any employee working overtime or working on any temporary night shift is such as to cause him to miss the usual means of conveyance home, he shall be conveyed home in a suitable manner, without delay, at the expense of the employer.

MEAL PERIOD.

15. (a) The minimum time allowance for meals shall be three-quarters of an hour, and the maximum allowance one hour. Provided that an employer and a majority of not less three-fourths of his employees may agree to a reduced period, but not less than half an hour.

(b) No employee shall be compelled to break shift except for meals, and no shift shall exceed five hours without a break for meals.

(c) Where an employee is required to work during his usual meal period he shall be paid one-half extra on the hourly rate of his weekly wage for the time so worked, and be allowed his usual meal period as soon as it can be arranged.

(d) The lunch period of any employee shall be between the hours of noon and 2 p.m.

TERMS OF EMPLOYMENT AND SICK PAY.

16. (a) No person shall be employed except as—

- (i) a weekly time-worker; or
- (ii) a weekly piece-worker; or
- (iii) a casual time-worker; or
- (iv) a casual piece-worker.

(b) A weekly time-worker, to become entitled to payment of a weekly wage, shall perform such work as the employer shall from time to time require on the days and during the hours usually worked by such employee.

(c) (i) A weekly time-worker not attending for duty shall lose his pay for the actual time lost unless he produces or forwards within 23 hours of the commencement of such absence evidence or a message satisfactory to the employer that his non-attendance was due to personal ill-health necessitating such absence, but notwithstanding that he may be employed by different employers he shall not be entitled to payment for non-attendance on the ground of personal ill-health for more than 44 hours in each year. Such year shall begin on the 23rd February.

(ii) A weekly piece-worker shall be excused from presenting himself for employment at the proper time and place each day because of personal ill-health, and shall be paid at the corresponding time-worker's wage for the period of ill-health in all respects as if during such period he had been a weekly time-worker employed on such days and during such hours as are usually worked by time-workers upon any day shift, and he shall comply with and be subject to the conditions for time-workers prescribed in paragraph (i) hereof.

(iii) If an employer within 48 hours 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 personal ill-health, fails to despatch or give to the employee a 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 personal ill-health.

(iv) If an employer within 48 hours after the receipt by him of such message despatches, or gives to the employee a written notice that he does not accept such message as satisfactory evidence of personal ill-health, 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 personal ill-health, he shall pay or refund any fee and incidental expenses necessarily paid or incurred by the employee. 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.

(v) If an employer rejects a claim for sick pay this Wages Board shall have power, upon application by the Printing Industry Employees Union of Australia, or by the employee concerned, to hear such claim, and to make such order thereon as it thinks appropriate; and the employee, if required to attend this Wages Board on the hearing of his claim, shall, if his claim succeeds, but not otherwise, be entitled to be paid by the employer for the time of his attendance, if a time-worker, at his usual rate, or if a piece-worker, at the corresponding time-worker's rate.

(vi) In any case where the period of 48 hours referred to in paragraphs (iii) and (iv) 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 48 hours shall be deemed to commence at the starting hour of the next ordinary working day.

(vii) A weekly employee shall not be entitled to the sick pay benefits of this clause until he has worked in the employment of his employer for a period of three working weeks.

(d) A weekly piece-worker is a piece-worker engaged as a weekly employee. The following conditions apply to the employment of a weekly piece-worker:—

(i) On each working day or night of the week he shall present himself for employment at the usual time for beginning work at the place of business of the employer unless informed before leaving work by the employer that his attendance on any day or any night is not required.

(ii) If he has not been informed as provided in the foregoing paragraph, and actually presents himself on any such day or any such night he shall receive not less than four hours' continuous employment or be paid for such four hours (or any part of such four hours as would be non-working time) at the appropriate rate for a time-worker. Provided that a weekly piece-worker on day work working on a Saturday shall receive not less than three hours' work or be paid for such three hours (or any part of such three hours as would be non-working time) at the rate aforesaid, and his shift shall finish not later than noon.

(iii) (1) The provisions of this paragraph (iii) shall have full force and effect notwithstanding anything contained in this Determination, or in the Schedule thereto.

(2) In this paragraph the words "the corresponding time-worker" mean—

(a) As to an adult male, as defined by clause 33 (d) hereof—an adult male weekly time-worker employed in the same calling as the weekly piece-worker who is concerned;

(b) As to an adult female, as defined by clause 33 (d) hereof—an adult female weekly time-worker employed in the same calling as the weekly piece-worker who is concerned; and

(c) As to a male junior—a male junior weekly time-worker of the same age employed in the same calling as the weekly piece-worker who is concerned; and—

(d) As to a female junior or any female of less than five years' experience—a female junior weekly time-worker of corresponding experience employed in the same calling as the weekly piece-worker concerned.

(3) For any week in which he has worked the full hours of duty, the weekly piece-worker shall be paid at least the corresponding time-worker's wage.

(4) For any week in which, though he has complied with the provisions of paragraph (i) hereof, he is not required to work the full hours of duty, he shall be paid for that week the corresponding time-worker's wage.

(5) If in any week there occurs a public holiday, as provided in clause 6 hereof, upon which the weekly piece-worker is not required to work, he shall be paid, in addition to his aggregate piece-work earnings for that week, a sum equivalent to that paid to the corresponding time-worker for such public holiday.

(iv) Notwithstanding anything in this Determination contained, lateness shall not, except as in this condition provided, affect the right of a piece-worker to the benefits of this sub-clause (d). A piece-worker's earnings shall not be subjected to deduction for lateness or lost time unless such lateness or lost time would cause an employer to make a payment which he otherwise would not be required to make. Subject to this condition, where a piece-worker is late or loses time on any day he shall be subject only to such a deduction from any moneys due to him as is proportionate to the time actually lost by him.

(e) (i) The employment of a weekly time-worker or piece-worker may be terminated by a week's notice on either side, or by the employer, at his option, by payment of a week's wages in lieu of notice, and such notice may be given on any day of the week, to take effect one week after the day on which it is given. This shall not affect the right of the employer to dismiss any employee without notice for malingering, inefficiency, neglect of duty, or misconduct, and in such case wages shall be paid up to the time of dismissal only, or to deduct payment for any day the employee cannot usefully be

employed because of any strike of the Printing Industry Employees Union of Australia, or any other union, or through any breakdown of machinery, or any stoppage of work for any cause for which the employer cannot be held responsible.

Provided always that the notice referred to in this paragraph shall not be given so as to take effect concurrently with any constant service leave to which the employee may be entitled, and such notice or payment in lieu of notice shall be additional to any bonus payable to the employee under clause 7 of this Determination.

(ii) In the event of work being temporarily stopped by a breakdown of machinery, or by any cause for which the employer cannot be held responsible, and the employee has lost at least two days' pay, the employee, whether a weekly time-worker or weekly piece-worker, may inform the employer of his intention to terminate his employment, whereupon the employment shall be terminated without the employee being required to give the week's notice mentioned in paragraph (i) hereof, and he shall be paid such moneys as are due to him under this Determination.

(f) Where a weekly piece-worker gives or receives a week's notice of the termination of his employment, he shall during the week that such notice runs, be given the same amount of piece-work as it has been customary for him to perform during the period of his engagement.

(g) If an employee's services be terminated during the course of the week, he shall be paid all money due to him at the termination of his service, or all money due to such employee shall be forwarded to him by post within 24 hours thereafter. Without prejudice to his liability to legal proceedings in respect of such non-observance, an employer not observing this provision shall pay such employee an extra full day's pay for each day after the employer's usual pay day upon which he applies at the employer's place of business for payment of the amount due to him, and does not receive it.

CASUAL EMPLOYEES.

17. (a) An employer when engaging a person for casual employment shall inform him then and there that he is to be employed as a casual. Except where this is done the employee shall be a weekly time-worker or weekly piece-worker. A casual employee, after two weeks of continuous employment as a casual employee, shall become a weekly time-worker or weekly piece-worker.

