

Published by Authority.

No. 5]

[1947

DETERMINATION OF THE WHARFS AND JETTIES BOARD.

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board, which since the 10th November, 1927, has had the power to "determine the lowest prices or rates which may be paid to any persons employed in the trade of constructing or demolishing wooden or concrete wharfs, piers, or jetties," has made the following Determination, namely:—

2.

Wages.				Total Wage.	PROPORTION (in any place).
—		Adjustable Rate.	Plus War Loading (Non-adjustable).		
Under 16 years of age	<i>s. d.</i> 33 6	<i>s. d.</i> 2 0	<i>s. d.</i> 35 6	<p><i>Apprentices.</i> One apprentice to every three or fraction of three workers receiving not less than 111s. per week of 44 hours.</p> <p><i>Improvers.</i> Three improvers to every four or fraction of four workers receiving not less than 111s. per week of 44 hours.</p>
" 17	" "	43 3	2 6	45 9	
" 18	" "	52 9	3 0	55 9	
" 19	" "	66 3	3 9	70 0	
" 20	" "	76 9	4 6	81 3	
" 21	" "	89 3	5 3	94 6	

	Day Work.			Where Two Shifts are Worked.		
	Adjustable Rate.	Plus War Loading (Non-adjustable).	Total Wage.	Adjustable Rate.	Plus War Loading (Non-adjustable).	Total Wage.
Foreman	<i>s. d.</i> 139 3	<i>s. d.</i> 6 0	<i>s. d.</i> 145 3	<i>s. d.</i> 144 3	<i>s. d.</i> 6 0	<i>s. d.</i> 150 3
Leading hand, i.e., a person in charge of not less than—						
(a) three nor more than ten employees	133 3	6 0	139 3	138 3	6 0	144 3
(b) eleven nor more than fifteen employees	136 3	6 0	142 3	141 3	6 0	147 3
Pile-driver	130 3	6 0	136 3	135 3	6 0	141 3
Pile-driver's offsider	113 0	6 0	119 0	118 0	6 0	124 0
Wharf carpenters, employed on cross heads, beams, walings, transoms, kerbings, capping and bollards, braces or lower walings, decking, marginal or stepping decking, fenders, tie beams, trimmers, ladders and steps, platforms for points and approaches thereto, boat landings, ring bolts, mooring hooks, mooring piles, beacons, fencing, pile-pointing, pile-ringing, form work for concrete construction, or fitting and fastening all angle iron for waterways	127 3	6 0	133 3	132 3	6 0	138 3

OTHER EMPLOYEES—continued.

	WAGES.					
	Day Work.			Where Two Shifts are Worked.		
	Adjustable Rate.	Plus War Loading (Non-adjustable).	Total Wage.	Adjustable Rate.	Plus War Loading (Non-adjustable).	Total Wage.
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
Oxy acetylene burner on demolition work	127 3	6 0	133 3	132 3	6 0	138 3
Saw sharpener	126 6	6 0	132 6	131 6	6 0	137 6
Machine borer	113 0	6 0	119 0	118 0	6 0	124 0
Cleater	110 0	6 0	116 0	115 0	6 0	121 0
Cradler or squarer						
Hand borer	108 0	6 0	114 0	113 0	6 0	119 0
Wharf carpenter's assistant						
Dumper	105 6	6 0	111 6	110 6	6 0	116 6
Other demolition workers						
All others	105 0	6 0	111 0	110 0	6 0	116 0
CONCRETE WORK.						
Pneumatic pick user or jack hammer-man	111 0	6 0	117 0	116 0	6 0	122 0
Concrete floater	110 0	6 0	116 0	115 0	6 0	121 0
Mixer operator	110 0	6 0	116 0	115 0	6 0	121 0
Men filling moulds	108 0	6 0	114 0	113 0	6 0	119 0
Gaugers, i.e., persons filling gauged barrows or boxes						
Other mixers	105 0	6 0	111 0	110 0	6 0	116 0
Men employed on reinforcements						
Barrowmen or general labourers	105 0	6 0	111 0	110 0	6 0	116 0

HOURS.

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

TERMS OF ENGAGEMENT.

4. (a) Engagement may be by the week or by the hour. If by the week it shall be terminable on either side by a week's notice, which may be made to expire at any time during a week of the employment.

Provided that this clause shall not affect the employer's right to dismiss forthwith at any time an employee because of the latter's incompetence or misconduct, in which case the employee shall be entitled to payment in respect of wages only up to such time of dismissal.

(b) If engagement is by the hour, the rates of wages shall be increased by 10s. per week to cover payment for holidays and sick leave, but such amount shall not be taken into consideration when computing overtime, Sunday and holiday rates.

TIME OF BEGINNING AND ENDING WORK.

5. (a) The spread of hours shall be as follows:—

Day work—

	Time of Beginning.	Time of Ending.
Monday to Friday	7 a.m.	5 p.m.
Saturday	7 a.m.	11.45 a.m.

Where two shifts are worked—

Monday to Saturday (day shift)	6.30 a.m.	2.30 p.m.
" " (afternoon shift)	2.30 p.m.	10.30 p.m.

Any of the above times of beginning and ending may be varied on any job by mutual consent of the employer and the majority of the employees, but in no case shall the total length of any shift be increased.

(b) The higher rate to be paid for each hour or fraction of an hour worked by any employee before or after his shift shall be time and a half for the first two hours, and thereafter double time.

FARE ALLOWANCE.

6. In addition to the amounts otherwise prescribed, an employee shall be paid an amount of 2s. 6d. per week as a fare allowance.

HOLIDAYS.

7. (a) An hourly employee shall be entitled to receive the following holidays without pay:—New Year's Day, Australia Day, Labour Day, Good Friday, Easter Monday, 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 day so substituted shall be observed.

(b) An employee on weekly engagement shall be entitled to the above-mentioned holidays without deduction of pay.

HOLIDAYS AND SUNDAY WORK.

8. All time worked on Sundays or on any of the holidays prescribed herein shall be paid for at the rate of double time.

"Rate of double time" for weekly employees shall mean as to the holidays set out an extra payment at the ordinary rate in addition to the rate ordinarily receivable.

SPECIAL RATES.

Confined Spaces.

9. (a) Working in confined space (as defined), 3d. per hour extra.

Confined space means a place the dimensions or nature of which necessitate working in a cramped position or without sufficient ventilation.

Dirty Work.

(b) Work which a foreman and workman shall agree is of an unusually dirty or offensive nature—1½d. per hour extra.

In case of disagreement between the foreman and workman, the workman, or a shop steward on his behalf, shall be entitled, within 24 hours, to ask for a decision on the workman's claim by the employer's industrial officer: if there be one), or otherwise by the employer or the executive officer responsible for the management or superintendence of the plant concerned. In such cases a decision shall be given on the workman's claim within 48 hours of its being asked for (unless that time expires on a non-working day, in which case it shall be given during the next working day), or else he said allowance shall be paid.

Special Rates not Cumulative.

(c) Where more than one of the disabilities entitling a workman to extra rates exist on the same job the employer shall be bound to pay only one rate, namely, the highest for the disabilities so prevailing.

SICK LEAVE.

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

(b) Notwithstanding the provisions of sub-clause (a) hereof, if the full period of sick leave as prescribed is not taken in any year, such portion as is not taken shall be cumulative from year to year up to a period not exceeding 132 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.

ANNUAL HOLIDAY.

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

WET WORK RATE.

12. Men who in the ordinary course of their work are—

- (i) Wetted from feet to knees } shall be paid 1s. per day or portion of a day extra, irrespective of
(ii) Working on rafting or staging awash .. } whether rubber boots are worn or not.

CRIB TIME.

13. A period of twenty-five minutes shall be allowed to shift workers for crib time, without deduction of pay.

MEAL ALLOWANCE.

14. An employee required to work overtime for more than two hours without being notified the day before that he will be so required to work shall either be supplied with a meal by the employer or paid 2s., or if the work extends into a second meal hour 4s. for the two meals, but such payment need not be made to employees living in the same locality as their work and who can reasonably return home for meals.

LIVING ALLOWANCE.

15. Where employment necessitates the absence of an employee from his usual place of residence for more than a period of 24 hours he shall be entitled to an allowance at the rate of 25s. per week.

TEA BREAK.

16. A tea break of ten minutes' duration on each day or shift to be counted as time worked shall be allowed employees without deduction of pay. The employer shall fix the time of the tea break and shall provide the necessary labour to brew the tea at the commencement of the tea break.

HOT WATER.

17. The employer shall make provision where practicable for the supply of hot water during meal hours.

CHANGING TIME.

18. When an employee, in the course of his work, falls or is knocked into water, not more than one hour without deduction of pay shall be allowed to enable him to change into dry clothing.

MIXED FUNCTIONS.

19. Where an employee is required to do, and does on any one day for a time exceeding four hours in the aggregate, work for which a higher rate is prescribed than for other work done by him on that day, he shall be paid at not less than such higher rate for all work done by him on that day.

PERIODICAL ADJUSTMENT OF WAGES.

20. The wages rates set out in clause 2 are based upon the following basic wage and pursuant to and in accordance with the provisions of section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically increased or decreased by the same amount, and at the same time as such basic wage. Provided that the wages of apprentices and improvers 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.

The basic wage shown hereunder shall be adjusted as prescribed in clause 21.

Basic Wage.

Place.	Basic Wage.	Loading (Constant).	Total Basic Wage.	Index Number Set Assigned.
Throughout the State	£ s. d. 4 13 0	s. d. 6 0	£ s. d. 4 19 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

21. (a) Until the beginning of the first pay period to commence in February, 1947, the amount of the basic wage shall be as prescribed in clause 20.

(b) During each future successive period beginning with the first pay period to commence in a February, a May, an August, or a November, the amount of the basic wage shall be adjusted by the following method according to the position and fluctuations (if any) of the Commonwealth Statistician's "All Items" retail price index numbers.

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

- (1) The index number set to be applied is that assigned to Melbourne.
- (2) The index number for the calendar quarter next preceding the period of or near a quarter for which the adjustment is made is to be ascertained.
- (3) The amount assigned in the following table (or in any extension thereof) to the index number division comprising that number is to be ascertained.
- (4) The basic wage shall be of that assigned amount during such successive period.

Table.

Index Number Divisions.	Basic Wage.	Index Number Divisions.	Basic Wage.
	£ s. d.		£ s. d.
994-1006	4 1 0	1118-1129	4 11 0
1007-1018	4 2 0	1130-1141	4 12 0
1019-1030	4 3 0	1142-1154	4 13 0
1031-1043	4 4 0	1155-1166	4 14 0
1044-1055	4 5 0	1167-1179	4 15 0
1056-1067	4 6 0	1180-1191	4 16 0
1068-1080	4 7 0	1192-1203	4 17 0
1081-1092	4 8 0	1204-1216	4 18 0
1093-1104	4 9 0	1217-1228	4 19 0
1105-1117	4 10 0	1229-1240	5 0 0

Any extension of this table must be of the same construction as the table.

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

J. W. RYAN, Secretary.

Melbourne, 24th October, 1946.



VICTORIA GOVERNMENT GAZETTE.

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No. 6]

MONDAY, JANUARY 13.

[1947

Factories and Shops Acts.

DETERMINATION OF THE SHOPS BOARD No. 1 (BOOT DEALERS).

NOTE.—This Determination applies to the following parts of Victoria, namely:—The Metropolitan District as defined in the Factories and Shops Acts and the Order in Council thereunder, and such portion of the City of Sandringham as is not included within the said District; the cities of Ballarat, Bendigo, Geelong, Geelong West, and Warrnambool; the town of Newtown and Chilwell; and the boroughs of Eaglehawk and Sebastopol.

IN accordance with the provisions of the Factories and Shops Acts the Wages Board appointed to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons whosoever employed in the business of a seller of boots, shoes, or slippers, being a business usually or frequently carried on in a shop," has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence on or after the 14th November, 1946, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

Apprentices or Improvers.				Other Employees.			
Wages per Week of 46 Hours.				Wages per Week of 46 Hours.			

Apprentices or Improvers.	Other Employees.		
	Wages per Week of 46 Hours.		
		Within the Metropolitan District and such portion of the City of Sandringham as is not included within the said District; the Cities of Geelong and Geelong West; and the Town of Newtown and Chilwell.	All other parts of Victoria where this Determination applies.
PROPORTION (IN ANY SHOP OR PLACE).	FEMALES.	s. d.	s. d.
IMPROVERS.			
Females.			
Two female improvers to one Four " " " two Five " " " three Six " " " four Seven " " " five Eight " " " six Nine " " " seven Ten " " " eight	female persons receiving not less than 49s. per week of 46 hours,		
and thereafter one additional female improver to every two or fraction of two additional			
Provided that one female improver in lieu of one male improver, or one male improver in lieu of one female improver, may be employed.			
	Managers of a shop or head saleswoman, i.e., the principal employee in any shop, branch shop, or boot and/or shoe department in any establishment in which are sold goods other than those sold by bootdealers, notwithstanding she may be under the orders of another person who does not devote his whole time to the supervision of such shop, branch shop, or department— (a) Working singly (b) In charge of 1, 2, 3, or 4 persons (c) In charge of 5 or more persons Saleswomen— 21 years of age 22 years of age 23 years of age or over	125 6 131 0 142 0 49 0 53 6 63 6	120 6 123 6 134 0 49 0 53 6 59 6

OVERTIME.

3. (a) All time worked in excess of 46 hours in any week shall be paid for at the rate of time and a half for the first three hours and double time thereafter.

(b) All time worked after 12.45 p.m. on Saturday shall be paid for at the rate of double time.

TIME WAGES.

4. Any person employed on time wages for less than the number of hours fixed for an ordinary week's work shall for each hour worked up to 23 hours be paid—

(a) in any week in which two or more public holidays occur .. At the ordinary wages rate, with an addition of fifty per centum.

(b) in any other week At the ordinary wages rate, with an addition of thirty-three and one-third per centum.

and for each hour worked beyond the 23 hours aforesaid shall be paid at the ordinary wages rate up to but not exceeding ordinary wages rates for an ordinary week's work.

