



# VICTORIA GOVERNMENT GAZETTE.

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Factories and Shops Acts.

## DETERMINATION OF THE UNDERTAKERS BOARD.

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

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which, since the 17th February, 1932, has had the power to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons wheresoever employed in the business or occupation of an undertaker, or maker of coffins," has made the following Determination, viz. :—

1. That as from the 22nd January, 1948, the last previous Determination of this Board shall be revoked and replaced by this Determination.

WAGES PER WEEK OF 40 HOURS.\*

2. (a) Until the beginning of the first pay period to commence in February, 1948.

Apprentices.		Improvers.		Other Employees.		Within the Metropolitan District.	Outside the Metropolitan District.
WAGES.		WAGES.		WAGES.		s. d.	s. d.
1st year's experience	s. d. 38 0	Under 18 years of age	s. d. 56 6	Workers engaged in making coffins of wrought timber for either polishing or varnishing ..		154 0	150 0
2nd "	53 0	18-19 years of age ..	75 6	Workers engaged in making other coffins, trimming or polishing coffins, or conducting funerals ..		141 0	137 0
3rd "	66 6	19-20 " "	98 0	First chauffeur who makes adjustments and attends to running repairs to two or more motor hearses, coaches, or wagons ..		140 6	136 0
4th "	87 6	20-21 " "	122 0	Other chauffeurs ..		133 0	129 0
5th "	114 6			All others ..		133 0	129 0
PROPORTION (within any factory or place). One apprentice to every two or fraction of two workers receiving not less than 120s. per week. An amended indenture of apprenticeship prescribed by the Board was approved on 9th November, 1915.		PROPORTION (within any factory or place). One improver to every seven or fraction of seven employees receiving not less than 120s. per week.		Provided that employees who live at either principal or branch establishments shall receive 20s. per week extra and shall be charged not more than a weekly rental of 1s.			

\* The hours fixed above for the week's work are to be taken as including time occupied in attending to horses on Sundays (not exceeding two hours).  
(b) Thereafter—

Apprentices.		Improvers.		Other Employees.		Within the Metropolitan District.	Outside the Metropolitan District.
WAGES.		WAGES.		WAGES.		s. d.	s. d.
1st year's experience	s. d. 39 6	Under 18 years of age	s. d. 59 0	Workers engaged in making coffins of wrought timber for either polishing or varnishing ..		158 0	154 0
2nd "	55 0	18-19 years of age ..	78 6	Workers engaged in making other coffins, trimming or polishing coffins, or conducting funerals ..		145 0	141 0
3rd "	69 0	19-20 " "	102 0	First chauffeur who makes adjustments and attends to running repairs to two or more motor hearses, coaches, or wagons ..		144 6	140 0
4th "	91 0	20-21 " "	126 0	Other chauffeurs ..		137 0	133 0
5th "	118 6			All others ..		137 0	133 0
PROPORTION (within any factory or place). One apprentice to every two or fraction of two workers receiving not less than 133s. per week. An amended indenture of apprenticeship prescribed by the Board was approved on 9th November, 1915.		PROPORTION (within any factory or place). One improver to every seven or fraction of seven employees receiving not less than 133s. per week.		Provided that employees who live at either principal or branch establishments shall receive 20s. per week extra and shall be charged not more than a weekly rental of 1s.			

\* The hours fixed above for the week's work are to be taken as including time occupied in attending to horses on Sundays (not exceeding two hours).

Allowances.—For allowances under this Determination see clause 10.

## TIMES OF BEGINNING AND ENDING WORK.

3. The ordinary times of beginning and ending work shall be between 8 a.m. and 5.30 p.m. Monday to Friday inclusive. A meal interval of 60 minutes shall be allowed, and taken between the hours of 11 a.m. and 2 p.m.