(b) If a casual employee commences duty on any day, or is directed to attend for duty and actually attends on any day, such employee, if a time-worker, shall in respect of such day be paid at the rate herein provided and for six hours (either day or night) at the least, except on Saturday, when he shall be paid for three hours at the least, and if a piece-worker, shall, in respect of such day, be given four hours' work at the least, or paid for four hours (or any part of such four hours as would be non-working time) at the appropriate rate for a time-worker except on Saturday, when he shall be given three hours' work at the least or paid for three hours (or any part of such three hours as would be non-working time) at the corresponding time-worker's rate.

(c) A casual employee, whether working at piece-work or time-work and whether working on day or night shift, shall be paid for such work the piece-work rate or the hourly rate prescribed for such work, with the addition of 12½ per cent.

(d) A casual employee, when working overtime shall have his rate of pay as a casual employee increased by the same proportion (e.g., one-half or double as the case may be) as the weekly worker's rate applicable to the class of work done by the casual employees directed to be increased under this Determination for work done on overtime, with the addition of 12½ per cent.

MIXED FUNCTIONS.

18. Where during any day a time-worker or piece-worker is employed on work requiring the performance of functions involving different rates of wages prescribed by this Determination, the minimum rate of wage to be paid to the employee for that day shall be calculated as if the employee performed such only of the said functions as involved the highest rate of wage.

PIECE-WORK.

19. (a) The piece-work rates payable to adults and juniors shall be uniform and not differential.

(b) When an employee is employed upon piece-work to perform any of the functions or duties for which a time wage is fixed by this Determination and for which a piece-work rate is not fixed, then the minimum piece-work rates for such work shall be so calculated by the employer that an average adult worker may earn at the least at such piece-work rate, if employed during the hours fixed for work for time-workers, a sum equal to such time-worker's wage, with the addition of 12½ per cent., and such piece-work rates shall be notified to the employee before the work is commenced by him. All such piece-work rates so fixed shall be posted and kept posted in a conspicuous and easily accessible place in the workroom. Any such rate which provides a wage not less than that

stipulated herein for an average adult worker, and which has been in operation for one month, shall remain unchanged unless a change is agreed to by the Printing Industry Employees Union of Australia or is made by this Wages Board.

(c) No undue advantage shall be given to one piece-worker over another. This provision applies to the quantity and to the classes or quality of work to be supplied to the employee.

(d) Piece-workers required to clean bench, glue board or table, or floor, or any machine, shall be paid for the time he or she is occupied on such work at the rate provided herein for time work for the class of work on which the employee is usually employed.

(e) Piece-workers shall have their work counted out for them and so arranged in a convenient place that no time will be lost. Glue, paste, and all other essentials shall be provided by the employer in proper condition to permit of the work being facilitated, and such materials shall be of good average quality.

(f) (i) The piece-worker shall be provided with a book in which the piece-worker is to enter the work performed by such piece-worker in such a manner as to clearly set out each and every operation performed by such piece-worker.

(ii) To the entries made as set out in the foregoing paragraph the employer shall affix the correct price of the work in ink, and shall return the book to the employee at the end of each day's work or within four hours of commencing work on the following day.

(iii) The piece-worker shall be entitled to take away such book at the end of each day's work, but shall bring such book back to the factory when arriving at the factory to commence work each day. Such book shall be and remain the property of the piece-worker.

(iv) All waiting time shall be entered in such book by the piece-worker.

(v) Nothing in this sub-clause (f) shall operate to prevent an employer from having his own book or other form of record for his own purposes kept in any manner he may desire, and in such book or other form of record he may require the piece-worker to make such entries as he deems to be necessary.

(g) When piece-workers are kept waiting for work or any materials, all waiting time shall be totalled up when the day's work is finished, and paid for at not less than the corresponding time-worker's rate. A piece-worker shall be deemed to be waiting for work unless directed not to remain on the employer's premises for work.

(h) A weekly piece-worker of more than five years' experience in the branch of the industry in which he or she is employed shall not for any other reason than inefficiency be changed to time work (1) unless paid the corresponding time-worker's hourly rate with 12½ per cent. in addition; or (2) unless given one week's notice by the employer of his intention to require him or her to work as a time-worker.

(j) No system of payment by results other than that authorized by this Determination shall be permitted unless agreed to by the Printing Industry Employees' Union of Australia or sanctioned by this Wages Board.

(k) Any system of payment by results in operation at the commencement date of this Determination may continue to operate provided that its terms shall be posted in a conspicuous place in each workroom in which the work is being done, and kept posted. The terms of any such system may be changed from time to time with the consent in writing of the said Union or by this Wages Board. Any such system when discontinued shall not be revived, except as provided in sub-clause (j) herein.

WAGES AND PAY DAY.

20. (a) Subject to clause 16 (e) hereof, an employee shall be paid his wages on Thursday or Friday in each week, and not more than two days' pay shall be kept in hand by the employer.

(b) Notwithstanding anything to the contrary contained herein, an employer shall not be required to pay to an employee any amount which is in dispute as sick pay (should the employee become entitled to the sick pay claimed) until the pay day of the pay week following the pay week in which the claim for sick pay was made to the employer.

WORK NOT TO BE TAKEN OFF EMPLOYER'S PREMISES.

21. No work shall be taken off the employer's premises to be executed by any employee.

TIME BOOK.

22. (a) Each employer shall keep a time and wages book, correctly and fully written in ink, showing the name of each employee, and his occupation, the hours worked (including overtime) each day or night, and in respect of waiting time paid for under clause 19 (g) hereof the time of the commencement and the ending of each period of waiting time, and the wages, overtime, and allowance paid each week:

provided that the employer may at his option use a mechanical clock in lieu of a time book for the purpose of recording the time of each employee. The book, or, when a clock is installed, the time cards, shall be open for inspection by a duly accredited official of the Printing Industry Employees Union of Australia, or of the employer's employees, during the usual office hours at the office or other convenient place. The inspecting official shall be entitled to take and carry away a copy of any entry in such book or time card, and may in any relevant proceeding tender such copies in evidence. Every book or time card kept or made under this clause shall for at least twelve months after the making of any record thereon be kept by the employer at his place of business and shall be there open for inspection under this clause.

(b) The employer shall also keep for inspection a record of the age of each male junior and the age and experience of each female junior.

(c) Twenty-four hours' notice of the intention to inspect the time book shall be given to the employer whose book is to be inspected.

AUTHORIZED PERSON MAY ENTER FACTORY.

23. (a) (1) The secretary-treasurer of the Printing Industry Employees Union of Australia, and

(2) The secretary of the appropriate branch or sub-branch thereof of the said union, or

(3) An officer of the appropriate branch or sub-branch thereof of the said union accredited in writing by the secretary of the branch shall have power to enter and inspect during working hours any part of a printing factory or workshop in which any piece-work operation is being carried on, and to interview the employees in regard to piece-work rates and conditions of employment.

(b) At least four hours' notice shall be given to the employer or his representative by any such person or persons prior to his or their actual going on the premises, and the employer shall be notified of his or their arrival, and he or his representative shall be entitled to accompany any such person or persons, and shall provide access to the wages book and time sheet and records of any piece-work employee. Upon request of the said person the employer or his representative shall produce any work or part of any work done or in the course of being done by a piece-work employee. The work and duties of the employees shall be interfered with as little as possible by any such person.

UNION OFFICIAL VISITING FACTORY.

24. Duly accredited representatives of the Printing Industry Employees Union of Australia shall have the right to enter employers' working establishments during the midday meal time for the purpose of interviewing employees on legitimate union business, on the following conditions:—

(a) That the representative produces his authority to the employer or his representative.

(b) That the representative interviews employees only at places where they are taking their meals.

(c) That not more than two such representatives shall at any one time visit or be in any one working establishment, and if there are two representatives they shall both be there at the same time.

(d) That if a working establishment shall have been visited by any such representative during a week it shall not be visited afterwards during the same week by any such representative.