Provided that no such person shall be paid for less than two hours on any one Saturday and not less than three hours on any one day other than a Saturday.

SPECIAL RATES.

5. Double time shall be the rate for all work done on Sunday and time and a half shall be the rate for all work done on New Year's Day, Australia Day, Good Friday, Easter Saturday (except in the area enclosed by and including Flinders-street, Spencer-street, Lonsdale-street, and Spring-street, in the City of Melbourne, where the rate of treble time shall be paid), Easter Monday, Labour Day, King's Birthday, Christmas Day, and Boxing Day or after 1 p.m. on Show Day (in such localities mentioned in the Twelfth Schedule to the *Public Service Act 1928* as are within the area to which this Determination applies); but if any other day be by Act of Parliament or Proclamation substituted for any of the abovenamed holidays, the special rate shall only be payable for work done on the day so substituted.

NOTICE OF INTENTION TO WORK OVERTIME.

6. At least four hours' notice of intention to work overtime shall be given to an employee before such employee is required to work beyond the usual time of ceasing duty.

MEAL ALLOWANCE.

7. An employee required to work any overtime in excess of one hour beyond the usual time of ceasing duty shall be paid a meal allowance of 2s. 6d. Such allowance shall be paid on the day upon which the overtime is worked and shall be in addition to any payment due for such overtime.

GARMENT ALLOWANCE.

8. Any employee who is required to wear, when at work, a washable outer-garment, dust-coat, or overall, shall be paid 2s. per week in addition to the ordinary wage, unless the garment is both provided and laundered by the employer.

BICYCLE ALLOWANCE.

9. Where a bicycle is provided by an employee and is required to be used in connexion with his employer's business, an allowance of 3s. per week in addition to the ordinary wage shall be paid to such employee.

PAYMENT OF FARES.

10. Where an employee is required by his or her employer to move temporarily from one branch or shop to another all additional fares so incurred shall be paid by the employer.

REFERENCE.

11. An employee, on severing his or her connexion with an employer, shall be entitled to and shall receive from such employer a reference in writing, stating his or her period of service and qualifications.

SICK LEAVE.

12. (a) Any employee who, having had at least three months' service with the same employer, is absent from duty as a result of personal ill health or accident shall be entitled to sick pay as follows:—(1) during the first year, one half day's ordinary pay for each complete month of service; (2) during any subsequent year of service, six days' ordinary pay, provided that evidence satisfactory to the employer is produced to prove that such absence was due to personal ill health or accident.

(b) 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 eighteen days, which shall be the maximum amount of leave to which an employee may be entitled in any year of service without deduction of pay.

ANNUAL HOLIDAY.

13. 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.

(In his or her own interests each employer of labour should obtain a copy of the above Act which may be purchased from the Government Printer, Melbourne, at a cost of 9d., plus postage.)

REST PERIOD.

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

TIME AND WAGES RECORDS.

15. An employer shall keep time and wages records showing the name of each employee, the hours worked each week by and the wages and overtime paid to each employee.

TERMINATION OF EMPLOYMENT.

16. Except where the conduct of an employee justifies instant dismissal, seven days' notice of termination of employment shall be given by either employer or employee, or one week's wages shall be paid or forfeited, as the case may be, in lieu thereof. This provision shall only apply in the case of the employee who has been employed continuously for three months or more.

PAYMENT OF WAGES.

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

PERIODICAL ADJUSTMENT OF WAGES.

18. The wages rates for adult males set out in clause 2 are based upon the following basic wage, and pursuant to and in accordance with the provisions of section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically increased or decreased by the same amount, and at the same time as such basic wage. Provided that the wages of apprentices, improvers, and females shall be adjusted proportionately to adjustments of the basic wage, such adjustments to be to the nearest 6d., half or less than half of 6d. to be disregarded.

The basic wage shown hereunder shall be adjusted as prescribed in clause 19.

Basic Wage.

	Basic Wage.	Loading (Constant).	Total Basic Wage.	Index Number. Set Assigned.
	£ s. d.	s. d.	£ s. d.	
Throughout the State	4 13 0	6 0	4 19 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

19. (a) Until the beginning of the first pay period to commence in February, 1947, the amount of the basic wage shall be as prescribed in clause 18.

(b) During each future successive period beginning with the first pay period to commence in a February, a May, an August, or a November, the amount of the basic wage shall be adjusted by the following method according to the position and fluctuations (if any) of the Commonwealth Statistician's "All Items" retail price index numbers.

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

- (1) The index number set to be applied is that assigned to Melbourne.
- (2) The index number for the calendar quarter next preceding the period of or near a quarter for which the adjustment is made is to be ascertained.
- (3) The amount assigned in the following table (or in any extension thereof) to the index number division comprising that number is to be ascertained.
- (4) The basic wage shall be of that assigned amount during such successive period.

Table.

Index Number Divisions.	Basic Wage.	Index Number Divisions.	Basic Wage.
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994-1006	4 1 0	1118-1129	4 11 0
1007-1018	4 2 0	1130-1141	4 12 0
1019-1030	4 3 0	1142-1154	4 13 0
1031-1043	4 4 0	1155-1166	4 14 0
1044-1055	4 5 0	1167-1179	4 15 0
1056-1067	4 6 0	1180-1191	4 16 0
1068-1080	4 7 0	1192-1203	4 17 0
1081-1092	4 8 0	1204-1216	4 18 0
1093-1104	4 9 0	1217-1228	4 19 0
1105-1117	4 10 0	1229-1240	5 0 0

Any extension of this table must be of the same construction as the table.

NOTE.—Section 176 of the *Factories and Shops Act 1928* (No. 3677) provides that, where the provisions of a Determination of a Wages Board apply, a true copy of such Determination shall be posted in some conspicuous place in such a position as to be easily read by the persons employed therein. Penalty not exceeding £10.

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

J. W. RYAN, Secretary.

Melbourne, 30th October, 1946.

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No. 7]

MONDAY, JANUARY 13.

[1947

Factories and Shops Acts.

DETERMINATION OF THE HOSPITAL AND BENEVOLENT ASYLUM ATTENDANTS BOARD.

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

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which now has power to determine the lowest prices or rates which may be paid to any person or persons or classes of persons (not including professional employees and not including nurses subject to the Hospital Nurses Board) employed in or about—

- (a) a hospital, benevolent asylum or convalescent home doing any kind of work connected with the carrying on of a hospital, benevolent asylum, or convalescent home;
- (b) a sanatorium for the treatment of persons suffering from any form of tuberculosis;
- (c) a hospital or home for the treatment of the mentally afflicted doing any kind of work connected with the carrying on of such hospital or home;

has made the following Determination, namely:—

1. That on the 25th November, 1946, the last previous Determination of this Board shall be revoked and replaced by this Determination.

APPRENTICES OR IMPROVERS.

2. (i) (Other than female apprentices to Hospital Cooking employed in connexion with institutions approved by the Wages Board.

WAGES PER WEEK (See Footnote). *

	Employed at Clerical Work.		All Other Classes of Work.		
	Males.	Females.	Males.	Females.	
				* Employed in the Metropolitan District; Cities of Ballarat, Bendigo, Geelong, Mildura or Warrnambool; the Towns of Hamilton, Horsham, Sale or Warragul; the Borough of Wangaratta, or Mooroopna Riding of Shire of Rodney.	Employed in any other part of Victoria.
	s. d.	s. d.	s. d.	s. d.	s. d.
Under 16 years of age	32 6	28 3	45 6	51 0	50 6
16 years of age	37 6	33 3	50 6		
17 "	42 6	38 3	57 0		
18 "	47 6	43 3	64 0		
19 "	62 6	50 3	72 0		
20 "	82 6	58 3	84 6		

- (ii) Apprentices bound to the trade of hospital cooking subject to the conditions prescribed hereunder:—

- (a) Only a female between the ages of 16 years and 18 years (both inclusive) at the time of signing indentures and who has already completed the first year of an approved course with a school of Domestic Economy is eligible for binding as an apprentice under this scheme. During the course of her apprenticeship she shall be required to do only such work as is consistent with the course undertaken at the school.
- (b) During the currency of the indentures the apprentice shall attend evening classes at the said school in order to complete the prescribed course of training.
- (c) For the purposes of this clause "prescribed course" shall be a course of training decided by the Principal of the Training School concerned, subject to approval by the Wages Board. Upon such approval being given by the Wages Board the Chairman shall approve of same on sufficient copies to enable each member of the Board and the Principal of each Training School to be supplied with one.
- (d) Until further order schools approved by the Wages Board for the purpose of this scheme of apprenticeship shall be:—
 - (i) The Emily McPherson College of Domestic Economy, Melbourne, and
 - (ii) The Gordon Institute of Technology, Geelong.
- (e) The wages of apprentices shall be:—

	Per Week	*(See Footnote).
	£ s. d.	
First year	1 17 6	
Second year	2 9 6	
Third year	3 6 9	

- (f) On completion on her term of apprenticeship an employee shall be entitled irrespective of her age to be paid not less than the appropriate wage for adult employees for the class of work done.
- (g) A form of indenture has been prescribed by the Board.

* The minimum wage where the employer boards and lodges the employee shall in the case of an adult male employee be 18s. per week less, and in the case of an adult female employee or an apprentice or improver 16s. per week less than the rate fixed.

Female employees (other than casuals, clerks, stenographers, typists, telephone attendants, registered X-ray technicians or laboratory assistants) for whom the employer does not make available board and lodging shall receive, in addition to the wages herein prescribed, an allowance of 14s. per week. Provided that such persons employed for less than the full working week shall be paid a proportionate amount of the allowance specified.

The foregoing allowance shall not be deemed to be part of the weekly wage.

(iii)

PROPORTION (IN ANY PLACE).

APPRENTICES.	IMPROVERS.
<p>MALES.</p> <p>One male apprentice to every three or fraction of three male workers receiving not less than 116s. per week.</p> <p>FEMALES.</p> <p>One female apprentice to every three or fraction of three female workers receiving not less than 64s. 6d. per week.</p>	<p>MALES.</p> <p>One male improver to every eight or fraction of eight male workers receiving not less than 116s. per week.</p> <p>FEMALES.</p> <p>One female improver to every six or fraction of six female workers receiving not less than 64s. 6d. per week.</p>

NOTE.—The Board has determined that as from the 1st December, 1941, no further persons shall be bound as apprentices to the trade, other than those provided for in sub-clause (ii) hereof.

WAGES.

OTHER EMPLOYEES.

(a) Employed in the Metropolitan District; the Cities of Ballarat, Bendigo, Geelong, Mildura, or Warrnambool; the Towns of Hamilton, Horsham, Sale, or Warragul; the Borough of Wangaratta; or the Mooroonpa Riding of Shire of Rodney.

Males.		Females.	
WAGES.* (See footnote).		WAGES.* (See footnote).	
	Per Week s. d.		Per Week s. d.
Clerks	121 6	Clerks	74 0
Cooks—First	128 6	Cook; where there is only one employed ..	79 0
Other cooks	121 6	Cooks in charge of—	
Person in charge of instrument room and/or sharpening and adjusting instruments	143 0	One to three kitchen employees	79 0
Dresser, chief, where five or more dressers are employed	145 0	Four to seven kitchen employees	86 6
Deputy chief dresser, where five or more dressers are employed	140 6	Eight or more kitchen employees	96 6
Dressers doing venereal diseases work	139 0	Second cooks	76 6
Other dressers and/or steriliser room attendant—		Other cooks	74 0
1st year's experience as such	119 0	Head housemaids	69 0
2nd year's experience as such	124 0	Housekeepers	84 0
Thereafter	129 0	Head laundresses in charge of—	
Chief theatre attendant	139 0	One to three persons	76 6
Foreman in charge of—		Four or more persons	81 6
One to nine employees	121 6	Second laundresses	71 6
Ten or more employees	129 0	Laundresses where only one employed ..	71 6
Assistant foreman	119 0	Other laundresses—	
Gardeners in charge of one or more gardeners or where there is only one employed	118 6	1st year's experience as such	64 6
Other gardeners	116 0	2nd year's experience as such	65 6
Incinerator attendants	116 0	Thereafter	66 6
Kitchenmen or scullerymen	116 0	Sorters	71 6
Laboratory assistants	124 6	Washing machine hands	79 6
Laundrymen	119 0	Storekeeper in charge of one or more store hands or where there is only one employed ..	74 0
Mortuary-men employed solely on post-mortem work	134 0	Storekeeper's assistants—	
Other mortuary-men	119 0	1st year's experience as such	64 6
And 10s. extra for each post-mortem		2nd year's experience as such	65 6
Motor or motor ambulance drivers or assistants	123 6	Thereafter	66 6
Operating theatre attendants	119 0	Stenographers and typists—	
Casualty porters engaged on preparations and theatre work	119 0	1st year's experience as such	74 0
Dispensary porters	119 0	2nd year's experience as such	76 6
Relieving porters	118 6	Thereafter	79 0
X-ray porters	116 0	Telephone attendants	81 6
Night porters who in the course of their duties patrol the hospital	119 6	Waitresses—	
Other night porters	116 0	1st year's experience as such	64 6
Recording attendants	121 6	2nd year's experience as such	65 6
Splint makers	129 0	Thereafter	66 6
Splint makers' assistants	119 0	Wardmaids—	
Storemen in charge of one or more storemen or where there is only one employed	121 6	1st year's experience as such	64 6
Other storemen	116 0	2nd year's experience as such	65 6
Telephone attendants	119 0	Thereafter	66 6
Ward cleaners handling sputum mugs	129 0	Registered X-ray technicians—	
Other ward cleaners	116 0	1st year's experience as such	94 0
X-ray attendants	124 0	2nd year's experience as such	99 0
X-ray technicians—		Thereafter	104 0
1st year's experience as such	116 6	Laboratory assistants	79 6
2nd year's experience as such	131 6	Female attendant employed wholly or partly attending to the comforts and needs of sick, aged, or infirm persons—	
Thereafter	141 6	(i) In charge of a ward	76 6
Male attendant or medical orderly employed wholly or partly attending to the comforts and needs of sick, aged, or infirm persons	121 0	(ii) Other than in charge of a ward—	
All others	116 0	1st year's experience	69 6
		2nd year's experience	70 6
		Thereafter	71 6
		Seamstresses who cut out and fit garments	78 6
		Other seamstresses—	
		1st year's experience as such	66 6
		2nd year's experience as such	67 6
		Thereafter	68 6
		All others—	
		1st year's experience as such	64 6
		2nd year's experience as such	65 6
		Thereafter	66 6

* The minimum wage where the employer boards and lodges the employee shall in the case of an adult male employee be 18s. per week less, and in the case of an adult female employee or an apprentice or improver 10s. per week less than the rate fixed.