## WEEK-END BURIAL OR CREMATION.

4. Within a radius of 25 miles from the Post Office situated at the corner of Bourke and Elizabeth streets, Melbourne, no employee shall be required to participate in the conduct of any burial or cremation on a Saturday or Sunday, subject to the following exceptions:—

- (a) unless such burial or cremation is by direction of the District Officer of Health;
- (b) the deceased person died prior to midnight on the preceding Thursday; or
- (c) where any of the holidays prescribed in clause 17 of this Determination occurs on the following Monday.

## OVERTIME.

5. Outside the hours fixed as the times of beginning and ending work } Time and a half.  
 Within the hours so fixed in excess of the number of hours as fixed for a week's work }  
 Provided that any employee required to do any removal work occupying any time between midnight and 6 a.m., on any day shall be paid a minimum of 15s. for each occasion he is so required to work.  
 An employer may require any employee to work reasonable overtime at overtime rates and such employee shall work overtime in accordance with such requirement.

## TERMS OF ENGAGEMENT.

6. Any employee (other than a casual employee) willing and available to work shall in respect of each week of his employment be paid the full weekly wage fixed by this Determination and shall in addition be paid at overtime rates for work done in excess of or outside the ordinary hours of employment.

## CASUAL LABOUR.

7. Casual employees, i.e., persons who are employed during any week for not more than one-half the maximum number of hours fixed in this Determination as a week's work, shall be paid at the rate of time and a quarter, with a minimum of 17s. 6d. per day.

## ANNUAL HOLIDAY.

8. 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.

## PAYMENT OF WAGES.

9. All wages must be paid on Thursday, and in the employer's time. Any time waited in excess of fifteen minutes after finishing time shall be paid for at overtime rates.

## ALLOWANCES.

10. (i) To the amounts otherwise prescribed in this Determination shall be added the following:—(a) Driver of a motor vehicle fitted with a charcoal gas producer unit—for each day or portion thereof upon which he is called upon to drive and/or clean such unit 1s. per day. (b) Cleaner of gas producer unit (who is not a driver) for each day or part thereof upon which he is called upon to clean such unit 1s. per day.

- (ii) Suitable overalls and gloves shall be provided by the employer for employees cleaning gas producer units.
- (iii) An employer shall reimburse an employee the cost of any telephone calls made under instructions by him or in the case of an emergency in connexion with the duties of such employee.

## PAYMENT FOR HOLIDAYS.

11. All employees shall be entitled to the following holidays without deduction of pay:—New Year's Day, Australia Day, Picnic Day, Labour Day, Good Friday, Easter Monday, Anzac Day, King's Birthday, Melbourne Cup Day, Christmas Day, and Boxing Day.

## SICK LEAVE.

12. (a) Any employee (other than a casual employee) who has had not less than twelve months' service with the same employer shall be entitled to leave of absence on account of ill-health, provided he has submitted within 24 hours of the commencement of such absence satisfactory evidence that same is not the result of his own misconduct. If the conditions hereinbefore stated have been complied with, the employee shall be entitled to leave of absence (without deduction of pay) for a period not exceeding in the aggregate six days in any one 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 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.

## SUNDAY WORK.

13. All employees assisting in the carrying out of funerals on any Sunday shall be paid a minimum of 20s. for such work.

## PICNIC DAY.

14. The 3rd Wednesday in February in each year shall be observed as a holiday within a radius of 20 miles of the General Post Office, Melbourne, and at Ballarat, Bendigo, and Geelong.

## EXTENDED JOURNEY.

15. A motor driver shall not be required to travel on any journey extending over 110 miles from the employer's headquarters unless accompanied by a male adult employee.

## TERMINATION OF EMPLOYMENT.

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

## SPECIAL RATES.

17. Time and a half, with a minimum payment of 10s. shall be paid for all work done on a Saturday, and double time shall be paid for all work done on Sundays, New Year's Day, Australia Day, Picnic Day, Labour Day, Good Friday, Easter Monday, Anzac Day, King's Birthday, Melbourne Cup Day, Christmas Day, and Boxing Day; 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. Provided that persons employed at cleaning out stables, feeding, grooming, and bedding-down horses shall be paid for the first two hours' work at the ordinary rate.