(e) That if any employer alleges that a representative is unduly interfering with his working establishment, 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 said union shall have the right to bring such refusal before this Wages Board which may thereupon rescind or otherwise deal with such refusal.

UNION DELEGATE.

25. Not more than two delegates, chosen by and from the employees of an employer, shall be allowed the necessary time in working hours to interview the employer or his representative for the purpose of submitting grievances. If the members so chosen be piece-workers they shall be paid for such time the time-worker's wage in their branch of the industry.

SEATING PROVISION.

26. (a) Any male employee whose work requires him to be seated shall be provided with a reasonably comfortable seat.

(b) Any female employee whose work permits of her being seated or requires her to be seated shall be provided with a reasonably comfortable seat.

DETERMINATION, ETC., TO BE POSTED.

27. A copy of this Determination shall be kept posted in a prominent place in each workroom where it may be read by employees. The Printing Industry Employees Union of Australia shall be permitted to post notices as to union meetings on a board at each establishment in a reasonable manner.

HEALTH NOTICES.

28. Notices containing advice for the preservation of the health and protection of workmen, if provided by the Printing Industry Employees Union of Australia, shall be kept prominently posted and displayed in all workrooms by the employer.

APPRENTICES.

29. A beginner shall be apprenticed to learn and shall be fully and thoroughly taught and instructed by the employer in the following branches of the industry:—

(i) Edge gilding.

(ii) Guillotine machine operating.

BRONZING OR DUSTING-OFF.

30. (a) Bronzing or dusting-off by hand shall not be done except in connexion with—

(i) An efficient exhaust draught which effectively carries away bronze dust in the atmosphere; or

(ii) An appliance or within a structure of canvas, wood, or other suitable material so constructed as to prevent, as far as practicable, the escape of dust into any occupied room.

(iii) The foregoing conditions shall not be enforced where bronzing or dusting-off is not done in any workroom for more than two hours in any one day.

(b) There shall be provided—

(i) Suitable overalls and head coverings for all persons engaged in bronzing or dusting-off, which shall be washed or otherwise effectively cleansed at least once every week when in use.

(ii) For all persons engaged in bronzing or dusting-off a suitable place or places for clothing put off during working hours.

(c) Every person employed in bronzing or dusting-off shall—

(i) Wash the face and hands before partaking of any food or leaving the premises;

(ii) wear the overalls and head coverings supplied, as provided herein;

(iii) deposit clothing put off during working hours in the place or places provided in pursuance of these regulations.

(d) Where bronzing or dusting-off is done regularly there shall be provided and maintained in a clean state and in good repair for the use of all persons employed in bronzing or dusting-off a lavatory with a sufficient supply of clean towels and soap and nail brushes, and having a supply of hot and cold water.

(e) Where bronzing or dusting-off is not done regularly, a reasonable supply of hot water shall be available for each person engaged in bronzing or dusting-off.

(f) Any person employed in bronzing by hand or dusting-off by hand, shall be paid 6d. an hour, in addition to any other money payable under this Determination.

(g) Where the bronzing surface does not exceed in size large post octavo, females may be employed at bronzing or dusting-off for a period not exceeding two hours in any one day, but except under such conditions an employer shall not require or permit any female employee to do bronzing or dusting-off work.

(h) Each person shall be supplied free of charge by the employer with milk each morning and each afternoon where employed in bronzing or dusting-off by hand for two hours or more in any morning or afternoon period.

HEALTH PROVISIONS.

31. (a) Dry cleaning shall not be permitted or carried out in any printing factory, workshop, or place. All establishments and workshops shall be efficiently ventilated.

(b) The employer shall provide a suitable place for employees to wash their hands.

(c) Proper facilities shall be provided by the employer so that the clothing of employees taken off during working hours may be protected from the dust of the workroom.

(d) Where artificial light is in use, effective shades shall be provided by the employer to prevent eye strain. Artificial light shall be so situated as to enable the employee to work without unnecessary strain to the eyes.

FIRST-AID CHEST.

32. The employer shall provide a first-aid chest, which shall be a suitable dustproof receptacle, made of either metal or wood, for the use of the employees, in some accessible place. Such chest shall be equipped and supplied with the following articles, namely:—

Article.	Quantities to be Kept in Ambulance Chest in—	
	Factories and Workshops in which not more than 30 Persons are Employed.	Any Factory or Workshop in which more than 30 Persons are Employed.
Antiseptic solution ..	1 bottle ..	1 bottle
Bandages, cotton and gauze ..	$\frac{1}{2}$ doz. assorted sizes	1 doz. assorted sizes
Castor oil ..	$\frac{1}{2}$ ounce ..	2 ounces
Iodine, tincture of ..	1 ounce ..	2 ounces
Manual, First-aid ..	1 ..	1 ..
Petrolatum, carbolized ..	1 jar ..	1 jar ..
Pioric acid solution, made according to the following recipe or prescription: $\frac{1}{2}$ teaspoonful of powdered pioric acid, 3 ounces of absolute alcohol, and 2 pints of distilled water
Pins, safety ..	1 packet ..	1 packet
Sal-volatile ..	1 ounce ..	6 ounces
Scissors ..	1 pair ..	1 pair
Tourniquet ..	1 ..	1
Tweezers ..	1 pair ..	1 pair
Cotton, absorbent ..	An adequate assortment	An adequate assortment
Gauze, sterilized, plain ..		
Lint, absorbent ..		
Plaster, adhesive ..		

INTERPRETATION OF THE DETERMINATION.

33. (a) A time-worker's hourly rate for any work for which a weekly rate is prescribed by this Determination shall be ascertained by dividing the weekly rate by the number of hours which constitute the employee's ordinary working week.

(b) The word "factory" or 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 by employees.

(c) A day's work shall mean work done between the usual hours of commencing and finishing work on any day or night shift, or any mixed day and night shift.

(d) "Adult male" shall mean (1) any male employee over 21 years of age, or (2) any employee who has completed his period of apprenticeship but is under 21 years of age; and "adult female" shall mean (1) any female employee over 21 years of age, or (2) any female employee of any age who has had five years' experience in the industry.

(e) A duly accredited or authorized official or person, member of the Printing Industry Employees Union of Australia, shall mean any officer or member of the said union or of the appropriate branch or sub-branch thereof who may be accredited in writing by the secretary-treasurer of the said union or by the appropriate branch secretary, and shall include the said secretary-treasurer and branch secretary. The words "Branch secretary" shall mean the secretary of any State higher shilling.

PERIODICAL ADJUSTMENT OF WAGES.

34. The wages rates set out in clause 2 are based upon the following basic wage and base rate, and pursuant to and in accordance with the provisions of section 21 of the *Factories and Shops Act 1934*, this Board hereby determines that the rates for male adults and female adults shall each half-year be automatically adjusted as prescribed in clause 35.

Basic Wage.

Place.	Basic Wage for Adult Males.			Base Rate for Adult Females (i.e. 54 % of the Total Basic Wage for Males).	Index Number Set Assigned.
	Needs Basic Wage (Adjustable).	Loading (Constant).	Total Basic Wage.		
	£ s. d.	s. d.	£ s. d.	£ s. d.	
Throughout the State ..	5 1 0	6 0	5 7 0	2 18 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

35. (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 34.

(c) During each future successive half-year period beginning with the first pay period to commence in a November or a May, 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 shillings.