Female employees (other than casuals, clerks, stenographers, typists, telephone attendants, registered X-ray technicians or laboratory assistants) for whom the employer does not make available board and lodging shall receive, in addition to the wages herein prescribed, an allowance of 14s. per week: Provided that such persons employed for less than the full working week shall be paid a proportionate amount of the allowance specified.

The foregoing allowance shall not be deemed to be part of the weekly wage.

(b) Employed in any other part of Victoria.

Males.		Females	
WAGES.* (See footnote).		WAGES.* (See footnote).	
	Per Week. s. d.		Per Week. s. d.
Male attendant employed wholly or partly attending to the comforts and needs of sick, aged, or infirm persons	121 0	Clerks	69 6
All others	116 0	Cooks—	
		First—where there is only one employed ..	79 0
		Second	74 0
		Head laundress; or where there is only one employed	71 6
		Other laundresses	66 6
		Stenographers and typistes	74 6
		Telephone attendants	59 6
		Female attendant employed wholly or partly attending to the comforts and needs of sick, aged, or infirm persons—	
		(i) In charge of a ward	76 6
		(ii) Other than in charge of a ward—	
		1st year's experience	69 6
		2nd year's experience	70 6
		Thereafter	71 6
		All others—	
		1st year's experience	64 6
		2nd year's experience	65 6
		3rd year's experience	66 6

* The minimum wage where the employer boards and lodges the employee shall in the case of an adult male employee be 18s. per week less, and in the case of an adult female employee or an apprentice or improver 16s. per week less than the rate fixed.

Female employees (other than casuals, clerks, stenographers, typistes, telephone attendants, registered X-ray technicians or laboratory assistants) for whom the employer does not make available board and lodging shall receive, in addition to the wages herein prescribed, an allowance of 14s. per week: Provided that such persons employed for less than the full working week shall be paid a proportionate amount of the allowance specified.

The foregoing allowance shall not be deemed to be part of the weekly wage.

SPECIAL ALLOWANCE.

4. Female employees required to feed into or discharge from a laundry washing machine shall receive an allowance of 10s. per week, for each week or part thereof in addition to the rates prescribed.

MEAL INTERVAL.

5. A meal interval of not less than 30 minutes shall be allowed each employee during each shift. Such meal interval shall not be counted as time worked.

HOURS FOR A WEEK'S WORK.

6. The number of hours for a week's work shall be 44, which may be worked—
(i) in either five or five and a half days, or
(ii) in a fortnight of 88 hours in eleven shifts of 8 hours each.

OVERTIME.

7. The following overtime rates shall be paid for all work done:—
(a) Within a spread of 12 hours from the time of commencing work on any day—
(i) In excess of the rostered hours for a day's work } Time and a half.
(ii) In excess of the number of hours fixed as a week's or a fortnight's work as the case may be }
(b) Outside a spread of 12 hours from the time of commencing work on any day } Double time.
Overtime worked shall be paid for, and an employee shall not be allowed or required to take time off in lieu thereof.

A FULL WEEK'S WAGES TO BE PAID.

8. Any employee (other than a casual worker) willing to work who works for less than the full working week, shall be entitled to the payment of a full week's wage.

CASUAL LABOUR.

9. A casual employee, i.e., a person who is employed for not more than 18 hours per week, shall be paid per hour an amount equal to $\frac{1}{18}$ of the weekly rate prescribed by this Determination for the work performed divided by 44.

RISK RATE.

10. Persons (other than dressers doing venereal diseases work for whom provision is already made in clauses 2 or 3) shall in addition to the rates prescribed in clauses 2 or 3 be paid allowances as follows whilst:—

- | | |
|--|---|
| (a) Employed in infectious diseases wards or wards wherein less than 25 per cent. of the patients are suffering from venereal diseases, cancer, tuberculosis, typhoid, or meningitis | 6d. per day. |
| (b) Employed in infectious diseases wards or wards wherein 25 per cent. or more of the patients are suffering from venereal diseases, cancer, tuberculosis, typhoid, or meningitis | |
| (c) Handling or dressing patients suffering from venereal diseases, cancer, tuberculosis, typhoid or meningitis or patients qualified for admission to infectious diseases hospitals or wards | 2d. per hour with a minimum of 6d. per day. |
| (d) Handling clothes, bedding or linen, rubbish bins or refuse not previously disinfected and used in connexion with any patient, hospital or ward referred to in sub-clauses (a), (b), and (c) of this clause | |
| (e) Handling the bodies of deceased patients who at the time of their death were suffering from any infectious disease or any of the diseases referred to in sub-clause (a) of this clause | |
| (f) Engaged in experiments of an infectious nature or handling microscopic slides of an infectious nature or slides used in connexion with any of the complaints referred to in sub-clause (a) of this clause | |

NAUSEOUS WORK.

11. All male employees not provided for in clause 10 who handle linen of a nauseous nature, other than linen bagged or packed in containers, shall be paid at the rate of 5s. per week in addition to the rates prescribed in clauses 2 or 3.

ANNUAL LEAVE.

12. Any employee who has been in the service of an employer for a period of not less than twelve months shall be granted by such employer two weeks' leave (of seven days each) in each year on full pay, without any deduction for board and lodging. Such payment shall be made to the employee before the commencement of the annual leave period concerned. Provided that any employee who leaves or is dismissed for any reason (other than misconduct) after six months' continuous service in any qualifying twelve monthly period, shall in lieu of annual leave, receive a pro rata payment, based on the amount payable for the leave prescribed herein for a full twelve months' continuous service, and the period actually served.

PUBLIC HOLIDAYS.

13. Employees shall be entitled to the following holidays without deduction of pay:—New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, the first Tuesday in November (within a radius of 20 miles of the General Post Office, Melbourne), Christmas Day, and Boxing Day, but if any other day be by Act of Parliament or Proclamation substituted for any of these holidays employees shall be entitled to the days so substituted.

Provided that if an employee works on any of such holidays or such holiday occurs on his or her rostered day off or during his or her period of annual leave he or she shall be given—

- (a) within four weeks following the date on which such holiday occurred—
 - (1) one extra day's pay, or
 - (2) equal time off in lieu thereof, or
- (b) one day shall be added to his or her annual leave.

SICK LEAVE.

14. (a) In the event of an employee becoming sick and certified as such by the Medical Superintendent or by a Medical Practitioner approved by the institution or in an institution where there is no Medical Superintendent by a qualified Medical Practitioner approved by the institution, he or she shall be entitled to sick leave on full pay as follows :—

- (i) During the first year of service in an institution—one day for each month of service.
- (ii) During the second, third, and fourth years of service in an institution—fourteen days in each year.
- (iii) Thereafter—twenty-one days in each year.

Sick leave shall be in addition to the annual leave provided in clause 12.

Provided that an employee may be absent through sickness for one day without furnishing evidence of such sickness as provided in sub-clause (a) hereof on not more than three occasions in any one year of service.

(b) If the full period of sick leave as prescribed in sub-clause (a) hereof is not taken in any year, such portion as is not taken shall be cumulative from year to year up to a period not exceeding sixty-three days, which shall be the maximum amount of leave to which an employee shall be entitled in any year without deduction of pay.

For the purposes of this sub-clause, service prior to the 28th June, 1943, shall be disregarded.

(c) Notwithstanding any other provision in this clause an employee who contracts an infectious disease in the course of his or her duties and same having been certified to by the Medical Superintendent or by a Medical Practitioner approved by the institution shall receive full pay during the necessary period off duty up to but not exceeding a period of three months.

EMPLOYEES ENGAGED ON NIGHT DUTY.

15. For any period of not less than 3 hours worked by females between the hours of 8 p.m. and 8 a.m. and by males between the hours of 6 p.m. and 8 a.m. an amount of 6d. for each such period shall be paid in addition to the rates prescribed in clauses 2 or 3 of this Determination.

EARLY MORNING DUTY.

16. Employees (other than employees referred to in clause 15) who commence duty on any day between the hours of 5 a.m. and 6.30 a.m. shall be paid an amount of 5d. for each of such days in addition to the rates prescribed in clauses 2 or 3 of this Determination.

TIME BOOK.

17. Every 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.

Such time book or other record shall be available for inspection to the General Secretary of The Hospital, Dispensary, and Asylum Employees' and Allied Government Officers' Federation.

ROSTER.

18. A weekly roster setting out employees' weekly and daily working hours, times of commencing duty, meal intervals, time off duty and time of ending duty shall be kept posted or affixed in some conspicuous part of the premises in which persons subject to this determination are employed where it may be readily seen by such employees and the Secretary of the Hospital, Dispensary and Asylum Employees and Allied Government Officers' Federation of Australia, No. 1 Victorian Branch.

DRESSING ROOMS, ETC.

19. Dressing rooms, rest rooms, bathrooms or shower rooms, and lunch rooms, shall be provided for non-resident employees and suitable healthy accommodation for resident employees.

REST INTERVAL.

20. At a time suitable to the employer two rest intervals of ten minutes each shall be given to all employees during each day or rostered shift, and shall be counted as time worked.

UNIFORMS, ETC.

21. (i) Male employees (other than clerks, gardeners, laboratory assistants, recording attendants, splint makers, splint makers assistants, telephone attendants, x-ray attendants, or x-ray technicians) with not less than six months' service with the same employer shall be supplied with uniforms or overalls free of cost to employees. Provided that employees classified as "all others" shall be supplied with uniforms or overalls free of cost to employees if and when they are performing tasks for which uniforms or overalls are deemed to be necessary as herein provided.

(ii) Female employees (other than clerks, laundresses, stenographers and typists, telephone attendants, registered x-ray technicians, laboratory assistants or seamstresses) with not less than six months' service with the same employer shall be supplied with uniforms, overalls, caps or aprons, appropriate to the occupation, free of cost to employees.

(iii) Uniforms, overalls, caps or aprons shall remain the property of the employer, and be laundered by such employer free of cost to the employee.

(iv) The provisions of this clause shall operate as from the 1st January, 1947 provided, however, that such uniforms, overalls, caps or aprons shall be made available to employees only if and when the requisite number of clothing coupons have been surrendered by such employees.

RUBBER GLOVES, ETC.

22. Rubber gloves and all necessary safety appliances shall be provided free of cost for the use of employees and an adequate supply of same shall be maintained.

TERMINATION OF EMPLOYMENT.

23. Except where the conduct of an employee justifies instant dismissal, seven days' notice of termination of employment shall be given by either employer or employee, or one week's wages paid or forfeited as the case may be in lieu of such notice.

UNION INTERVIEWS.

24. During working hours employees of any establishment subject to this Determination may, with the consent of the person in charge of such establishment (which consent shall not be unreasonably withheld) be interviewed by the Secretary or Organizer of the Hospital, Dispensary, and Asylum Employees and Allied Government Officers' Federation of Australia, No. 1 Victorian Branch, or have their Union contributions collected by the steward of the said organization.

DEFINITION.

25. For the purpose of this Determination "experience" referred to in clause 3 means experience at such work in any hospital or institution subject to this Determination.

NOTE.—Section 174 of the Factories and Shops Acts provides: Where any person is employed to perform two or more classes of work to which a rate fixed by a Wages Board is applicable then such person shall be paid in respect of the time occupied in each class of work at the rate fixed by the Board for such work.

PERIODICAL ADJUSTMENT OF WAGES.

26. 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 has determined that such rates shall be automatically increased or decreased by the same amount, and at the same time as such basic wage rates in accordance with the table prescribed in Clause 27 herein.

Basic Wage.

Place.	Needs Basic Wage (Adjustable).	Loading (Constant).	Total Basic Wage.	Index Number Set Assigned.
	Per week. £ s. d.	Per week. £ s. d.	Per week. £ s. d.	
Throughout the State	4 13 0	Adult Males. 0 6 0	4 19 0	Melbourne

ADJUSTMENT OF WAGE RATES.

27. (a) Until the beginning of the first pay period to commence in February, 1947, the wages rates herein before prescribed shall be paid.

(b) During each future period of or near a quarter beginning with the first pay period to commence in a February, a May, an August, or a November, the amounts of the said rates shall be adjusted by the following method according to the position and fluctuations (if any) of the Commonwealth Statistician's "All Items" retail price index numbers.

For the purposes of this Determination the expression "Commonwealth Statistician's '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:—

- (1) Adjustment is to be based upon the equating of index number 1,000 with a needs basic wage of 81s., the amount assessed upon that number of the Commonwealth Statistician's declared needs basic wage per week for an adult male.
- (2) The index number for Melbourne is to be applied.
- (3) The index number for the calendar quarter next preceding the period of or near a quarter for which the adjustment is made is to be ascertained.
- (4) The amount of addition or deduction assigned in the following table (or in any extension thereof) to the index number division comprising such number is to be ascertained.
- (5) That the assigned amount shall for work done during such period of or near a quarter be added to or deducted from the originally prescribed amounts of the rates in accordance with that table.
- (6) The division called "original" in the following table is that for the amount of the needs basic wage upon which the rates are to be deemed to have been originally prescribed:—

TABLE.
Original Index Number Division 1056-1067. (£4 6s.)

