



# VICTORIA GOVERNMENT GAZETTE.

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[1948

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 Orders in Council thereunder; 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 1st January, 1948, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

Apprentices or Improvers.				Other Employers.		
Wages per Week of 40 Hours.				Wages per Week of 40 Hours.		
					Within the Metropolitan District, the Cities of Geelong and Geelong West, and the Town of Newtown and Chilwell.	All other parts of Victoria where this Determination applies.
				Males	Females	
				s. d.	s. d.	
Under 16 years .. .. .				31 0	25 0	
16 years .. .. .				47 6	33 6	
17 " .. .. .				64 6	41 0	
18 " .. .. .				82 0	48 6	
19 " .. .. .				98 6	56 0	
20 " .. .. .				115 6	63 6	

Provided that any apprentice or improver without previous experience entering the trade at 17, 18, 19, or 20 years of age may be paid for his or her first year's service 12½ per cent. and for his or her second year's service 10 per cent. less than the rates fixed above.

PROPORTION (IN ANY SHOP OR PLACE).						
APPRENTICES.						
Males.						
One male apprentice to every three or fraction of three male persons receiving not less than 12s. 6d. per week of 40 hours.						
Females.						
One female apprentice to every three or fraction of three female persons receiving not less than 70s. 0d. per week of 40 hours.						
An indenture of apprenticeship prescribed by the Board was approved on 28th March, 1923.						
IMPROVERS.						
Males.						
Two male improvers to one						
Four " " " two						
Five " " " three						
Six " " " four						
Seven " " " five						
Eight " " " six						
Nine " " " seven						
Ten " " " eight						
and thereafter one additional male improver to every two or fraction of two additional.						

MALES.			s. d.	s. d.
Manager of a shop or head salesman, 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 he 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 ..			135 6	130 6
(b) In charge of 1, 2, 3, or 4 persons ..			141 0	133 6
(c) In charge of 5 or more persons ..			152 0	144 0
Salesmen .. .. .			132 6	124 6
Persons employed in the parcels or country order office, or as packers, porters, or storemen ..			132 6	124 6

Apprentices or Improvers.	Other Employees.		
<p>PROPORTION (IN ANY SHOP OR PLACE).</p> <p>IMPROVERS.</p> <p><i>Females.</i></p> <p>Two female improvers to one  Four " " " two  Five " " " three  Six " " " four  Seven " " " five  Eight " " " six  Nine " " " seven  Ten " " " eight</p> <p>female persons receiving not less than 70s. 0d. per week of 40 hours,</p> <p>and thereafter one additional female improver to every two or fraction of two additional.</p> <p>Provided that one female improver in lieu of one male improver, or one male improver in lieu of one female improver, may be employed.</p>	Wages per Week of 40 Hours.		
		Within the Metropolitan District the Cities of Geelong and Geelong West; and the Town of Newtown and Chilwell.	All other parts of Victoria where this Determination applies.
	FEMALES.	s. d.	s. d.
<p>Manageress 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—</p>			
(a) Working singly .. .. .			
(b) In charge of 1, 2, 3, or 4 persons .. .. .			
(c) In charge of 5 or more persons .. .. .			
Saleswomen .. .. .			
		135 6	130 6
		141 0	133 6
		152 0	144 6
		70 0	70 0

## OVERTIME.

3. (a) All time worked in excess of 40 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 noon 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 20 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 20 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 set out in clause 2 are based upon the following basic wage rates, and, pursuant to the provisions of Section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically adjusted as prescribed by clause 19. 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.

## Basic Wage.

Place.	Needs Basic Wage (Adjustable.)	Loading (Constant).	Total Basic Wage.	Index Number. Set Assigned.
	£ s. d.	s. d.	£ s. d.	
Within the area to which this Determination applies ..	5 3 0	6 0	5 9 0	Melbourne

## ADJUSTMENT OF BASIC WAGE.

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

(b) Until the beginning of the first pay period to commence in February, 1948, the amounts of the Basic Wage shall be as prescribed in clause 18.

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

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

J. W. RYAN, Secretary.

Melbourne, 26th November, 1947.