(d) The wages for male juniors and apprentices and for female juniors shall be the undermentioned percentages of the contemporaneous basic wage and in addition thereto the constant loadings and additional amounts specified:—

	Percentage of Needs Basic Wage. Per cent.	Constant Loading. s. d.	Additional Amounts. s. d.
<i>Male Junior, not being an Apprentice—</i>			
Under 15 years of age ..	22 ..	0 6 ..	2 0
Between 15 and 16 years of age ..	28 ..	0 6 ..	2 0
Between 16 and 17 years of age ..	35 ..	1 0 ..	3 6

	Percentage of Needs Basic Wage. Per cent.	Constant Loading. s. d.	Additional Amounts. s. d.
Between 17 and 18 years of age ..	48 ..	1 0 ..	3 6
Between 18 and 19 years of age ..	60 ..	1 6 ..	5 0
Between 19 and 20 years of age ..	72 ..	2 0 ..	6 6
Between 20 and 21 years of age ..	85 ..	2 0 ..	8 0
<i>Apprentice—</i>			
First year ..	22 ..	0 6 ..	2 6
Second year ..	28 ..	0 6 ..	5 0
Third year ..	35 ..	1 0 ..	7 6
Fourth year ..	48 ..	1 0 ..	10 0
Fifth year ..	60 ..	1 6 ..	12 6
Sixth year ..	85 ..	2 0 ..	15 0
<i>Female Junior—</i>			
First year's experience ..	22 ..	0 6 ..	2 0
Second year's experience ..	26 ..	0 6 ..	3 6
Third year's experience ..	32 ..	1 0 ..	5 0
Fourth year's experience ..	38 ..	1 0 ..	6 6
Fifth year's experience ..	50 ..	1 6 ..	8 0

The rates prescribed for male juniors and apprentices and for female juniors shall be calculated to the nearest sixpence, any broken part of sixpence in the result not exceeding threepence to be disregarded.

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

J. W. RYAN, Secretary.

Melbourne, 8th September, 1947.



VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 417]

TUESDAY, OCTOBER 14.

[1947

Factories and Shops Acts.

DETERMINATION OF THE NICKELWARE BOARD.

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

(b) On the 25th June, 1934, the Board was deprived of the power to determine the lowest prices or rates which may be paid to any person employed electroplating, grinding, polishing, or finishing articles of table ware, and such power was conferred exclusively on the Electroplaters Board.

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 making nickel-silver articles of table ware," and whose powers were, by Order in Council dated 16th November, 1920, extended so that it may "fix the lowest prices or rates which may be paid to any persons employed in the trade of making articles of table ware of any base metal," has made the following Determination, namely :—

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

2.

WAGES.

Adults.										Per Week of 44 Hours.
										s. d.
Stamper who puts in die and makes force	155 6
Repairer	155 6
Maker-up	155 6
Spinner, 1st class	149 0
Spinner (other)	130 0
Die setter	130 0
Drop hammer stamper (other than one who puts in die and makes force)	127 0
Press operator (heavy)	127 0
Press operator (light)	124 0
Pickler	125 6
Hand blanker	124 0
All others	111 0

Leading Hands.

Leading hands in charge of not less than three and not more than ten employees, 9s. per week extra; more than ten and not more than twenty employees 18s. per week extra; more than twenty employees, 27s. per week extra.

APPRENTICESHIP.

Spinner—1st Class only.

3. (i) (a) An employer shall not employ any minor in the following trade or occupation of a spinner—1st class otherwise than under a contract of apprenticeship as hereinafter provided.

Period of Apprenticeship.

(b) If the apprentice when indentured is under the age of seventeen years—five years; if over the age of seventeen years—four or five years, at the option of the contracting parties.

Contract of Apprenticeship.

(c) Every contract of apprenticeship hereinafter made shall contain—

- (i) the names of the parties;
- (ii) the date of birth of the apprentice;
- (iii) a statement of the trade or trades to which the apprentice is to be bound and which he is to be taught during the course and for the purpose of the apprenticeship;
- (iv) a covenant by the master to teach and instruct or cause the apprentice to be taught or instructed in the trade to which the apprentice is bound;
- (v) the date at which the apprenticeship is to commence or from which it is to be calculated;
- (vi) all other conditions of apprenticeship.

Cancellation or Suspension of Indentures.

(d) Subject to the approval of the Secretary for Labour but not otherwise, an indenture of apprenticeship may be suspended or cancelled—

- (i) by mutual consent;
- (ii) if through lack of orders or financial difficulties an employer is unable to find suitable employment for an apprentice and a transfer to another employer cannot be arranged;
- (iii) if in the opinion of the Secretary for Labour circumstances exist which render such suspension or cancellation necessary or desirable.

Any covenant in an indenture inconsistent with the provisions of this clause shall be null and void and of no force or effect while this Determination remains in force and applies to the parties to the indenture.

Proportion.

(e) The proportion of apprentices who may be taken by an employer shall not exceed one apprentice for every three or fraction of three tradesmen.

For the purpose of ascertaining the number of apprentices, the number of tradesmen shall be deemed to be the average number working during the immediately preceding six months, and, in ascertaining such proportion an employer actually working in any workshop shall be deemed to be a tradesman.

A person who is, for a term not exceeding two years, taking practical training in a workshop in continuance of a course of training for professional work shall not be taken into account in calculating the proportion of apprentices to journeymen.

Adult Apprentices.

(f) Any apprentice who cannot complete his full term of apprenticeship before reaching his twenty-second birthday may by agreement with his master, serve as an apprentice until he reaches the age of 23 years.

Probationary Period.

(g) Minors may be taken on probation for three months, and if apprenticed such three months shall count as part of their period of apprenticeship. An employer shall within fourteen days of employing a probationer notify the apprenticeship authorities of the employment of such probationer to any of the trades mentioned herein.

Wages.

(h) The minimum weekly rates of wage for apprentices shall be the under-mentioned percentages of the contemporaneous needs basic wage, and in addition thereto the constant and war loadings specified, and in all contracts of apprenticeship hereafter made the employer shall covenant to pay wages of not less than such rates: The total wage of apprentices shall be calculated to the nearest sixpence, any broken part of sixpence in the result not exceeding threepence to be disregarded.

Wages per Week of 44 Hours.

(i)	Percentage of Needs Basic Wage.	Constant Loading.	War Loading.	Total Wage Payable.
<i>Four and Five-year Terms.</i>				
		<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
1st year	22½	0 9	23 6
2nd year	30	1 0	1 0	32 6
3rd year	45	1 6	1 6	49 0
4th year	75	2 0	2 3	80 6
5th year	95	2 0	3 0	102 0
<i>Four-year Terms.—Apprentices commencing after the Age of 17 Years.</i>				
1st year	26	0 9	27 0
2nd year	45	1 0	1 6	48 6
3rd year	75	2 0	2 3	80 6
4th year	95	2 0	3 0	102 0

An employee who is under 21 years of age on the expiration of his apprenticeship and thereafter works as a minor in the occupation to which he has been apprenticed shall be paid at not less than the adult rate prescribed for that classification.

Hours.

(j) The ordinary hours of employment of apprentices shall not in each workshop exceed those of the journeymen.

Overtime and Shift Work.

(k) No apprentice under the age of eighteen years shall be required to work overtime or shift work unless he so desires. No apprentice shall except in an emergency work or be required to work overtime or shift work at times which would prevent his attendance at technical school as required by any statute, determination, or regulation applicable to him.

Payment by Results.

(l) An apprentice shall not work under any system of payment by results.

Lost Time.

(m) The apprentice at the end of the calendar period of any year in which he has actually given service to the master upon less than the ordinary working days prescribed in this Determination, or on which he has unlawfully absented himself without the master's consent shall, for every day short of the said number of working days, and for every day of such absence, serve one day, and the calendar period of the succeeding year of his service shall not be deemed to begin until the said additional day or days shall have been served. Provided that in calculating the extra time to be so served the apprentice shall be credited with time which he has worked during the relevant year in excess of his ordinary hours.

Prohibition of Premiums.

(n) An employer shall not, either directly or indirectly, or by any pretence or device receive from any person or require or permit any person to pay or give any consideration in the nature of a premium or bonus for the taking or binding of any probationer or apprentice.

Attendance at Technical Schools.

(o) Apprentices attending technical colleges or schools and presenting reports of satisfactory conduct shall be reimbursed all fees paid by them.

Annual and Sick Leave.

(p) Apprentices shall be entitled to sick and annual leave in accordance with the provisions of clauses 14 and 15 hereof respectively.

All Classes of Work other than Spinner—1st Class.