Index Number Divisions.				Amounts of Additions or Deductions per Week.		
For Additions.		For Deductions.		Adult Male Employees.	Adult Female Employees and Male Junior Employees.	Female Junior Employees.
				s. d.	s. d.	s. d.
1056-1067	1056-1067	0 0	0 0	0 0
1068-1080	1044-1055	1 0	0 6	0 3
1081-1092	1031-1043	2 0	1 0	0 6
1093-1104	1019-1030	3 0	1 6	0 9
1105-1117	1007-1018	4 0	2 0	1 0
1118-1129	994-1006	5 0	2 6	1 3
1130-1141	982- 993	6 0	3 0	1 6
1142-1154	970- 981	7 0	3 6	1 9
1155-1166	957- 969	8 0	4 0	2 0
1167-1179	945- 956	9 0	4 6	2 3
1180-1191	933- 944	10 0	5 0	2 6
1192-1203	920- 932	11 0	5 6	2 9
1204-1216	908- 919	12 0	6 0	3 0
1217-1228	896- 907	13 0	6 6	3 3
1229-1240	883- 895	14 0	7 0	3 6

Any extension of this table must be of the same construction as the table.

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

J. R. MACPHERSON, Acting Secretary.

Melbourne, 6th November, 1946.



VICTORIA GOVERNMENT GAZETTE.

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MONDAY, JANUARY 13.

[1947

Factories and Shops Acts.

DETERMINATION OF THE SHOPS BOARD No. 7 (COUNTRY SHOP ASSISTANTS).

NOTE.—This Determination applies to the whole of the State *outside and excepting* the following parts of Victoria, namely:—The Metropolitan District as defined in the *Factories and Shops Act*, 1928 (No. 3677) and the Order in Council thereunder, and such portion of the City of Sandringham as is not included within the said District; the cities of Ballarat, Bendigo, Geelong, Geelong West, and Warrnambool; the town of Newtown and Chilwell; and the boroughs of Eaglehawk and Sebastopol.

IN accordance with the provisions of the Factories and Shops Acts the Wages Board appointed to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in or in connexion with a shop as a shop assistant, packer, storeman, or carter," has made the following Determination, viz.:—

1. That as from the beginning of the first day period to commence on or after the 5th December, 1946, the last Determination of this Board shall be revoked and replaced by this Determination as to the lowest prices or rates which may be paid to any person employed in or in connexion with a shop as a shop assistant, packer, storeman, or carter, but not including persons subject to the Determinations of the—

Shops Board No. 4 (Butchers, Country),

Shops Board No. 6 (Chemists),

Shops Board No. 13 (Fuel and Fodder, Country), or the

Hotel and Restaurant Board.

2.

APPRENTICES OR IMPROVERS.

Experience.		WAGES PER WEEK OF 46 HOURS.			PROPORTION. (In or in connexion with any shop.)	
		Commencing Age.				
		15 years or under.	16 years.	17 years or over.		
		<i>Males.</i>				
1st year	17s.	18s. 6d.	21s. 3d.	<i>Apprentices.</i> One male apprentice to every three or fraction of three male workers receiving not less than 76s. 3d. per week of 46 hours. One female apprentice to every three or fraction of three female workers receiving not less than 45s. 6d. per week of 46 hours. An indenture of apprenticeship prescribed by the Board was approved on 20.12.1923.
2nd "	21s. 9d.	26s. 6d.	31s. 9d.	
3rd "	26s. 6d.	38s. 3d.	49s. 9d.	
4th "	38s. 3d.	49s. 9d.	65s. 3d.	
5th "	49s. 9d.	65s. 3d.	..	
6th "	65s. 3d.	
		<i>Females.</i>				
1st year	15s. 3d.	16s. 6d.	18s. 6d.	<i>Improvers.</i> One male improver to each male worker receiving not less than 76s. 3d. per week of 46 hours. One female improver to each female worker receiving not less than 45s. 6d. per week of 46 hours. Provided that a female improver may be employed in lieu of a male improver, or a male improver in lieu of a female improver.
2nd "	17s.	19s.	24s. 3d.	
3rd "	23s. 3d.	24s. 9d.	31s. 9d.	
4th "	29s.	31s. 9d.	41s. 9d.	
5th "	36s.	41s. 9d.	..	
6th "	41s. 9d.	

OTHER EMPLOYEES.

	WAGES PER WEEK OF 46 HOURS.	
	Males.	Females.
Shop assistant—		
In charge of a shop, i.e., the person for the time being entrusted with the control or superintendence of a shop, notwithstanding he or she may be under the orders of a superior who does not devote his or her whole time to supervising such shop—		
(a) working singly	133s. 6d.	115s. 6d.
(b) in charge of one or more persons	147s.	122s. 6d.
In charge of a department, i.e., the person for the time being entrusted with the control or superintendence of a department in which are employed two or more other persons, notwithstanding he or she may be under the orders of a superior who does not devote his or her whole time to supervising such department	125s. 6d.	77s. 3d.
21 years of age	76s. 3d.	45s. 6d.
22 " "	88s. 6d.	52s. 6d.
Between 23 and 60 years of age	107s.	} 64s.
*60 years of age or over	97s. 6d.	
Packer or storeman	99s.	..
Carter driving horse-drawn vehicle	100s.	..
Driver of motor vehicle with a carrying capacity of not more than 25 cwt.	101s. 9d.	..
Driver of motor vehicle with a carrying capacity of over 25 cwt.	105s.	..

* This classification shall not apply in the case of an employee 60 years of age or over who is in the service of an employer by whom he has been continuously employed for a period of at least five years. Such an employee shall be entitled to receive the rate prescribed herein for an employee between 23 and 60 years of age.

3. TIMES OF BEGINNING AND ENDING WORK.

	Time of Beginning.	Time of Ending.
On the day on which the weekly half-holiday is observed	8 a.m.	12.30 p.m.
On the other working days of the week	8 a.m.	6 p.m.

OVERTIME.

4. The rate of time and a half shall be paid for all work done—

- (a) Outside the hours fixed as the times of beginning and ending work;
 (b) Within the hours fixed as the times of beginning and ending work in excess of 46 hours in any week.

TIME WAGES.

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

SPECIAL RATES.

6. All work done on Sunday, Good Friday, Easter Saturday (except in localities in which the late trading night is observed on a Saturday), Easter Monday, and the days on which Australia Day, Labour Day, King's Birthday, Christmas Day, Boxing Day, and New Year's Day are observed as public holidays shall be paid for at the rate of double time.

7. ANNUAL HOLIDAY.

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.

(In his or her own interests each employer of labour should obtain a copy of the above Act, which may be purchased from the Government Printer, Melbourne, at a cost of 9d., plus postage.)

SICK LEAVE.

8. (a) Any employee not attending for duty shall lose his or her pay for the actual time lost unless such employee has had not less than twelve months' service with the same employer, and he or she produces or forwards within twenty-four hours of the commencement of such absence evidence satisfactory to the employer that his or her non-attendance was due to personal ill-health or accident necessitating such absence, but such employee shall not be entitled to payment for non-attendance on the grounds of personal ill-health or accident for more than six days in each year.

(b) Notwithstanding 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 18 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.

MIDDAY MEAL.

9. An interval of one hour shall be allowed for the midday meal between the hours of 12 noon and 2 p.m.

GARMENT ALLOWANCE.

10. Any employee who wears, when at work, a washable outer-garment, the laundering of which is not paid for by the employer, shall be paid 3s. per week in addition to the ordinary wage. Such laundering shall be done in the town in which is situated the shop or branch shop at which the employee works.

BICYCLE ALLOWANCE.

11. Where an employee is required to use his or her own bicycle in connection with the business of an employer, he or she shall be entitled to an allowance of six pence, for each day or part thereof upon which he or she is so required to use such bicycle.

PAYMENT OF WAGES.

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

REFERENCE.

13. An employee, on severing his or her connexion with an employer, shall be entitled to and shall receive from such employer a reference in writing, stating his or her period of service and qualifications.

TRANSFER OF EMPLOYEE.

14. Where any employer transfers an employee from one township to another, the employer shall be responsible for and shall pay the whole of the moving expenses, including fares and transport charges, for the employee and his family.

TERMINATION OF EMPLOYMENT.

15. Except in a case where an employee or an employer has been guilty of misconduct, or where an employee has been engaged temporarily for a period not exceeding six weeks in duration, 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.

RENT OF RESIDENCE.

16. The employer shall not charge any manager or assistant who resides on the premises in connexion with the shop in which the business of such employer is carried on a greater sum as rent for such premises than 10s. per week.

TIME AND WAGES RECORD.

17. The employer shall keep a time and wages record showing the name of each worker, the number of hours worked each week, and the wages and overtime paid each week. Such record shall be open for inspection by a duly accredited representative of the Shop Assistants and Warehouse Employees' Federation of Australia or of the Victorian Storekeepers' Association.

DETERMINATION TO BE AVAILABLE.

18. A copy of this Determination shall be kept in a conspicuous place on each floor of a building in which work covered by this Determination is done. Such Determination shall be readily available for inspection at any time.

PERIODICAL ADJUSTMENT OF WAGES.

19. The wages rates for adults in receipt of the needs basic wage or over set out in clause 2 are based upon the following basic wage and, pursuant to and in accordance with the provisions of section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically increased or decreased by the same amount, and at the same time as such basic wage. Provided that the wages of adults, apprentices, or improvers in receipt of less than the needs basic wage 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.

The basic wage shown hereunder shall be adjusted as prescribed in clause 20.

Basic Wage.

Place.	Needs Basic Wage (Adjustable).	Loading (Constant).	Total Basic Wage.	Index Number Set Assigned.
	Per week. £ s. d.	Per week. s. d.	Per week. £ s. d.	
Within the area to which this Determination applies ..	4 13 0	6 0	4 19 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

20. (a) Until the beginning of the first pay period to commence in February, 1947, the amount of the basic wage shall be as prescribed in clause 19.

(b) During each future successive period beginning with the first pay period to commence in a February, a May, an August, or a November, the amount of the basic wage shall be adjusted by the following method according to the position and fluctuations (if any) of the Commonwealth Statistician's "All Items" retail price index numbers.

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

- (1) The index number set to be applied is that assigned to Melbourne.
- (2) The index number for the calendar quarter next preceding the period of or near a quarter for which the adjustment is made is to be ascertained.
- (3) The amount assigned in the following table (or in any extension thereof) to the index number division comprising that number is to be ascertained.
- (4) The basic wage shall be of that assigned amount during such successive period.

Table.

Index Number Divisions.	Basic Wage.	Index Number Divisions.	Basic Wage.
	£ s. d.		£ s. d.
994-1006	4 1 0	1118-1129	4 11 0
1007-1018	4 2 0	1130-1141	4 12 0
1019-1030	4 3 0	1142-1154	4 13 0
1031-1043	4 4 0	1155-1166	4 14 0
1044-1055	4 5 0	1167-1179	4 15 0
1056-1067	4 6 0	1180-1191	4 16 0
1068-1080	4 7 0	1192-1203	4 17 0
1081-1092	4 8 0	1204-1216	4 18 0
1093-1104	4 9 0	1217-1228	4 19 0
1105-1117	4 10 0	1229-1240	5 0 0

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

J. W. RYAN, Secretary.

Melbourne, 20th November, 1946.



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No. 9]

MONDAY, JANUARY 13.

[1947

Factories and Shops Acts.

DETERMINATION OF THE SHOPS BOARD No. 17 (TOBACCONISTS).

NOTE.—This Determination applies to the following parts of Victoria, viz.:—The Metropolitan District as defined in the Factories and Shops Acts and the Order in Council thereunder, and such portions of the city of Sandringham as are not included in the said District; the cities of Ballarat, Bendigo, Geelong, Geelong West, and Warrnambool; the town of Newtown and Chilwell; and the boroughs of Eaglehawk and Sebastopol.

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

1. That as from the beginning of the first pay period to commence on or after the 6th November, 1946, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

Apprentices or Improvers.				Other Employees.			
				Per Week of 47 Hours.			
WAGES.				WAGES.			
				Per Week of 47 Hours.			

TERMINATION OF EMPLOYMENT.

6. Except in a case where an employee or an employer has been guilty of misconduct, or where an employee has been engaged temporarily for a period not exceeding six weeks in duration, seven days' notice of termination of employment shall be given by either party or a week's wages paid or forfeited, as the case may be, in lieu thereof.

SPECIAL RATES.

7. Double time shall be the rate for all work done on Sundays, Good Friday, and Christmas Day, and time and a half the rate for all work done on New Year's Day, Australia Day, Easter Monday, Labour Day, King's Birthday, or Boxing Day, but if any other day be by Act of Parliament or Proclamation substituted for any of the abovenamed holidays, the special rates shall only be payable for work done on the day so substituted.

MEAL INTERVAL.

8. All employees shall be allowed the following meal intervals, with permission to leave the shop for the whole of such intervals, viz.:—From Monday to Friday, one hour for lunch, and in addition on Fridays, three-quarters of an hour for tea.

MEAL MONEY.

9. Any employee who is required to work overtime in excess of one hour on any day shall receive an allowance of 2s. 6d. as meal money in addition to the rate provided in clause 4.

ANNUAL HOLIDAY.

10. The annual holiday shall be as prescribed by the provisions of the *Factories and Shops (Annual Holidays) Act 1940*, No. 5111, and any amendments which may be made thereto from time to time.

(In his or her own interests each employer of labour should obtain a copy of the above Act which may be purchased from the Government Printer, Melbourne, at a cost of 9d. plus postage.)

SICK LEAVE.

11. (a) Any employee not attending for duty who has had not less than twelve months' service with the same employer shall lose his or her pay for the actual time lost unless such employee produces or forwards within 24 hours of the commencement of such absence evidence satisfactory to the employer that his or her non-attendance was due to personal ill-health or accident necessitating such absence, but such employee shall not be entitled to payment for non-attendance on the grounds of personal ill-health or accident for more than six days in each year.

(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 eighteen days, which shall be the maximum amount of leave to which an employee may be entitled in any year of service without deduction of pay.

PAYMENT OF WAGES, ETC.

12. Payment of all wages, overtime, special rates, and allowances due shall be made during working hours not later than Thursday each week.

REST PERIODS.

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

REFERENCE.

14. An employee, on severing his or her connexion with an employer, shall be entitled to and shall receive from such employer a reference in writing, stating his or her period of service or qualifications. This provision shall only apply in the case of an employee who has been employed continuously for three months or more.