## PROVISION FOR GUM BOOTS.

18. Gum boots shall be provided for employees whilst washing vehicles.

## STANDING BY TIME.

19. (a) An employee called upon to stand by, that is, to hold himself available if wanted, shall, if not called upon to work between such hours, be paid the following rates:—

Between the hours of 5.30 p.m. and midnight (Monday to Friday)—3s. per night in addition to payment for any work done.

(b) An employee called upon to stand by, that is, to hold himself available if wanted, shall be paid the following rates :—  
Between 1 p.m. on Saturday and 6 a.m. on the following Monday—6d. per hour for each hour he is so required to stand by.

(c) Notwithstanding anything contained in sub-clauses (a) and (b) hereof, any employee required to stand by at an employer's place of business shall be entitled to be paid appropriate rates for work as prescribed in clause 2 for all time he is so required to stand by.

PIECEWORK.

20. That the lowest piecework prices to be paid to persons for doing work of the kinds specified in the following Schedule shall be :—

SCHEDULE.

(a) Until the beginning of the first pay period to commence in February, 1948 :—

All Inside Measurements (Head to Heel).	If Made Throughout by Hand—			If Made with the Aid of Machinery Actually Installed on Employer's Premises, and Driven by Steam, Gas, Oil, Water, or Electric Power—		
	Not Exceeding 20 Inches Wide.	Over 20 Inches, but not Exceeding 22 Inches Wide.	Exceeding 22 Inches Wide.	Not Exceeding 20 Inches Wide.	Over 20 Inches, but not Exceeding 22 Inches Wide.	Exceeding 22 Inches Wide.
	Each.	Each.	Each.	Each.	Each.	Each.
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
Best oak, maple, myrtle, or other wrought hardwood coffins, over 4 ft. 9 in. long .. .. .	44 3	46 11	49 5	38 11	41 7	44 10
Plain oak, maple, myrtle, or other wrought hardwood coffins, over 4 ft. 9 in. long (with or without a plinth) .. .	39 7	42 3	44 11	34 10	37 4	40 1
Kauri, cedar, white pine, or other wrought soft-wood coffins, best, over 4 ft. 9 in. long .. .	33 3	34 4	37 1	29 2	31 0	32 7
Kauri, cedar, white pine, or other wrought soft-wood coffins, plain, with or without a plinth, over 4 ft. 9 in. long .. .	26 8	28 7	31 0	23 8	25 6	26 9
Common coffins, over 4 ft. 9 in. long .. .	5 11	6 8	7 6	5 2	5 10	6 8
Common coffins, over 4 ft. 9 in. long, over 1 inch in thickness .. .	6 8	7 6	8 5	5 10	6 8	7 6
	<i>s. d.</i>			<i>s. d.</i>		
Oak, maple, myrtle, or other wrought hardwood coffins, up to 4 ft. 9 in. long .. .	24 8 each			20 10 each		
Kauri, cedar, white pine, or other wrought soft-wood coffins, up to 4 ft. 9 in. long .. .	20 4 "			16 3 "		
Common coffins, up to 2 feet long .. .	26 8 per dozen			20 6 per dozen		
Common coffins, over 2 feet and up to 3 feet long .. .	35 11 "			28 8 "		
Common coffins, over 3 feet and up to 4 ft. 9 in. long .. .	48 8 "			38 3 "		
Inside shells for lead coffins .. .	17 9 each			11 10 each		
Cover lids, up to 2 feet wide .. .	24 9 per dozen			16 9 per dozen		
Cover lids, over 2 feet wide .. .	26 11 "			26 7 "		
	<i>s. d.</i>			<i>s. d.</i>		
Extra for common coffins or coverlids if glued .. .	.. .. .			.. 1 6 each		
Extra for lids made with two or three decks .. .	.. .. .			.. 9 8 "		