(ii)

Apprentices.	Wages per Week of 44 Hours.	Improvers.	Wages per Week of 44 Hours.
	<i>s. d.</i>		<i>s. d.</i>
1st year—1st six months' experience ..	13 4	1st year—1st six months' experience ..	14 0
2nd six months' experience ..	14 4	2nd six months' experience ..	15 0
2nd year—1st six months' experience ..	17 1	2nd year—1st six months' experience ..	17 11
2nd six months' experience ..	18 7	2nd six months' experience ..	19 7
3rd year—1st six months' experience ..	44 0	3rd year—1st six months' experience ..	46 0
2nd six months' experience ..	47 6	2nd six months' experience ..	50 0
4th year's experience ..	64 6	4th year's experience ..	68 0
5th year's experience ..	87 0	5th year's experience ..	92 0
6th year's experience ..	103 6	6th year's experience ..	107 9
and thereafter the minimum wage		and thereafter the minimum wage	

Proportion (in any place).

Three apprentices and two improvers or two apprentices and three improvers to every three or fraction of three workers receiving not less than 111s. per week of 44 hours.

SPECIAL RATE.

4. In addition to the wages prescribed in clauses 2 and 3 hereof, the following special rate shall be paid to employees including apprentices and unapprenticed juniors:—

Wet Places.

(a) An employee working in any place where his clothing or boots become saturated whether by water, oil, or otherwise, shall be paid 2d. per hour extra; Provided that this extra rate shall not be payable to an employee who is provided by the employer with suitable and effective protective clothing and/or footwear. And provided further that any employee who becomes entitled to this extra rate shall be paid such extra rate for such part of the day or shift as he is required to work in wet clothing or boots.

Rate not Subject to Penalty Additions.

(b) The special rate herein prescribed shall be paid irrespective of the times at which the work is performed, and shall not be subject to any premium or penalty additions.

*HOURS OF WORK.**Day Workers.*

5. (a) Subject to the exceptions hereinafter provided the ordinary hours of work shall be 44 per week to be worked in five days of 8 hours (Monday to Friday inclusive) and one day (Saturday) of 4 hours; or five days (Monday to Friday inclusive) of 8 hours 48 minutes each continuously except for meal breaks at the discretion of the employer, between 7 a.m. and 5.30 p.m. on Monday to Friday inclusive, and 7 a.m. and noon on Saturday.

In localities where the recognized half-holiday is on a day other than Saturday the day so recognized may be substituted for Saturday for all the purposes of this Determination.

Provided that the spread of hours herein prescribed may be altered as to all or a section of the employees by mutual agreement between an employer and the representative of the union in that shop.

Five-Days Week.

(b) In any case in which the ordinary week's work of 44 hours can be performed in five days as aforesaid without—

- (i) detriment to the public interest;
- (ii) loss in the value of goods handled or to be handled;
- (iii) reducing the efficiency of production; or
- (iv) reducing the efficacy of the necessary service.

the employer shall on or before the 1st July, 1946, allow those employees who so desire to do so to work their ordinary hours in five days as aforesaid. Any dispute as to whether the ordinary hours of work can in any case or cases be worked in five days without detriment, loss or reduction as aforesaid shall be determined by the Wages Board upon application made by or on behalf of the employees. Upon such an application proof that the working of a five-days week will result in such detriment, loss or reduction as aforesaid shall be upon the employer.

This sub-clause shall not apply to employees engaged on the maintenance and servicing of plant.

It is a condition of the allowing of a five-day week hereunder that if required employees shall comply with the reasonable and lawful orders of the employer as to working overtime, including the working of overtime on Saturday.

SHIFT WORK.

Definitions.

6. (a) For the purposes of this clause—

- "Afternoon shift" means any shift finishing after 6 p.m. and at or before midnight.
- "Continuous work" means work carried on with consecutive shifts of men throughout the 24 hours of each of at least six consecutive days without interruption except during breakdowns or meal breaks or due to unavoidable causes beyond the control of the employer.
- "Night shift" means any shift finishing subsequent to midnight and at or before 8 a.m.
- "Rostered shift" means a shift of which the employee concerned has had at least 48 hours' notice.

Hours—Continuous Work Shifts.

(b) This sub-clause shall apply to shift workers on continuous work as hereinbefore defined. The ordinary hours of such shift workers shall not exceed—

- (i) 8 in any one day; or
- (ii) 48 in any one week; or
- (iii) 88 in 14 consecutive days; or
- (iv) 176 in 28 consecutive days.

Subject to the following conditions such shift workers shall work at such times as the employer may require—

- (i) a shift shall consist of eight hours, inclusive of crib time;
- (ii) except at the regular change-over of shifts, an employee shall not be required to work more than one shift in each 24 hours;
- (iii) twenty minutes shall be allowed to shift workers each shift for crib which shall be counted as time worked.

Hours—Other than Continuous Work.

(c) This sub-clause shall apply to shift workers not upon continuous work as hereinbefore defined. The ordinary hours of such shift workers shall not exceed—

- (i) 44 in any week to be worked in five shifts of 8 hours 48 minutes, on Monday to Friday inclusive or five shifts of 8 hours and one shift (Saturday) of 4 hours; or
- (ii) 88 in fourteen consecutive days in which case an employee shall not, without payment for overtime, be required to work more than eight consecutive hours on any shift or more than six shifts in any week; or
- (iii) 132 in 21 consecutive days in which case an employee shall not, without payment of overtime, be required to work more than eight consecutive hours on any shift or more than six shifts in any week.

Such ordinary hours shall be worked continuously except for meal breaks at the discretion of the employer. An employee shall not be required to work for more than six hours without a break for a meal.

Except at regular change over of shifts an employee shall not be required to work more than one shift in each 24 hours.

Rosters.

(d) Shift rosters shall specify the commencing and finishing times of ordinary working hours of the respective shifts.

Variation by Agreement.

(e) The method of working shifts may in any case be varied by agreement between the employer and the accredited representative of the union to suit the circumstances of the establishment.

The time of commencing and finishing shifts once having been determined may be varied by agreement between the employer and the accredited representative of the union to suit the circumstances of the establishment, or in the absence of agreement by seven days' notice of alteration given by the employer to the employees.

Afternoon or Night Shift Allowances.

(f) Shift workers on continuous work whilst on afternoon or night shifts shall be paid $7\frac{1}{2}$ per cent. more than the ordinary rates for such shifts.

Shift workers on other than continuous work whilst on afternoon or night shifts shall be paid 10 per cent. more than the ordinary rates for such shifts.

Shift workers who work on any afternoon or night shift which does not continue for at least five successive afternoons or nights in a five-day workshop or for at least six successive afternoons or nights in a six-day workshop shall be paid at the rate of time and a half.

An employee who—

- (i) during a period of engagement on shift works night shift only; or
- (ii) remains on night shift for a longer period than four consecutive weeks; or
- (iii) works on a night shift which does not rotate or alternate with another shift or with day work so as to give him at least one-third of his working time off night shift in each shift cycle,

shall during such engagement, period or cycle, be paid at the rate of time and a quarter for all time worked during ordinary working hours on such night shifts.

(fi) The minimum rate to be paid to any shift worker for work performed between midnight on Friday and midnight on Saturday shall be time and a quarter. Such extra rate to be in substitution for and not cumulative upon the shift premiums prescribed in the first and second paragraphs of sub-clause (f) hereof.

Overtime.

(g) Shift workers for all time worked in excess of or outside the ordinary working hours prescribed by this Determination or on a shift other than a rostered shift shall—

- (i) if employed on continuous work be paid at the rate of double time; or
- (ii) if employed on other shift work at the rate of time and a half for the first four hours and double time thereafter, except in each case when the time is worked—
- (iii) by arrangement between the employees themselves;
- (iv) for the purpose of effecting the customary rotation of shifts; or
- (v) is due to the fact that the relief man does not come on duty at the proper time; or
- (vi) on a shift to which an employee is transferred on short notice as an alternative to standing the employee off in circumstances which would entitle the employer to deduct payment for a day in accordance with clause 13 (b) hereof.