POSTING, DETERMINATION.

15. A copy of this Determination shall be posted in a conspicuous place at or near the entrance to the shop, kiosk, stall, or department.

PERIODICAL ADJUSTMENT OF WAGES.

16. The wages rates for adult males set out in clause 2 are based upon the following basic wage and, pursuant to and in accordance with the provisions of section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically increased or decreased by the same amount, and at the same time as such basic wage. Provided that the wages of adult females and apprentices or improvers 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. Provided further that no increase or decrease shall exceed the amount of the variation made in respect of an adult male.

The basic wage shown hereunder shall be adjusted as prescribed in clause 17.

Basic Wage.

Place.	Needs Basic Wage (Adjustable).	Loading (Constant).	Total Basic Wage.	Index Number Set Assigned.
	Per week. £ s. d.	Per week. s. d.	Per week. £ s. d.	
Within the area to which this Determination applies ..	4 13 0	6 0	4 19 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

17. (a) Until the beginning of the first pay period to commence in February, 1947, the amount of the basic wage shall be as prescribed in clause 16.

(b) During each future successive period beginning with the first pay period to commence in a February, a May, an August, or a November, the amount of the basic wage shall be adjusted by the following method according to the position and fluctuations (if any) of the Commonwealth Statistician's "All Items" retail price index numbers.

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

(1) The index number set to be applied is that assigned to Melbourne.

(2) The index number for the calendar quarter next preceding the period of or near a quarter for which the adjustment is made is to be ascertained.

(3) The amount assigned in the following table (or in any extension thereof) to the index number division comprising that number is to be ascertained.

(4) The basic wage shall be of that assigned amount during such successive period.

Table.

Index Number Divisions.					Basic Wage.	Index-Number Divisions.					Basic Wage.
					£ s. d.						£ s. d.
994-1006	4 1 0	1118-1129	4 11 0
1007-1018	4 2 0	1130-1141	4 12 0
1019-1030	4 3 0	1142-1154	4 13 0
1031-1043	4 4 0	1155-1166	4 14 0
1044-1055	4 5 0	1167-1179	4 15 0
1056-1067	4 6 0	1180-1191	4 16 0
1068-1080	4 7 0	1192-1203	4 17 0
1081-1092	4 8 0	1204-1216	4 18 0
1093-1104	4 9 0	1217-1228	4 19 0
1105-1117	4 10 0	1229-1240	5 0 0

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

J. W. RYAN, Secretary.

Melbourne, 21st November, 1946.



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No. 10]

MONDAY, JANUARY 13.

[1947

Factories and Shops Acts.

DETERMINATION OF THE SHOPS BOARD No. 19 (CONFECTIONERY, PASTRY, FRUIT AND VEGETABLE).

NOTES.—(a) This Determination applies to the following parts of Victoria, namely:—The Metropolitan District as defined in the Factories and Shops Acts and the Order in Council made thereunder; such portion of the City of Sandringham as is not included within the said District; the cities of Ballarat, Bendigo, Geelong, Geelong West, and Warrnambool; the town of Newtown and Chilwell; and the boroughs of Eaglehawk and Sebastopol.

(b) On the 21st December, 1922, the Board was deprived of the power to determine the lowest prices or rates which may be paid to any persons employed whole or part time selling confectionery or pastry in any place in which the business of a restaurant is carried on, and such power was conferred exclusively on the Restaurant Board.

(c) On the 4th December, 1929, the power to determine the lowest prices or rates which may be paid to any persons employed in any bread shop was taken from the Shops Board No. 18 (Miscellaneous Shops) and conferred exclusively on the Shops Board No. 19 (Confectionery, Pastry, Fruit, and Vegetable).

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 confectionery and pastry shops, or fruit and vegetable shops," has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence on or after the 11th December, 1946, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

Apprentices or Improvers.						Other Employees.	
Males.		Females.					
Wages per week of 46 hours.		Wages per week of 46 hours.				Wages per week of 46 hours.	
—		In any shop wherein employees' wages are subject solely to this Determination.		In any other Shop.			
s. d.		s. d.		s. d.		s. d.	
15 years of age or under ..	24 9	15 years of age or under ..	22 3	15 years of age or under ..	23 0	(a) Manager or Departmental Manager ..	112 6
16 years of age ..	31 6	16 years of age ..	24 9	16 years of age ..	26 3	(b) Manageress—	
17 " " ..	38 6	17 " " ..	30 9	17 " " ..	32 6	in any shop where employees' wages are subject solely to this Determination ..	66 9
18 " " ..	48 3	18 " " ..	36 3	18 " " ..	38 6	in any other shop ..	72 9
19 " " ..	59 0	19 " " ..	42 3	19 " " ..	45 3	(c) Departmental Manageress ..	72 9
20 " " ..	70 6	20 " " ..	49 9	20 " " ..	52 6	(d) Shop assistants—	
						(i) Males ..	102 3
						(ii) Females—	
						In any shop wherein employees' wages are subject solely to this Determination ..	60 9
						In any other shop ..	66 3

PROPORTION (in any Shop or Place).

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

DEFINITIONS.

3. "Manager" or "Manageress" means the principal employee in any shop except a shop in which an owner or partner is working manager or working manageress.
 "Departmental Manager" or "Departmental Manageress" means the principal employee in a department of a shop wherein employees' wages are not subject solely to this Determination, and where two or more persons are employed in such department.

OVERTIME.

4. Any employee who in any week works for any time in excess of 46 hours shall be paid for such extra time at the rate of time and a half.

SPREAD OF HOURS.

5. The period between the time of commencing work and the time of finishing work on any day shall not exceed ten hours, except on one day per week, when the period concerned shall not exceed twelve hours.

TIME WAGES.

6. Any person employed on time wages for less than the number of hours fixed for an ordinary week's work shall be paid, for time worked up to 23 hours, at the ordinary wages rate with an addition of thirty-three and one-third per centum, and for time worked beyond the 23 hours aforesaid shall be paid the ordinary wages rate up to but not exceeding ordinary wages rates for an ordinary week's work.

REFERENCES.

7. Every employee, on the termination of his or her engagement, shall be given by the employer, if the employee so desires, a certificate setting out the employee's length of service and qualifications.

SPECIAL RATES.

8. Time and a half shall be paid for all work done on Sundays, or any of the undermentioned public holidays, viz.:—

New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, King's Birthday, Show Day (in such localities mentioned in the Twelfth Schedule to the *Public Service Act 1928* as are within the area to which this Determination applies), Melbourne Cup Day, Anzac Day, Christmas Day or Boxing Day. If any other day be substituted by Act of Parliament or Proclamation for any of the abovementioned holidays, the special rate shall be payable only for work done on the day so substituted.

PICNIC DAY (Confectionery Shops).

9. No person shall be employed at the work of selling confectionery within the Metropolitan District as defined in the *Factories and Shops Acts* on the day proclaimed as a trade holiday for the Manufacturing Confectionery trade. Any person absent from work on such day in accordance with this provision shall not suffer any loss of wages on account of such absence.

SICK LEAVE.

10. (a) Any employee not attending for duty, who has had not less than 12 months' service with the same employer, shall be paid for the actual time lost if such employee produces or forwards, within 24 hours of the commencement of such absence, evidence satisfactory to the employer that his or her non-attendance was due to personal ill-health or accident necessitating such absence. Provided that the employer shall not be obliged to pay the employee for such absence in respect of more than six days in any one year.

(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 18 days, which shall be the maximum amount of leave to which an employee may be entitled in any year without deduction of pay.

ANNUAL HOLIDAY.

11. 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.

(In his or her own interests each employer of labour should obtain a copy of the above Act which may be purchased from the Government Printer, Melbourne, at a cost of 9d., plus postage.)

PAYMENT OF WAGES, ETC.

12. Payment of all wages, overtime, special rates, and allowances due shall be made during working hours not later than Thursday each week.

BICYCLE ALLOWANCE.

13. Where any person uses his or her own bicycle in the delivery or collection of goods for the employer, or in connexion with the employer's business, such person shall receive the sum of 6d. per day for each day or part thereof on which he or she is so required to use such bicycle in addition to any rate prescribed otherwise by this Determination.

CLOTHING ALLOWANCE.

14. Where any person wears, whilst at work, any washable outer-garment, dress, or headwear, such garment, dress, or headwear shall be supplied free of charge by the employer. The employer shall defray the cost of any necessary laundering of such garment, dress, or headwear or alternatively shall make, in addition to the payment of any rate prescribed otherwise by this Determination, a weekly allowance of 2s. 6d. to the wearer of such garment, dress, or headwear.

TIME AND WAGES RECORD.

15. The employer shall keep a time and wages record in the English language showing the name, age, and sex of each worker, the number of hours worked each week, and the wages and overtime paid each week.

Such record shall be open for inspection by a duly accredited representative of any of the following bodies, viz.:—The Shop Assistants and Warehouse Employees' Federation of Australia; The Federated Retail Confectionery, Refreshment and Mixed Business Association of Australia (Victorian Branch), the Melbourne and Metropolitan Retail Fruiterers and Greengrocers' Association, and the Victorian Master Pastrycooks' Association.

REST PERIODS.

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

MEAL INTERVALS.

17. Every person shall be allowed and shall receive the following meal intervals, with permission to leave the shop during the whole of such intervals, viz.:—

On each day when work is done—1 hour for lunch, to be taken between 12 noon and 3 p.m.

On each day when work is done after 7.30 p.m.—An additional interval of three-quarters of an hour, to be taken between 5 p.m. and 7.15 p.m.

MEAL MONEY.

18. Any employee who is required to work overtime in excess of one hour on any day shall receive an allowance of 2s. 6d. as meal money in addition to the rate provided in clause 4.

TERMINATION OF EMPLOYMENT.

19. Except in a case of misconduct by either an employer or an employee seven days' notice of termination of employment shall be given by either employer or employee, or a week's wages paid or forfeited, as the case may be, in lieu thereof.

POSTING OF DETERMINATION.

20. A copy of this Determination shall be kept posted at or near the entrance to any shop or place to which it applies.

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

J. W. RYAN, Secretary.

Melbourne, 26th November, 1946.

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



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No. 11]

MONDAY, JANUARY 13.

[1947

Factories and Shops Acts.

DETERMINATION OF THE SHOPS BOARD No. 14 (FURNITURE DEALERS).

NOTE.—This Determination applies to the following parts of Victoria, namely:—The Metropolitan District as defined in the Factories and Shops Acts and the Order in Council thereunder, and such portions of the city of Sandringham as are not included in the said District; the cities of Ballarat, Bendigo, Geelong, Geelong West, and Warrnambool; the town of Newtown and Chilwell; and the boroughs of Eaglehawk and Sebastopol.

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board appointed to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the business of a seller of furniture or floor coverings," has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence on or after the 18th December, 1946, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

Apprentices and Improvers.							Other Employees.			
Wages per Week of 46 Hours.							Wages per Week of 46 Hours.			
Experience.	Commencing Age.							Within the Metropolitan District.	Outside the Metropolitan District wherever this Determination applies.	
	15 years or under.	16 years.	17 years.	18 years.	19 years.	20 years.				
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.		s. d.	s. d.	
1st year—							Person in charge of a shop (including a branch shop)	141 0	136 0	
1st 6 months	22 6	28 6	31 6	38 6	47 6	54 6	Canvassers, travellers, window dressers, ticket writers, collectors (who, in addition to their duties of canvassing, travelling, or collecting, are in any way connected with the sale of goods), salesmen, or saleswomen—			
2nd 6 months	28 0	31 6	34 6	41 6	54 6	62 6	21 years of age	101 0	98 6	
2nd year—							22 years of age	111 0	108 6	
1st 6 months	35 6	35 6	41 6	47 6	62 6	67 6	23 years of age or over	130 0	126 0	
2nd 6 months	39 0	39 0	47 6	62 6	67 6	78 6	Storeman or packer (i.e. an adult either working singly or supervising other storemen or packers, who is in charge of a store or floor where goods are received or despatched)	123 6	118 6	
3rd year	45 6	45 6	59 6	78 6	78 6	..	Other storemen or packers	113 6	109 0	
4th year	59 6	59 6	78 6	All others	113 6	109 0	
5th year	78 0	78 6				
6th year	86 6				
And thereafter the minimum wage.										
PROPORTION (within any shop).										
APPRENTICES.										
(One apprentice to every three or fraction of three workers receiving not less than 98s. 6d. per week.										
IMPROVERS.										
(One improver to every two or fraction of two workers receiving not less than 126s. per week.										

TIME WAGES.

3. Any person employed on time wages for less than the number of hours fixed for an ordinary week's work shall for each hour worked up to 23 hours be paid—

- | | |
|--|--|
| (a) in any week in which two or more public holidays occur | At the ordinary wages rate, with an addition of fifty per centum. |
| (b) in any other week | At the ordinary wages rate, with an addition of thirty-three and one-third per centum. |

and thereafter the ordinary wage rate up to but not exceeding ordinary wages rates for an ordinary week's work.

No. 11.—12719/46.

4. TIMES OF BEGINNING AND ENDING WORK.

	Time of Beginning.	Time of Ending.
<i>Saturday</i>	8 a.m.	12.45 p.m.
On the other working days of the week	8 a.m.	6 p.m.

MEAL INTERVAL.

5. No employer shall require any employee to take a longer interval than one hour for a meal.

OVERTIME.

6. Outside the hours fixed in Clause 4 }
 Within the hours fixed in Clause 4 in excess of the number of hours as fixed for an ordinary } Time and a half.
 week's work }

SPECIAL RATE FOR PUBLIC HOLIDAYS.

7. Treble time shall be paid within the Metropolitan District and double time elsewhere for all work done on Easter Saturday, and time and a half for all work done on New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, King's Birthday, Christmas Day, Boxing Day, and on Cup Day (Metropolitan District only), and after 12.30 p.m. on Show Day (in localities mentioned in the Twelfth Schedule to the *Public Service Act 1928* within the area to which this Determination applies). If any other day be by Act of Parliament or Proclamation substituted for any of the abovenamed holidays, the special rate shall only be payable for work done on the day so substituted.