(b) Thereafter—

All Inside Measurements (Head to Heel).	If Made Throughout by Hand—			If Made with the Aid of Machinery Actually Installed on Employer's Premises, and Driven by Steam, Gas, Oil, Water, or Electric Power—		
	Not Exceeding 20 Inches Wide.	Over 20 Inches, but not Exceeding 22 Inches Wide.	Exceeding 22 Inches Wide.	Not Exceeding 20 Inches Wide.	Over 20 Inches, but not Exceeding 22 Inches Wide.	Exceeding 22 Inches Wide.
	Each.	Each.	Each.	Each.	Each.	Each.
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
Best oak, maple, myrtle, or other wrought hardwood coffins, over 4 ft. 9 in. long .. .	46 0	48 9	51 4	40 5	43 2	46 7
Plain oak, maple, myrtle, or other wrought hardwood coffins, over 4 ft. 9 in. long (with or without a plinth) .. .	41 1	43 11	46 8	36 2	38 9	41 8
Kauri, cedar, white pine, or other wrought soft-wood coffins, best, over 4 ft. 9 in. long .. .	34 6	35 8	38 6	30 3	32 2	33 10
Kauri, cedar, white pine, or other wrought soft-wood coffins, plain, with or without a plinth, over 4 ft. 9 in. long .. .	27 8	29 8	32 2	24 7	26 6	27 9
Common coffins, over 4 ft. 9 in. long .. .	6 2	6 11	7 9	5 5	6 1	6 11
Common coffins, over 4 ft. 9 in. long, over 1 inch in thickness .. .	6 11	7 9	8 9	6 1	6 11	7 9
	<i>s. d.</i>			<i>s. d.</i>		
Oak, maple, myrtle, or other wrought hardwood coffins, up to 4 ft. 9 in. long .. .	25 7 each			21 8 each		
Kauri, cedar, white pine, or other wrought soft-wood coffins, up to 4 ft. 9 in. long .. .	21 1 "			16 11 "		
Common coffins, up to 2 feet long .. .	27 8 per dozen			21 4 per dozen		
Common coffins, over 2 feet and up to 3 feet long .. .	37 4 "			29 9 "		
Common coffins, over 3 feet and up to 4 ft. 9 in. long .. .	50 7 "			39 9 "		
Inside shells for lead coffins .. .	18 5 each			12 4 each		
Cover lids, up to 2 feet wide .. .	25 9 per dozen			17 5 per dozen		
Cover lids, over 2 feet wide .. .	28 0 "			27 7 "		
	<i>s. d.</i>			<i>s. d.</i>		
Extra for common coffins or coverlids if glued .. .	.. .. .			.. 1 6 each		
Extra for lids made with two or three decks .. .	.. .. .			.. 9 9 "		

## DEFINITION.

21. "Best" coffin means a coffin which bears any ornamentation other than a plinth.

## PERIODICAL ADJUSTMENT OF WAGES.

22. The wages rates set out in clause 2 are based upon the following basic wage and, pursuant to the provisions of section 21 of the *Factories and Shops Act 1934*, this Board hereby determines that such rates shall be automatically adjusted as prescribed in clause 23. Provided that the wages of apprentices, improvers, and piecework prices shall be adjusted proportionately to adjustments of the basic wage. Such adjustments in the case of apprentices and improvers shall be computed to the nearest 6d., half or less than half of 6d. to be disregarded, and in the case of piecework prices to the nearest 1d.

*Basic Wage.*

Place.	Needs Basic Wage (Adjustable).	Loading (Constant).	Total Basic Wage.	Index Number Set Assigned.
	£ s. d.	s. d.	£ s. d.	
Throughout the State .. .. .	5 7 0	6 0	5 13 0	Melbourne

## ADJUSTMENT OF BASIC WAGE.

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

(b) Until the beginning of the first pay period to commence in May, 1948, the amounts of the Basic Wage shall be as prescribed in clause 22.

(c) During each future successive period beginning with the first pay period to commence in a May, an August, a November, or a February, the amount of the needs basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's "all items" retail price index number by the factor .087 taken to one place of decimals, the resultant whole number being the amount of the basic wage expressed in shillings, but should the decimal numbers 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, 22nd January, 1948.