Provided that when not less than 8 hours' notice has been given to the employer by the relief man that he will be absent from work and the employee whom he should relieve is not relieved the unrelieved employee shall be paid at the rate of time and a half for the first four hours on duty after he had finished his ordinary shift and at the rate of double time thereafter except where the employee is required to continue to work on his rostered day off when he shall be paid double time.

Sundays and Holidays.

(h) Shift workers on continuous work shifts for work done on a rostered shift the major portion of which is performed on a Sunday or holiday shall be paid at the rate of time and a half.

Shift workers on other than continuous work for all time worked on a Sunday or holiday shall be paid at the rates prescribed by clause 9 of this Determination. Where shifts commence between 11 p.m. and midnight on a Sunday or holiday the time so worked before midnight shall not entitle the employee to the Sunday or holiday rate; provided that the time worked by an employee on a shift commencing before midnight on the day preceding a Sunday or holiday and extending into a Sunday or holiday shall be regarded as time worked on such Sunday or holiday.

Junior Employees.

(i) Apprentices or juniors whilst on afternoon or night shifts shall be paid not less than the rates hereinbefore prescribed or 1s. per shift whichever is the higher.

MIXED FUNCTIONS.

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

OVERTIME.

8. (a) For all work done outside ordinary hours the rates of pay shall be time and a half for the first four hours and double time thereafter, such double time to continue until the completion of the overtime work. Provided that in the case of an apprentice or a junior, the rate for overtime shall be not less than the rate herein prescribed or 1s. 6d. per hour, whichever is the higher.

Except as provided in this sub-clause or sub-clause (b) hereof in computing overtime each day's work shall stand alone.

Rest Period After Overtime.

(b) When overtime work is necessary it shall, wherever reasonably practicable, be so arranged that employees have at least eight consecutive hours off duty between the work of successive days.

An employee (other than a casual employee) who works so much overtime between the termination of his ordinary work on one day and the commencement of his ordinary work on the next day that he has not at least eight consecutive hours off duty between those times shall, subject to this sub-clause, be released after completion of such overtime until he has had eight consecutive hours off duty without loss of pay for ordinary working time occurring during such absence.

If on the instructions of his employer such an employee resumes or continues work without having had such eight consecutive hours off duty he shall be paid at double rates until he is released from duty for such period and he shall then be entitled to be absent until he has had eight consecutive hours off duty without loss of pay for ordinary working time occurring during such absence.

Call Back.

(c) An employee recalled to work overtime after leaving his employer's business premises (whether notified before or after leaving the premises) shall be paid for a minimum of three hours' work at the appropriate rate for each time he is so recalled; provided that, except in the case of unforeseen circumstances arising, the employee shall not be required to work the full three hours if the job he was recalled to perform is completed within a shorter period. This sub-clause shall not apply in cases where it is customary for an employee to return to his employer's premises to perform a specific job outside his ordinary working hours, or where the overtime is continuous (subject to a reasonable meal break) with the completion or commencement of ordinary working time.

Overtime worked in the circumstances specified in this sub-clause shall not be regarded as overtime for the purposes of sub-clause (b) of this clause where the actual time worked is less than three hours on such recall or on each of such recalls.

Saturday Work—Five-days Week.

(d) A day worker on a five-days week required to work overtime on a Saturday shall be afforded at least three hours' work or paid for three hours at the appropriate rate except where such overtime is continuous with overtime commenced on the day previous.

Standing By.

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

Meal Hours—General.

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

Meal Hours—Maintenance Employees.

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

Crib Time.

(h) An employee working overtime shall be allowed a crib time of twenty minutes without deduction of pay after each four hours of overtime worked if the employee continues work after such crib time.

Provided that where a day worker on a five-days week is required to work overtime on a Saturday the first prescribed crib time shall, if occurring between 10 a.m. and 1 p.m., be paid at ordinary rates.

Unless the period of overtime is less than one and a half hours an employee before starting overtime after working ordinary hours shall be allowed a meal break of twenty minutes which shall be paid for at ordinary rates. An employer and employee may agree to any variation of this provision to meet the circumstances of the work in hand provided that the employer shall not be required to make any payment in respect of any time allowed in excess of twenty minutes.

Tea Money.

(i) An employee required to work overtime for more than two hours without being notified on the previous day or earlier that he will be so required to work shall either be supplied with a meal by the employer or paid 2s., and 1s. 3d. for each subsequent meal, but such payment need not be made to employees living in the same locality as their workshops who can reasonably return home for meals.

Unless the employer advises an employee on the previous day or earlier that the amount of overtime to be worked will necessitate the partaking of a second or subsequent meal (as the case may be) the employer shall provide such second and/or subsequent meals or make payment in lieu thereof as above prescribed.

If an employee pursuant to notice has provided a meal or meals and is not required to work overtime or is required to work less than the amount advised he shall be paid as above prescribed for meals which he has provided, but which are surplus.

Transport of Employees.

(j) When an employee, after having worked overtime, or a shift for which he has not been regularly rostered, finishes work at a time when reasonable means of transport are not available, the employer shall provide him with a conveyance to his home, or pay him his current wage for the time reasonably occupied in reaching his home.

HOLIDAYS AND SUNDAY WORK.

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

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

(b) An employee not engaged on continuous work shall be paid at the rate of double time for work done on Sundays and public holidays, such double time to continue until he is relieved from duty.

Provided that where employees are necessarily engaged in repairs to or renewals of their employer's plant and machinery necessary for resumption of work the next following working day, work done on holidays shall be paid for at the rate of time and a half for the first eight hours and double time thereafter.

(c) An employee, other than a casual employee, not engaged in continuous work who works on a Sunday or a public holiday and (except for meal breaks) immediately thereafter continues such work, shall on being relieved from duty be entitled to be absent until he has had eight consecutive hours off duty, without deduction of pay for ordinary time of duty occurring during such absence.

(d) Employees, other than on shift, required to work on Sundays or public holidays shall be paid for a minimum of three hours' work.

PIECE-WORK RATES.

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

EXTRA RATES NOT CUMULATIVE.

11. Extra rates in this Determination, except rates prescribed in clause 4, are not cumulative so as to exceed the maximum of double the ordinary rates.

PAYMENT OF WAGES.

12. (a) Wages shall be paid weekly or fortnightly.

(b) On the first pay day occurring during his employment, an employee shall be paid whatever wages are due to him up to the completion of his work on the previous day. Provided that this sub-clause shall not apply to employers who make a practice of allowing advances to employees approximating wages due.

(c) Upon termination of the employment, wages due to an employee shall be paid to him on the day of such termination, or forwarded to him by post on the next working day.

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

(e) On or prior to 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.

CONTRACT OF EMPLOYMENT.

Weekly Employment.

13. (a) Except as hereinafter provided, employment shall be by the week. Any employee not specifically engaged as a casual employee shall be deemed to be employed by the week.

(b) Employment shall be terminated by a week's notice on either side given at any time during the week or by the payment or forfeiture of a week's wages as the case may be. This shall not effect the right of the employer to dismiss any employees without notice for malingering, inefficiency, neglect of duty or misconduct, and in such cases the wages shall be paid up to the time of dismissal only or to deduct payment for any day the employee cannot be usefully employed because of any strike or through any break-down in machinery or any stoppage of work by any cause for which the employer cannot reasonably be held responsible.

(c) An employee not attending for duty shall, except as provided by clause 14 hereof, lose his pay for the actual time of such non-attendance.

Casual Employment.

(d) A casual employee is one engaged and paid as such. A casual employee for working ordinary time shall be paid per hour one-fortieth of the weekly rate prescribed by this Determination for the work which he performs.

Late Comers.

(e) Notwithstanding anything elsewhere contained in this Determination an employer may select and utilize for time-keeping purposes any fractional or decimal proportion of an hour (not exceeding a quarter of an hour) and may apply such proportion in the calculation of the working time of employees who without reasonable cause promptly communicated to the employer, report for duty after their appointed starting times or cease duty before their appointed finishing times.