SUNDAYS.

8. Treble time shall be paid for all work done on Sundays.

TERMINATION OF EMPLOYMENT.

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

TEA MONEY.

10. Any employee who is required to work overtime in excess of two hours on any day shall receive an allowance of 2s. as tea money in addition to the rates provided in Clause 6.

RATIONING OF EMPLOYEES.

11. Where it is claimed by the employer that the exigencies of trade necessitate the rationing of employees, then such employer shall give at least seven days' notice of such rationing to the employee concerned.

ANNUAL HOLIDAY.

12. 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.

NOTE.—In his or her own interests each employer of labour should obtain a copy of the above Act which may be purchased from the Government Printer, Melbourne, at a cost of 9d., plus postage.

PROVISION OF BICYCLE OR OTHER MECHANICAL CONVEYANCE.

13. Where an employer directs an employee to provide himself with a bicycle or some other mechanical means of transport in order to carry out his duties, such an employee shall be entitled to an allowance (in addition to any other amount to which he may be entitled under this Determination) as follows:—

For provision of a bicycle	2s. 6d. per week.
For provision of a motor cycle	10s. per week.
For provision of a motor car	at the rate of 4d. per mile up to a maximum allowance of £3 per week.

SICK LEAVE.

14. (a) An employee who has been in the service of an employer for not less than twelve months shall be entitled to six days' sick leave of absence 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 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 18 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.

PAYMENT OF FARES.

15. Where an employee is temporarily transferred from one branch of an employer's business to another, and such transfer necessitates the employee paying a higher fare in proceeding to and from his home, such excess amount shall be paid by the employer.

PAYMENT OF RENT.

16. A shopkeeper shall not charge any employee who is required to reside on the premises in connexion with the shop in which the business of such shopkeeper is carried on a greater sum as rent for such premises than 10s. per week.

REFERENCE.

17. An employee on severing his connexion with an employer shall be entitled to and shall receive a reference stating length of employment, character, and qualifications whilst in such employment.

REST PERIODS.

18. All employees shall be allowed two rest periods of not less than five minutes each on each day, the first between the time of commencing work and the mid-day meal interval, and the second between the mid-day meal interval and the ending of work.

CLOTHING ALLOWANCE.

19. Where any employee is required to wear, whilst at work, a washable outer garment (such as overalls, dust coat, &c.) such outer garment shall be provided and laundered by the employer.

PAYMENT OF WAGES.

20. Payment of wages (including overtime, allowances, fares, &c.) shall be made not later than Thursday in each week.

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

J. W. RYAN, Secretary.

Melbourne, 3rd December, 1946.



VICTORIA GOVERNMENT GAZETTE.

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MONDAY, JANUARY 13.

[1947

Factories and Shops Acts.

DETERMINATION OF THE PAINTERS BOARD.

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

(2) Painting, Decorating, and Signwriting were proclaimed on 28th November, 1928, as apprenticeship trades under the "Apprenticeship Act 1927" for the Metropolitan District.

Full particulars of the apprenticeship regulations for these trades may be obtained on application to the Secretary, Apprenticeship Commission, Melbourne. (Price 3d.)

IN accordance with the provisions of the Factories and Shops Acts the Wages Board which, since 7th August, 1933, has had the power to determine the lowest prices or rates which may be paid to any persons employed in the process, trade, or business of—

(a) Painting, other than ship painting or painting under the jurisdiction of any Wages Board heretofore appointed or hereafter to be appointed;

(b) Paperhanging;

(c) Sign or poster writing, and any work incidental thereto;

(d) Producing signs or posters by means of stencils, screens, or other like methods, and any work incidental thereto—has made the following Determination which embodies the Determination of the Industrial Appeals Court made on the 15th day of August, 1946, as reviewed and altered by the Board, pursuant to leave granted by the said Court on the 7th day of October, 1946.

The operative date shall be as follows:—

(a) Part I. hereof shall come into force from the beginning of the first pay period to commence on or after the 18th December, 1946, and shall continue in force whilst the Building Trades of Victoria Award of the Commonwealth Court of Conciliation and Arbitration remains in force.

If and when the provisions of this Part cease to apply by virtue of the limitation prescribed in the previous paragraph, all employees covered by the said provisions will automatically be subject to the provisions of Part II. hereof.

(b) Part II. hereof shall come into force from the beginning of the first pay period to commence on or after the 18th December, 1946.

PART I.

1a. This Part applies only in respect of the employment of persons on the construction renovation alteration repair or demolition of buildings performed on the site thereof, and in particular it shall have no application—

- (i) to employment by an employer in any industry where the work performed by the employee is subsidiary or auxiliary to the chief and principal purpose and business of such industry; or
(ii) to employment in workshops or joinery mills.

WAGES.

2.

(a)					(b)				
Apprentices or Improvers.					Other Employees.				
				Per week of					
				44 Hours.					
				s. d.					
1st year's experience	28 0	All classes of work	Per Hour, s. d. 3 6 $\frac{1}{2}$	Per week of 44 Hours. s. d. 156 6
2nd	38 0					
3rd	53 0					
4th	73 0					
5th	96 0					
PROPORTION (BY ANY EMPLOYER).									
Apprentices.									
One apprentice to every three journeymen or fraction of three journeymen employed.									
In cases where not more than three journeymen are employed at the trades, a second apprentice may be employed on the completion, by the first apprentice, of the second year of his apprenticeship course.									
* Improvers.									
One improver to three	workers receiv- ing not less than 156s. 6d. per week of 44 hours.					
Two improvers to six						
Three improvers to twelve and there- after one additional improver to every twelve additional						
						

INCLEMENT WEATHER.

7. Each employee shall be paid an allowance at ordinary rates for time lost through inclement weather, subject to the following conditions:—

- (i) That such allowance shall not exceed the equivalent of eight hours' pay in any one week.
- (ii) That weather shall not be regarded as inclement for the purposes of this clause, unless the employer or his representative on the job, and a representative of the men on such job, agree that it shall be so regarded. Failing such agreement weather shall not be regarded as inclement and work shall continue.
- (iii) Any intermission of work owing to inclement weather so regarded as aforesaid shall immediately cease and work shall be immediately resumed on the employer or his representative calling for a resumption of work.
- (iv) An employee shall not be entitled to payment as provided for in this clause, unless he remains on the job until a decision to cease work for the day has been made by agreement between the employer or his representative and a representative of the men.
- (v) The intermission of work by employees who would be exposed to or working in inclement weather so regarded in accordance with this clause shall not be a ground for intermission of work in places where employees are not so exposed to or are not called upon to work in such inclement weather.

ALLOWANCE IN RESPECT OF EXCESS FARES AND TRAVELLING TIME.

8. (a) The following payments shall be made in lieu of fares and travelling time within the radii named using G.P.O., Melbourne (cr. Bourke and Elizabeth streets) or the principal post offices at Ballarat, Bendigo, and Geelong as centres:—

	s.	d.
Up to and including 12 miles	2	0 per day
Over 12 miles and including 20 miles	2	6 per day
Over 20 miles and including 30 miles	3	0 per day

These allowances shall not be payable if the employer provides or offers to provide transport free of charge, in which case 1s. 4d. per day travelling allowance shall be paid.

(b) Where fares are necessarily incurred on distant jobs, as defined in clause 9 (a) of this Part, or on work performed outside the radii named in sub-clause (a) hereof the provisions of that sub-clause shall apply except that the local Post Office shall be the centre.

ALLOWANCES IN RESPECT OF DISTANT JOBS.

9. (a) When distance and/or travelling facilities reasonably prevent an employee going from and returning each day to his usual place of residence suitable board and sleeping accommodation including stretcher and mattress for each employee shall be provided. When work is situated away from suitable accommodation, the employer shall supply tents or huts with sleeping accommodation therein including stretcher and mattress for each employee in addition to any allowance provided in this clause; the allowance to be made shall be—

	s.	d.
For less than a full week	10	0 per day
For a full working week at the rate of	42	0 per week

(b) In lieu of the payments prescribed in clause 8 (a) of this Part an employee to whom sub-clause (a) applies shall be paid travelling time (not exceeding ordinary working hours per day) at ordinary rates of pay, and, where incurred, second-class return fare, and 5s. to cover expense of reaching his home railway station and transport of tools if any cost necessary. Provided that the return fare shall not be payable if the employee is dismissed for misconduct or is held incompetent within one week of starting work or leaves within one month of engagement. Travelling time shall be calculated as from Spencer-street and Flinders-street Railway Stations or the home Central Railway Station (if residing in the country) to destination by rail or usual travelling facilities.

(c) If an employee elects to return to his home at the week end after three months of continuous service and thereafter at three-monthly periods he shall be paid a second-class return fare (Victorian Railways only) on the pay day which immediately follows the date on which he returns to the job.

If the work upon which the employee is engaged will terminate in the ordinary course within a further 28 days after the expiration of three months this sub-clause shall not apply.

(d) Any person who has travelled from a "centre" to a place of work, and is required, in the course of his employment to travel further on the same day, shall be paid all fares necessarily expended in such further travelling.

ALLOWANCE IN RESPECT OF MEALS.

10. Where an employee is required to work overtime in excess of one hour and has not been given notice of same on the previous working day, he shall be allowed an amount of 2s. 6d. for a meal. When working overtime for two hours or more, employees shall be allowed to take, without deduction of pay, 20 minutes for crib immediately after the ordinary ceasing time, and thereafter 30 minutes for crib shall be allowed after each four hours of continuous work. Provided that where an employee works overtime for two hours without taking the prescribed interval of 20 minutes, he shall be deemed to have worked two and one-third hours.

EXCESS OF HOURS.

11. An employee who has worked continuously (except for meal intervals) for 20 hours, shall have a break of at least twelve hours before again starting work.

REST PAUSE.

12. (a) There shall be a rest period of ten minutes from the time of ceasing to the time of resuming work between the hours of 9.30 a.m. and 11 a.m. without deduction of pay.

(b) The employer shall provide facilities to enable the employees to obtain an adequate supply of boiling water at meal times and rest periods.

ANNUAL LEAVE.

13. (a) Subject to the provisions of sub-clause (c) and (d) hereof, a period of fourteen consecutive days inclusive of public holidays occurring during the period shall be allowed as leave annually to all employees after twelve months' continuous service (less the period of annual leave) with an employer. Unless otherwise mutually agreed upon between an employer and the employee concerned, in which case the leave shall be given and taken within three months of becoming due, such leave shall be given and taken in conjunction with the Christmas and New Year holidays.

(b) If after 88 hours' continuous service, excluding overtime, in any qualifying twelve-monthly period an employee leaves his employment or his employment is terminated by the employer, the employee shall be paid 1/13th of a week's wage in respect of each completed 88 hours of continuous service in respect of which leave has not been granted hereunder.

(c) Where an employee absents himself from work during any qualifying period of service for any reason other than a reason set out in sub-clause (d) hereof the amount of leave or payment in lieu to which he would otherwise be entitled under sub-clause (a) and (b) hereof, shall be reduced by 1/50th for each week or part thereof during which any such absence occurs.

(d) For the purpose of administering the provisions of this clause, service shall be deemed to be continuous notwithstanding an employee's absence from work for the following reasons—

- (i) Injury received during the course of employment and for which an employee received workers' compensation—up to a maximum period of two months.
- (ii) Any reason satisfactory to the employer or, in event of dispute, the Secretary for Labour.
- (iii) Where called up for military service up to three months in any qualifying period.

(e) Each employee before going on leave, shall be paid in advance the wage which would ordinarily accrue to him during the currency of the leave.

(f) Service before the 1st day of October, 1945, shall be disregarded for the purpose of calculating annual leave.

(g) Notwithstanding anything elsewhere contained in this Determination, an employer giving leave at the Christmas-New Year period may, at his option either:—

- (i) Stand off without pay during the period of leave any employee who has not then qualified for the full period; or
- (ii) Stand off for the period of leave any employee who has not then qualified for fourteen consecutive days' leave and pay him pro rata for the leave for which he has then qualified on the basis of one-thirteenth of a week's wages in respect of each 88 hours' consecutive service (exclusive of overtime) during his current qualifying twelve-monthly period.

PAYMENT OF WAGES.

14. Wages, allowances, and other moneys due shall be paid not later than the time of ceasing work on Thursday of each working week, or otherwise by mutual arrangement. On termination of employment by the employer all wages allowances, and other moneys shall be paid at the time of dismissal.

INSPECTION OF TIME SHEETS AND BOOKS.

15. The Secretary for Labour may authorize at any time (except pay day) or place, the inspection of all wages sheets, time sheets or other wages records by a person nominated by the Painters and Decorators Union of Australia and approved by the Secretary for Labour, provided that 24 hours' notice of such inspection is given to the employer.

TOOLS AND APPLIANCES.

16. (a) Each painter shall provide himself with an ordinary dusting brush and all necessary stripping and stopping knives, hammer, hacking knife, screwdriver, and glazing knife.

(b) Each paperhanger shall provide himself with a lay-brush, scissors, rule, plumb-bob, chalk-line, and trimming knife (if he requires such an instrument), and also with surface and joint rollers.

(c) Each signwriter shall provide himself with a mahl-stick, rule, straight-edge, chalk-line, pencils and gilding cushion, mop, knife and tip.

If any employee is required to provide any tools or appliances other than those above enumerated, 6d. per hour in addition to the ordinary rates fixed by this Determination shall be paid by the employer. The employer shall supply all tools necessary for the use of apprentices.

TRANSPORT.

17. Where an employee is required to work overtime and no regular means of transport is available, the employer shall provide suitable transport to convey him to the job or his residence as the case may be. If the employer fails to provide such transport, he shall pay to the employee such reasonable amount as has been necessarily incurred by him.

WASHING TIME.

18. Each employee shall be allowed five minutes prior to the lunch interval and immediately prior to the time of ceasing work for the day in order to clean up and wash.

EMPLOYEES REPORTING FOR DUTY.

19. An employee notified to commence duty and actually attending for duty, when notified by the employer or his representative that his services are not required shall be paid for two hours as time worked.

WAITING TIME.

20. An employee who is required to attend for work and is kept waiting to commence work by instructions of the employer or his representative, shall be paid at his ordinary rate of pay for the time he is so kept waiting.

TERMINATION OF EMPLOYMENT.

21. One hour's notice of termination of employment shall be given by either employer or employee or one hour's pay shall be paid or forfeited in lieu thereof.

Such hour shall be allowed the employee to gather, clean, pack and transport his tools.

APPRENTICES.

22. The provisions of clause 21 of this Part shall not apply to the employment of apprentices.

TIME OFF FOLLOWING ACCIDENT.

23. 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, pursuant to the provisions of the *Workers' Compensation Act 1946*) 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 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.

PERIODICAL ADJUSTMENT OF WAGES.

24. The wages rates set out in clause 2 (b) of this Part are based upon the following basic wage for adult males, and, pursuant to the provisions of Section 21 of the *Factories and Shops Act 1934*, the Industrial Appeals Court hereby determines that such rates shall be automatically increased or decreased by the same amount and at the same time as such basic wage.

The basic wage rates shown hereunder shall be adjusted as prescribed in clause 25 of this Part.

Place.	Needs Basic Wage for Adult Males (adjustable).	Loading (Constant).	Total Basic Wage for Adult Males.	Index Number Set Assigned.
	£ s. d.	£ s. d.	£ s. d.	
Throughout the State	4 13 0	0 6 0	4 19 0	Melbourne

ADJUSTMENT OF BASIC WAGE FOR ADULT MALES.

25. (a) Until the beginning of the first pay period to commence in February, 1947, the amounts of the basic wage shall be as prescribed in clause 24.

(b) During each future period of or near a quarter beginning with the first pay period to commence in a February, a May, an August, or a November, the amounts of the needs basic wage shall be adjusted by the following method according to the position and fluctuations (if any) of the Commonwealth Statistician's "All Items" Retail Price Index Numbers.

For the purposes of this Determination the expression "Commonwealth Statistician's Retail Price Index Numbers" or any like expression means the numbers stated to be such Index Numbers in any document purporting, and not proved to be wrongly so purporting, to be printed by the Commonwealth Government Printer or to be signed by or on behalf of the Commonwealth Statistician.

(1) The Index Number set to be applied to a place is that assigned thereto in clause 24 of this Part.

(2) The Index Number for the calendar quarter next preceiling the period of or near a quarter for which the adjustment is made is to be ascertained.

Notwithstanding anything contained in clause 2 (c) (A) and (B) (i) of this Part any employee, within six months of his first employment in any place, whose employment is terminated by the employer for any cause other than misconduct or incompetence, shall on such termination be entitled to be paid for such work performed by him an additional amount at the rate of 3s. per week.

Leading Hand, i.e., a tradesman who is given responsibility of direction and supervision of the work by his employer or by his employer's responsible representative of not fewer than five tradesmen shall receive in addition to his ordinary wage, allowances as follows—

- (a) If in charge of five tradesmen as aforesaid—1s. per day;
- (b) If in charge of more than five tradesmen as aforesaid, 1s. per day for being in charge of the first five tradesmen, plus an additional 1s. per day for each additional five, or fraction of five tradesmen in excess of such first five tradesmen.

TIMES OF BEGINNING AND ENDING WORK.

3. (a) Except as provided in sub-clause (b) hereof, the ordinary hours of work shall be 8 hours on five days a week (Monday to Friday inclusive), to be worked between 8 a.m. and 5 p.m., and 4 hours on Saturday to be worked between 8 a.m. and noon.

(b) By agreement between an employer and the majority of his employees on the job, the ordinary hours for a week's work may be worked on five days between 7.30 a.m. and 5.30 p.m. (Monday to Friday inclusive) each day's work consisting of 8 hours 48 minutes.

(c) The lunch hour break shall be not less than 42 minutes and shall be taken between the hours of noon, and 1 p.m. on each day, provided that by mutual agreement between the parties concerned, the said lunch break may be taken between the hours of 11.30 a.m., and 1 p.m.

OVERTIME.

4. All work done outside of or in excess of the ordinary hours for a day's work as prescribed, shall be paid for at the rate of time and a half for the first two hours and double time thereafter.

An employee who has worked continuously (except for meal intervals) for 20 hours shall have a break of at least 12 hours before again starting work.

HOLIDAYS AND SUNDAY WORK.

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

INCLEMENT WEATHER.

6. Each employee shall be paid an allowance at ordinary rates for time lost through inclement weather, subject to the following conditions:—

- (i) That such allowance shall not exceed the equivalent of eight hours' pay in any one week.
- (ii) That weather shall not be regarded as inclement for the purposes of this clause, unless the employer or his representative on the job, and a representative of the men on such job, agree that it shall be so regarded. Failing such agreement weather shall not be regarded as inclement and work shall continue.
- (iii) Any intermission of work owing to inclement weather so regarded as aforesaid shall immediately cease and work shall be immediately resumed on the employer or his representative calling for a resumption of work.
- (iv) An employee shall not be entitled to payment as provided for in this clause, unless he remains on the job until a decision to cease work for the day has been made by agreement between the employer or his representative and a representative of the men.
- (v) The intermission of work by employees who would be exposed to or working in inclement weather so regarded in accordance with this clause shall not be a ground for intermission of work in places where employees are not so exposed to or are not called upon to work in such inclement weather.

ALLOWANCE IN RESPECT OF EXCESS FARES AND TRAVELLING TIME.

7. (a) The following payments shall be made in lieu of fares and travelling time within the radii named using G.P.O., Melbourne (or Bourke and Elizabeth-streets) or the principal post offices at Ballarat, Bendigo, and Geelong as centres:—

	s.	d.
Up to and including 12 miles	2	0 per day
Over 12 miles and including 20 miles	2	6 per day
Over 20 miles and including 30 miles	3	0 per day

(b) If the employer provides or offers to provide transport free of charge, 1s. 4d. per day travelling allowance shall be paid: Provided that this sub-clause shall not operate if the employee is transported in the employer's time.

(c) Where fares are necessarily incurred on distant jobs, as defined in clause 8 (a) of this Part, or on work performed outside the radii named in sub-clause (a) hereof the provisions of that sub-clause shall apply except that the local Post Office shall be the centre.

(d) Sub-clauses (a), (b), and (c) of this clause shall not operate when an employee is employed on maintenance work at his recognized centre. Such centre shall be fixed for a period of not less than six months, and shall be specified at the time of the commencement of the employment, or on request.

ALLOWANCES IN RESPECT OF DISTANT JOBS.

8. (a) When distance and/or travelling facilities reasonably prevent an employee going from and returning each day to his usual place of residence suitable board and sleeping accommodation including stretcher and mattress for each employee shall be provided. When work is situated away from suitable accommodation, the employer shall supply tents or huts with sleeping accommodation therein including stretcher and mattress for each employee in addition to any allowance provided in this clause; the allowance to be made shall be—

	s.	d.
For less than a full week	10	0 per day
For a full working week at the rate of	42	0 per week

(b) In lieu of the payments prescribed in clause 7 (a) of this Part an employee to whom sub-clause (a) applies shall be paid travelling time (not exceeding ordinary working hours per day) at ordinary rates of pay, and, where incurred, second-class return fare, and 5s. to cover expense of reaching his home railway station and transport of tools if any cost necessary. Provided that the return fare shall not be payable if the employee is dismissed for misconduct or is held incompetent within one week of starting work or leaves within one month of engagement. Travelling time shall be calculated as from Spencer-street and Flinders-street Railway Stations or the home Central Railway Station (if residing in the country) to destination by rail or usual travelling facilities.

(c) If an employee elects to return to his home at the week-end after three months of continuous service and thereafter at three-monthly periods, he shall be paid a second-class return fare (Victorian Railways only) on the pay day which immediately follows the date on which he returns to the job.

If the work upon which the employee is engaged will terminate in the ordinary course within a further 28 days after the expiration of three months this sub-clause shall not apply.

(d) Any person who has travelled from a "centre" to a place of work, and is required, in the course of his employment, to travel further on the same day, shall be paid all fares necessarily expended in such further travelling.

SPECIAL RATES.

(Payable in addition to ordinary wages prescribed in clause 2.)

9. (a) *Swing Scaffold Work, and Ladder Work.*—Any person employed on a swing scaffold, or any scaffold suspended by a rope or cable, or any person employed on a ladder at a height of 35 feet or more above the nearest horizontal plane, shall be paid 1s. for the first four hours or any portion thereof, and 3d. per hour for each hour thereafter, on any day.

(b) *Scaffold Work.*—Any person employed on a scaffold (except a scaffold protected by a guard rail) at a height of 50 feet or more above the nearest horizontal plane, shall be paid 1s. for the first four hours or any portion thereof, and 3d. per hour for each hour thereafter, on any day.

(c) *Work in Wet Places.*—Any person required to work in a wet place (i.e., when water other than rain is flowing or dripping from overhead to such an extent as to saturate the clothing of the worker, or when the worker is required to work in water more than 2 inches deep), shall be paid 2d. per hour for each hour, or part thereof, he is so required to work. Provided that this extra rate shall not be payable to an employee who is provided by the employer with suitable protective clothing and/or footwear.

(d) *Work in Hot Places.*—Any person required to work for more than one hour in the shade in places, (i) where the temperature is raised by artificial means to between 115 and 130 degrees Fahrenheit, shall be paid 1½d. per hour, (ii) in places where the temperature exceeds 130 degrees Fahrenheit, the additional amount to be paid shall be 3d. per hour. Where work continues for more than two hours in temperatures exceeding 130 degrees Fahrenheit, employees shall also be entitled to twenty minutes' rest after every two hours' work without deduction of pay.

(e) *Work in Cold Places.*—Any person required to work for more than one hour in places where the temperature is reduced by artificial means below 32 degrees Fahrenheit, shall be paid 1½d. per hour. Where the work continues for more than two hours employees shall be entitled to a rest period of twenty minutes every two hours without loss of pay.

(f) *Dirty Work.*—Any person required to do work which a foreman and workman shall agree is of an unusually dirty or offensive nature shall be paid 1½d. per hour.

(g) *Work in Confined Spaces.*—Any person required to work in a confined space (i.e., a compartment or space, access to which is through a manhole or similar opening, or a place the dimensions of which necessitate an employee working in a stooped or otherwise cramped position, or without proper ventilation, and which is of a class not usually associated with the painting and decorating trade), shall be paid 3d. per hour.

(h) *Special Rates not Cumulative.*—Where more than one of the conditions entitling a workman to special rates exist on the same job the employer shall be bound to pay only one rate, namely the highest for the conditions so prevailing.

(i) *Rates not Subject to Penalty Additions.*—The special rates herein prescribed shall be paid irrespective of the time at which the work is performed, and shall not be taken into account when computing the penalty rate payable for overtime, or for work done on Sundays and holidays.

REST PERIOD.

10. There shall be a rest period of ten minutes from the time of ceasing to the time of the resumption of work, between the hours of 9 a.m. and 11 a.m. without deduction of pay.

PAYMENT OF WAGES.

11. (a) If an employee leaves or is dismissed he shall be paid his wages on leaving or being dismissed, or paid by post or otherwise on the next working day.

(b) Except as provided in the preceding sub-clause, payment of wages and other moneys due shall be made not later than 5 p.m. on Thursday in each week. Provided that this provision may be varied by the mutual agreement of the employer and the majority of employees on any job.

TOOLS AND APPLIANCES.

12. (a) Each painter shall provide himself with an ordinary dusting brush and all necessary stripping and stopping knives, hammer, hacking knife, screwdriver, and glazing knife.

(b) Each paperhanger shall provide himself with a lay brush, scissors, rule, plumb-bob, chalk-line, and trimming knife (if he requires such an instrument), and also with surface and joint rollers.

(c) Each signwriter shall provide himself with a mahl-stick, rule straight-edge, chalk-line, pencils and gilding cushion, mop, knife and tip.

If any employee is required to provide any tools or appliances other than those above enumerated, 6d. per hour in addition to the ordinary rates fixed by this Determination shall be paid by the employer. The employer shall supply all tools necessary for the use of apprentices.

ALLOWANCE IN RESPECT OF MEALS.

13. Where an employee is required to work overtime in excess of one hour and has not been given notice of same on the previous working day, he shall be allowed an amount of 2s. 6d. for a meal. When working overtime for two hours or more, employees shall be allowed to take, without deduction of pay, 20 minutes for crib immediately after the ordinary ceasing time, and thereafter 30 minutes for crib shall be allowed after each four hours of continuous work. Provided that where an employee works overtime for two hours without taking the prescribed interval of 20 minutes, he shall be deemed to have worked two and one-third hours.

SUPPLY OF HOT WATER.

14. The employer shall provide facilities to enable the employee to obtain an adequate supply of hot water at meal times.

CARE OF EMPLOYEES' TOOLS, ETC.

15. The employer shall make, in respect of each job, adequate arrangements to secure the proper care and safety of the employees' tools and gear when not in use.

TIME BOOK.

16. The employer shall keep at his centre a time book or a time sheet in which shall be recorded indelibly the name of each worker and the following particulars:—

- (a) the number of hours worked each day;
- (b) the total number of hours worked each week;
- (c) the wages, amount for overtime, and allowances paid therefor.

INSPECTION OF TIME SHEETS AND BOOKS.

17. The Secretary for Labour may authorize in writing the inspection, at any specified time (except on pay-day) or place, of all wages sheets, time sheets, or other wages records by a person nominated by the Painters and Decorators' Union of Australia (Victorian Branch), and approved by the Secretary for Labour, provided that 24 hours' notice of such inspection is given to the employer, to whom shall be produced such authority.

TRANSPORT.

18. Where an employee is required to work overtime and no regular means of transport is available, the employer shall provide suitable transport to convey him to the job or his residence as the case may be. If the employer fails to provide such transport, he shall pay to the employee such reasonable amount as has been necessarily incurred by him.

WASHING TIME.

19. Each employee shall be allowed five minutes prior to the lunch interval and immediately prior to the time of ceasing work for the day in order to clean up and wash.