An employer who adopts a proportion for the aforesaid purpose shall apply the same proportion for the calculation of overtime.

SICK LEAVE.

14. (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 for any period in respect of which he is entitled to workers' compensation.

(ii) He shall, within 24 hours of the commencement of such absence, inform the employer of his inability to attend for duty and, as far as practicable, state the nature of the injury or illness and the estimated duration of the absence.

(iii) 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.

(iv) 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.

For the purpose of administering paragraph (iv) of this sub-clause an employer may within one month of this Determination coming into operation or within two weeks of the employee entering his employment require an employee to make a sworn declaration or other written statement as to what paid leave of absence he has had from any employer during the then current year, and upon such statement the employer shall be entitled to rely and act.

Single Day Absences.

(b) In the case of an employee who claims to be allowed paid sick leave in accordance with this clause for an absence of one day only such employee if in the year he has already been allowed paid sick leave on more than one occasion for one day only, shall not be entitled to payment for the day claimed unless he produces to the employer a certificate of a duly-qualified medical practitioner that in his, the medical practitioner's, opinion the employee was unable to attend for duty on account of personal illness or on account of injury by accident. Nothing in this sub-clause shall limit the employer's rights under sub-clause (a) (iii) hereof.

Cumulative Sick Leave.

(c) Sick leave shall accumulate from year to year so that any balance of the period specified in sub-clause (a) (iv) of this clause which has in any year not been allowed to an employee as paid sick leave may be claimed by the employee and subject to the conditions hereinbefore prescribed shall be allowed by that employer in a subsequent year without diminution of the sick leave prescribed in respect of that year. Provided that sick leave which accumulates pursuant to this sub-clause shall be available to the employee for a period of two years, but for no longer from the end of the year in which it accrues.

Attendance at Hospital, &c.

(d) Notwithstanding anything contained in sub-clause (a) hereof an employee suffering injury through an accident arising out of and in the course of his employment (not being an injury in respect of which he is entitled to workers' compensation) necessitating his attendance during working hours on a doctor, chemist or trained nurse, or at a hospital, shall not suffer any deduction from his pay for the time (not exceeding four hours) so occupied on the day of the accident, and shall be reimbursed by the employer all expenses reasonably incurred in connexion with such attendance.

*ANNUAL LEAVE.**Period of Leave.*

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

Seven-day Shift Workers.

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

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

Annual Leave Exclusive of Public Holidays.

(c) Subject to this sub-clause the annual leave prescribed by this clause shall be exclusive of any of the holidays prescribed by clause 9 of this Determination, and if any such holiday falls within an employee's period of annual leave and is observed on a day which in the case of that employee would have been an ordinary working day, there shall be added to the period of annual leave time equivalent to the ordinary time which the employee would have worked if such day had not been a holiday.

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

Broken Leave.

(d) The annual leave shall be given and taken in a continuous period or, if the employee and the employer so agree, in two separate periods and not otherwise.

Calculation of Continuous Service.

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

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

In cases of personal sickness or accident or absence with reasonable cause the employee to become entitled to the benefit of this sub-clause shall inform the employer in writing if practicable within 24 hours of the commencement of such absence of his inability to attend for duty and as far as practicable the nature of the illness, injury or cause and the estimated duration of his absence. A notification given by an employee pursuant to clause 14 shall be accepted as a notification under this sub-clause.

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

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

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

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

Calculation of Service.

(f) Service before the date of operation of this Determination shall be taken into consideration for the purpose of calculating annual leave, but an employee shall not be entitled to leave or payment in lieu thereof for any period in respect of which leave or a payment in lieu thereof has been allowed or made under the clause hereby revoked. Provided however, that in respect of service before the 1st January, 1946, the annual leave shall be allowed at the rate of 3½ hours for each completed one month of continuous service and in respect of service after that date at the rate of 7½ hours for each completed one month of continuous service. Any broken part of a month served before the 1st January, 1946, shall for the purposes of this clause be deemed to be service after the 1st January, 1946. The period of annual leave to be allowed under this sub-clause shall be calculated to the nearest day any broken part of a day in the result not exceeding half a day to be disregarded.

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

Calculation of Month.

(g) For the purpose of this clause a month shall be reckoned as commencing with the beginning of the first day of the employment or period of employment in question and as ending at the beginning of the day which in the latest month in question has the same date number as that which the commencing day had in its month and if there be no such day in such subsequent month shall be reckoned as ending at the end of such subsequent month.

Leave to be Taken.

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

Time of Taking Leave.

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

Leave Allowed Before Due Date.

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

Where leave has been granted to an employee pursuant to this sub-clause before the right thereto has accrued due and the employee subsequently leaves or is discharged from the service of the employer before completing the twelve months' continuous service in respect of which the leave was granted the employer may for each one complete month of the qualifying period of twelve months not served by the employee deduct from whatever remuneration is payable upon the termination of the employment one-twelfth of the amount of wage paid on account of the annual leave, which amount shall not include any sums paid for any of the holidays prescribed by clause 9 of this Determination.

Payment for Period of Leave.

(k) Each employee before going on leave shall be paid two weeks' wages, except a shift worker or an employee taking his leave pursuant to sub-clause (d) of this clause either of whom shall be paid the amount of wage he would have received in respect of the ordinary time which he would have worked had he not been on leave during the relevant periods. For the purposes of this sub-clause and sub-clause (l) hereof, wages shall be at the rate prescribed by clauses 2 and 3 of this Determination for the occupation in which the employee was ordinarily employed immediately prior to the commencement of his leave or the termination of his employment, as the case may be. Payment in the case of employees employed on piece or bonus work or any other system of payment by results shall be at time rates.

Proportionate Leave on Dismissal.

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

Annual Close Down.

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

- (i) He may by giving not less than one month's notice of his intention so to do stand off for the duration of the close down all employees in the plant or section or sections concerned, and allow to those who are not then qualified for two full weeks' leave paid leave on a proportionate basis of one-sixth of a week's leave for each completed month of continuous service.
- (ii) An employee who has then qualified for two full weeks' leave, and has also completed a further month or more of continuous service shall be allowed his leave, and shall subject to sub-clause (f) hereof also be paid one-sixth of a week's wages in respect of each completed month of continuous service performed since the close of his last twelve-monthly qualifying period.
- (iii) The next twelve-monthly qualifying period for each employee affected by such close down shall commence from the day on which the plant, or section or sections concerned is re-opened for work.
Provided that all time during which an employee is stood off without pay for the purposes of this sub-clause shall be deemed to be time of service in the next twelve monthly qualifying period.
- (iv) If in the first year of his service with an employer an employee is allowed proportionate annual leave under paragraph (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 (l) of this clause subject to adjustment for any proportionate leave which he may have been allowed as aforesaid.

*MISCELLANEOUS.**Accommodation and Conveniences.**Boiling Water.*

16. (a) (i) Employers shall provide boiling water for employees at meal times.

Drinking Water.

(ii) Employers shall provide for the use of employees in workshops a sufficient supply of wholesome cool drinking water from bubble taps or other suitable drinking fountains.

First-Aid Outfit.

(iii) In each workshop, and at other places where employees are regularly employed, the employer shall provide and continuously maintain at a place or places reasonably accessible to all employees an efficient First-Aid Outfit.

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:—

Articles.	Quantities to be kept in Ambulance Chest—
Antiseptic solution	1 bottle
Bandages, cotton and gauze	1 dozen assorted sizes
Castor oil	2 oz.
Iodine, tincture of	2 oz.
Manual, first-aid	1
Petrolatum, carbolyzed	1 jar
Pieric acid solution, made according to the following recipe or prescription:— 1½ teaspoonfuls of powdered pieric acid, 3 oz. of absolute alcohol, and 2 pints of distilled water	1 pint
Pins, safety	1 packet
Sal volatile	6 oz.
Scissors	1 pair
Tourniquet	1
Tweezers	1 pair
Cotton, absorbent	An adequate assortment
Gauze, sterilized, plain	
Lint, absorbent	
Plaster, adhesive	

Lockers.

(iv) An employer shall at some reasonably convenient place on his premises provide a suitable locker for each employee in his workshop, or hanging facilities which afford reasonable protection for employees' clothes. In any case in which compliance with this paragraph necessitates the provision of lockers or new or improved hanging facilities, they shall be provided by the 1st July, 1946, unless the employer proves to the satisfaction of the Wages Board that he is unable by reason of shortage of material or labour or any other difficulties to provide such new or improved facilities, in which case their provision may be postponed for such period or periods as the Wages Board determines.

Washing and Sanitary Conveniences.

(v) Employers shall provide proper and sufficient washing and sanitary conveniences.

*Clothing, Equipment, and Tools.**Damage to Clothing and Tools.*

(b) (i) Compensation to the extent of the damage sustained shall be made where in the course of the work clothing or tools are damaged or destroyed by fire or molten metal or through the use of corrosive substances. Provided that the employer's liability in respect of tools shall be limited to such tools of trade as are ordinarily required for the performance of the employee's duties.

Goggles.

(ii) Suitable mica or other goggles shall be provided by the employer for each employee using emery wheels or where used by more than one employee such goggles shall be sterilized before being used by another employee. An employee when working on emery wheels shall wear the goggles provided for his protection.

Goggles containing celluloid shall not be considered suitable for the purposes of this provision.

Masks.

(iii) Where necessary suitable masks shall be provided for employees required to use compressed air for blowing dust from electrical machinery or equipment. An employee when performing such work shall wear the mask provided for his protection. Masks containing celluloid shall not be considered suitable for the purposes of this provision.

Protective Clothing—Galvanising, &c.

(iv) Employers shall provide suitable protective aprons, rubber gloves, and rubber boots or clogs, to employees engaged in manual handling of materials over hot galvanising or tinning pots or pickling or plating baths.

Tools.

(v) Until further order the employer shall provide for each employee such tools as were customarily provided at the time of the making of this Determination. The employee shall replace or pay for any tools so provided if lost through his negligence.

Females—Rest Period and Seats.

(c) Female employees shall be allowed a rest period of not less than ten minutes during each day or shift, to be taken during the first or second half of the day or shift as may be decided by a majority of the female employees in a shop.

When requested by employees and where practicable suitable seats shall be provided by the employer for female employees.

Ventilation.

(d) While any work is being carried on in any confined or enclosed space in which—

- (i) fumes, gases, dust or vapours which may be dangerous or injurious are liable to be present or to be generated in the course of the work; or
- (ii) the atmosphere may otherwise become vitiated,

the employer shall install a suction exhaust apparatus, through which by means of a power-driven fan air is drawn from the vicinity of the work in relation to which it is installed.

Where it is impracticable to install such suction exhaust apparatus the employer shall take all such steps as are necessary to ensure safe working conditions in any such confined or enclosed space.

This sub-clause shall not be deemed to be inconsistent with the Harmful Gases, Vapours, Mists, Smokes, and Dust Regulations 1945 (published in the Victorian Government Gazette No. 21, dated 7th February, 1945), and shall not apply to any processes or occupations to which those Regulations apply.

SHOP STEWARDS.

17. An employee appointed shop steward in the shop or department in which he is employed shall, upon notification thereof to his employer, be recognized as the accredited representative of the union to which he belongs, and he shall be allowed the necessary time during working hours to interview the employer or his representative on matters affecting employees whom he represents.

RIGHT OF ENTRY OF UNION OFFICIALS.

18. (a) For the purpose of interviewing employees on legitimate union business, a duly accredited union representative shall have the right to enter employers' premises during the midday meal break 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 places where they are taking their meal;
- (iii) that not more than one representative of each of not more than three unions be on the premises at any one time;
- (iv) that no one representative visit the premises more than once in each week;
- (v) that if any employer alleges that a representative is unduly interfering with his work or is creating dissatisfaction amongst his employees or is offensive in his methods or is committing a breach of any of the previous conditions, such employer may refuse the right of entry, but the representative shall have the right to bring such refusal before the Wages Board.

Provided that where certain employees are working under a system of shift work which precludes a representative from interviewing them during the midday meal break the representative shall have the right to enter the employer's premises for the purpose of interviewing such employees at such time and under such conditions as to notice as may be mutually arranged by the representative and the employer, or failing agreement, at such times and under such conditions as the Wages Board may decide.

(b) For the purpose of investigating complaints concerning the application of this Determination, a duly accredited union representative shall be afforded reasonable facilities for entering an employer's workshop or plant during working hours, subject to the following conditions :—

- (i) That he discloses to the employer or his representative the complaint which he desires to investigate ;
- (ii) that he makes his investigations in the presence of the employer or his representative (if the employer so desires) ;
- (iii) that he does not interfere with work proceeding in the workshop or plant ;
- (iv) that he conducts himself properly.

(c) A union representative shall be a duly accredited representative of an organization concerned if he be the holder for the time being of a certificate, signed by the General Secretary of that organization, and bearing the seal of that organization, in the following form, or in a form not materially differing therefrom :—

(Name of organization.)

THIS IS TO CERTIFY THAT
organization.

is a duly accredited representative of the above-named

General Secretary.

(Seal.)

Date—

Specimen Signature of Holder—

STRICTLY NOT TRANSFERABLE.

TIME AND WAGES BOOK.

19. (a) Each employer shall keep a record from which can be readily ascertained the name of each employee and his 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 record 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 when entering or leaving the employer's premises.

(c) The time and wages record shall be open for inspection to a duly accredited union official 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 union or the district secretary or organizer of any division suspects that a breach of the Determination has been committed. Provided also that only one demand for such inspection shall be made in one fortnight at the same establishment.

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

NOTICE BOARD.

20. The employer shall permit a notice board of reasonable dimensions to be erected in a prominent position in his establishment upon which accredited union representatives shall be permitted to post formal union notices, signed or countersigned by the representative posting same.

DEFINITIONS.

21. " Pieceworker " means an employee required to work any job at a price fixed.

" Spinner—1st class " means an adult employee required to make his own chucks, spin up the job to drawings, measurement, or blue prints, and/or who applies general trade knowledge and experience to making of spun articles by jobbing methods.

" Sunday " means all time between midnight Saturday and midnight Sunday.

" Year " means the period between the 1st day of June in each year and the next 31st day of May.

PERIODICAL ADJUSTMENT OF WAGES.

22. The wages rates set out in clauses 2 and 3 are based upon the following basic wage rates, and, pursuant to the provisions of Section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically adjusted as prescribed in clause 23. Provided that the wages of apprentices (other than apprentices to Spinner—1st class) and improvers in receipt of 20s. per week or more shall be adjusted proportionately to adjustments of the basic wage, such adjustments to be to the nearest 3d., half or less than half of 3d. to be disregarded.

Basic Wage.

Place.	Needs Basic Wage. (Adjustable).	Loading Constant.	Total Basic Wage.	Index Number Set Assigned.
	£ s. d.	s. d.	£ s. d.	
Throughout the State	5 2 0	6 0	5 8 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

23. (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 22.

(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.

In addition to the basic wage prescribed by clause 22, any adult employee of a classification specified hereunder shall be paid the margin and loading hereinafter assigned to that classification, and such loading shall be deemed to be part of his ordinary rate of wage for all purposes of this Determination :—

Classification.	Margin.	War-Time Loading.
	s. d.	s. d.
Stamper who puts in die and makes force	41 6	6 0
Repairer	41 6	6 0
Maker-up	41 6	6 0
Spinner, 1st class	37 0	4 0
Spinner (other)	19 0	3 0
Die setter	19 0	3 0
Drop hammer stamper (other than one who puts in die and makes force)	16 0	3 0
Press operator (heavy)	16 0	3 0
Press operator (light)	13 0	3 0
Pickler	14 6	3 0
Hand blanker	13 0	3 0
All others	Nil	3 0

A. V. BARNES, J.P., Chairman.

J. W. RYAN, Secretary.

Melbourne, 11th August, 1947.