ANNUAL HOLIDAY.

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

ADDITIONAL ANNUAL AND SICK LEAVE FOR SPECIAL CIRCUMSTANCES.

21. When it is a constant condition of employment that an employee in a "Mixed Industry" is continuously required to work or be on call for work on week ends (i.e., Saturdays and Sundays), such employee shall be entitled to:—

- (a) one week's additional leave with pay, and
- (b) payment for a maximum of 44 hours for sickness (duly certified) in any one year, provided that in the event of an employee not claiming payment in whole or in part in any year, the number of days not claimed shall be held to his credit the following year or years, subject to a maximum of 132 hours for sickness. For the purposes of sub-clause (b) hereof service prior to the 1st July, 1945, shall be disregarded. "Mixed Industry" means an industry where the work performed by painters (that is, any work to which this Determination applies) is subsidiary and auxiliary to the chief and principal purpose and business of such industry.

EMPLOYEES REPORTING FOR DUTY.

22. An employee notified to commence duty and actually attending for duty, when notified by the employer or his representative that his services are not required shall be paid for two hours as time worked.

TERMINATION OF EMPLOYMENT.

23. One hour's notice of termination of employment shall be given by either employer or employee or one hour's pay shall be paid or forfeited in lieu thereof.

When notice has been given by the employer such hour shall be allowed the employee to gather, clean, pack and transport his tools.

The provisions of this clause shall not apply to the employment of apprentices.

WAITING TIME.

24. An employee who is required to attend for work and is kept waiting to commence work by instructions of the employer or his representative, shall be paid at his ordinary rate of pay for the time he is so kept waiting.

TIME OFF FOLLOWING ACCIDENT.

25. 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 pursuant to the provisions of *Workers' Compensation Act 1946*), 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 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.

DEFINITIONS.

26. "Gippsland District" shall mean the following area, viz.:—From Hallam (beyond Dandenong) to the south to Lyndhurst, Wonthaggi, across to Port Albert, to Orbost, to Briagolong, to Walhalla, to Noojee, to Hallam.

"Centre" shall mean the employer's usual place of business.

PERIODICAL ADJUSTMENT OF WAGES.

27. The wages rates set out in clause 2 (c) of this Part are based upon the following basic wage for adult males and, pursuant to the provisions of Section 21 of the *Factories and Shops Act 1934*, the Industrial Appeals Court hereby determines that such rates shall be automatically increased or decreased by the same amount and at the same time as such basic wage.

The basic wage rates shown hereunder shall be adjusted as prescribed in clause 28 of this Part.

Place.	Needs Basic Wage for Adult Males (adjustable).	Loading (Constant).	Total Basic Wage for Adult Males.	Index Number Set Assigned.
	£ s. d.	£ s. d.	£ s. d.	
Within 20 miles of the Principal Post Office at Elizabeth-street, Melbourne—Males	4 13 0	0 6 0	4 19 0	Melbourne
Within 10 miles of the principal Post Offices at Geelong and Warrnambool respectively—same as the contemporaneous basic wage for Melbourne.				
Within 5 miles of the Post Office at Mildura; within the Gippsland District as herein defined (except Yallourn)—same as the contemporaneous basic wage for Melbourne.				
Yallourn—until further order the same amount in excess of Melbourne as at present, viz., 6s. 6d. per week.				
Elsewhere—3s. less than the contemporaneous basic wage for Melbourne.				

ADJUSTMENT OF BASIC WAGE FOR ADULT MALES.

28. (a) Until the beginning of the first pay period to commence in February, 1947, the amounts of the basic wage shall be as prescribed in clause 27.

(b) During each future period of or near a quarter beginning with the first pay period to commence in a February, a May, an August, or a November, the amounts of the needs basic wage shall be adjusted by the following method according to the position and fluctuations (if any) of the Commonwealth Statistician's "All Items" Retail Price Index Numbers.

For the purposes of this Determination the expression "Commonwealth Statistician's Retail Price Index Numbers" or any like expression means the numbers stated to be such Index Numbers in any document purporting, and not proved to be wrongly so purporting, to be printed by the Commonwealth Government Printer or to be signed by or on behalf of the Commonwealth Statistician.

(1) The Index Number set to be applied to a place is that assigned thereto in clause 27 of this Part.

(2) The Index Number for the calendar quarter next preceding the period of or near a quarter for which the adjustment is made is to be ascertained.

(3) The amounts assigned in the following table (or any extension thereof) to the Index Number Division comprising that Number are to be ascertained.

(4) The needs basic wage shall be those assigned amounts during such period of or near a quarter.

Table.

Index Number Divisions.	Basic Wage.	Index Number Divisions.	Basic Wage.
	£ s. d.		£ s. d.
994-1006	4 1 0	1118-1129	4 11 0
1007-1018	4 2 0	1130-1141	4 12 0
1019-1030	4 3 0	1142-1154	4 13 0
1031-1043	4 4 0	1155-1166	4 14 0
1044-1055	4 5 0	1167-1179	4 15 0
1056-1067	4 6 0	1180-1191	4 16 0
1068-1080	4 7 0	1192-1203	4 17 0
1081-1092	4 8 0	1204-1216	4 18 0
1093-1104	4 9 0	1217-1228	4 19 0
1105-1117	4 10 0	1229-1240	5 0 0

* Any extension of this table must be of the same construction as the table.

ADJUSTMENT OF WAGES OF APPRENTICES AND IMPROVERS.

29. The wages rates of apprentices, improvers, and juvenile workers as prescribed in clause 2, shall be automatically adjusted to accord with the wages rates, as adjusted from time to time, for apprentices in the metropolitan district who are under the jurisdiction of the Apprenticeship Commission.

ADJUSTMENT OF LOADINGS.

30. The loadings set out, and included as part of the ordinary wage in clause 2 (c) (A) and (B) (i) represent approximately 15 days' pay per annum in payment or compensation for—

(a) The holidays prescribed in clause 5—6s. ;

(b) Five days' sickness each year—3s.!

The existing loadings of 9s. per week are based upon a Needs Basic Wage Group of 91s. to 95s. per week, and shall be automatically adjusted by increasing or decreasing the allowance by 6d. for each increase or decrease of 5s. (in the aggregate) of such Needs Basic Wage Group as shown in the schedule hereunder—

Basic Wage Group.					Total Loadings Payable.	
86s. to 90s. (inclusive) per week	8s. 6d.	per week
91s. to 95s. "	9s. 0d.	"
96s. to 100s. "	9s. 6d.	"

Any extension of this table must be of the same construction as the table.

Should any increase or decrease of the loadings take place as the result of the operation of this clause, a corresponding increase or decrease as the case may be shall be made in the ordinary wages rates prescribed in clause 2 (c) (A) and (B) (i) hereof.

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

J. W. RYAN, Secretary.

Melbourne, 3rd December, 1946.



VICTORIA GOVERNMENT GAZETTE.

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MONDAY, JANUARY 13.

[1947

Factories and Shops Acts.

DETERMINATION OF THE SHOPS BOARD No. 23 (ELECTRICAL AND RADIO GOODS).

NOTE.—This Determination applies to the following parts of Victoria, namely:—The Metropolitan District and the Geelong District as defined in the Factories and Shops Acts, and the Order in Council thereunder extending such Metropolitan District, such portions of the city of Sandringham as are not included within the said Metropolitan District, the cities of Ballarat, Bendigo, and Warrnambool, and the boroughs of Eaglehawk and Sebastopol.

On the 18th May, 1932, the Shops Board No. 18 (Miscellaneous Shops) was deprived of 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 business of a seller of—

(a) Electrical goods;

(b) Wireless (radio) sets, parts, or accessories;

and such power was conferred exclusively on the Shops Board No. 23 (Electrical and Radio Goods).

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board appointed to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the business of a seller of—

(a) Electrical goods;

(b) Wireless (radio) sets, parts, or accessories"—

has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence on or after the 20th December, 1946, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

Apprentices and Improvers.							Other Employees.		
Wages per Week of 47 Hours.							Wages per Week of 47 Hours.		
Experience.	Commencing Age.							Within the Metropolitan District.	Outside the Metropolitan District wherever this Determination applies.
	15 years or under.	16 years.	17 years.	18 years.	19 years.	20 years.			
Males—	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	MALES.	<i>s. d.</i>	<i>s. d.</i>
1st year	21 0	21 0	28 0	42 6	56 0	70 6	(a) Person in charge of a shop	128 0	124 0
2nd year	28 0	31 6	39 0	49 6	70 6	88 0	Or,		
3rd year	39 0	42 6	52 6	70 6	91 6	..	(b) Manager in charge of one or more persons in an electrical and/or radio department of a departmental store, the business of which is not confined to the sale of radio or electrical goods		
4th year	49 6	56 0	70 6	91 6	(c) Canvassers, travellers, collectors, installers, and all others who are in any way connected with the sale of goods on a merchant's premises, but excluding those selling off such premises if they are paid exclusively by commission and have the right to sell goods for more than one merchant—		
5th year	63 6	70 6	21 years of age	100 6	98 0
6th year	77 6	22 years of age	110 6	108 0
And thereafter the minimum wage.							23 years of age or over	120 6	116 6
Females—	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	FEMALES.		
1st year	19 0	19 0	25 6	25 6	31 0	31 0	Females	68 6	64 0
2nd year	25 6	31 0	34 0	36 0	44 0	..			
3rd year	31 0	36 0	44 0	51 0			
4th year	36 0	44 0	51 0			
5th year	44 0	51 0			
6th year	51 0			
And thereafter the minimum wage.									

PROPORTION (WITHIN ANY SHOP).

Apprentices.

MALES.

One male apprentice to every three or fraction of three workers receiving not less than 98s. per week.

FEMALES.

One female apprentice to every three or fraction of three workers receiving not less than 64s. 0d. per week.

Improvers.

MALES.

One male improver to every two or fraction of two workers receiving not less than 116s. 8d. per week.

FEMALES.

One female improver to every two or fraction of two workers receiving not less than 64s. 0d. per week.

PENAL RATE.

3. Any person who works less than 36 hours in any week shall be paid for such work at the rate of 3s. 3d. per hour. Provided that no employee shall be entitled to receive more than the rate fixed for his particular class of work for an ordinary week of 47 hours.

4. **TIMES OF BEGINNING AND ENDING WORK.**

	Time of Beginning.	Time of Ending.
Saturday	7.45 a.m.	12.45 p.m.
On the other working days of the week	7.45 a.m.	6 p.m.

MEAL INTERVAL.

5. No employer shall require any employee to take a longer interval than one hour for a meal.

OVERTIME.

6. Outside the hours fixed in Clause 4 } Time and a half.
Within the hours fixed in Clause 4 in excess of the number of hours as fixed for an ordinary week's work }

SPECIAL RATES.

7. Time and a half shall be paid for all work done on Sunday, New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, Melbourne Cup Day (Metropolitan District only), King's Birthday, Christmas Day, and Boxing Day, or after 12.30 p.m. on Show Day (in localities mentioned in the *Public Service Act 1928*). If any other day be by Act of Parliament or proclamation substituted for any of the abovenamed holidays, the special rate shall be payable only for work done on the day so substituted.

TERMINATION OF EMPLOYMENT.

8. Except in a case where an employer or an employee has been guilty of a misdemeanour, 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.

ALLOWANCE.

9. When, 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 2s. 6d. per week in addition to the ordinary rate.

TEA MONEY.

10. Any employee whose weekly rate is not more than 121s. who is required to work overtime in excess of two hours on any one day, shall receive an allowance of 2s. 6d. as tea money in addition to the rates provided in Clause 6.

NOTICE TO WORK OVERTIME.

11. At least 24 hours' notice shall be given when overtime is required to be worked.

NOTICE OF INTENTION TO RATION.

12. Where an employer, owing to slackness of trade, desires to ration his employees, he shall give at least 24 hours' notice to each employee of his intention to ration such employee.

ANNUAL HOLIDAY.

13. 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.

(NOTE:—In his or her own interests each employer of labour should obtain a copy of the above Act which may be purchased from the Government Printer, Melbourne, at a cost of 9d., plus postage.)

SICK PAY.

14. (a) Any employee not attending for duty who has had not less than twelve months' service with the same employer shall lose his or her pay for the actual time lost unless such employee produces or forwards within 24 hours of the commencement of such absence evidence satisfactory to the employer that his or her non-attendance was due to personal ill-health or accident necessitating such absence, but such employee shall not be entitled to payment for non-attendance on the grounds of personal ill-health or accident for more than six days in each year.

(b) 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 eighteen days, which shall be the maximum amount of leave to which an employee may be entitled in any year of service without deduction of pay.

TIME AND WAGES RECORDS.

15. An employer shall keep time and wages records showing the name of each employee, the hours worked each week by, and the wages and overtime paid to each employee.

PAYMENT OF WAGES, ETC.

16. Payment of all wages, overtime, special rates, and allowances due, shall be made during working hours not later than Thursday each week.

REFERENCE.

17. An employee, on severing his or her connexion with an employer, shall be entitled to and shall receive from such employer a reference in writing, stating his or her period of service and qualifications. This provision shall only apply in the case of an employee who has been employed continuously for three months or more.

TRANSPORT ALLOWANCE.

18. (a) When an employee, by arrangement with his employer, uses his own car in the service of the employer he shall be paid an allowance of not less than 4d. per mile; provided that the total allowance payable shall not be less than 40s. per week and shall not exceed 20s. for any one day or £3 for any one week.

(b) When an employee, by arrangement with his employer, uses his own motor cycle or motor cycle and side-car in the service of the employer he shall be paid an allowance of not less than 2d. per mile; provided that the total allowance payable shall not be less than 15s. per week and shall not exceed 7s. 6d. for any one day or 30s. for any one week.

(c) Where a bicycle is provided by an employer and is required to be used in connexion with his employer's business, an allowance of 3s. 6d. per week in addition to the ordinary wage shall be paid to such employee.

POSTING OF DETERMINATION.

19. A copy of this Determination shall be kept posted at or near the entrance to any shop or place to which it applies.

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

J. W. RYAN, Secretary.

Melbourne, 5th December, 1946.