

DETERMINATION OF THE SHOPS BOARD No. 9 (DRAPERS AND MEN'S CLOTHING).

NOTE.

A notice of appeal to the Industrial Appeals Court has been lodged against a certain part of the Determination.

Section 22 (2), Act 4874, provides that, when an appeal is made in accordance with that Act, the Determination or part thereof appealed against shall not come into operation until the Appeal has been dealt with by the Court.

11973/49.

Apprentices or Improvers.	Other Employees.	
	* Wages per Week of 40 Hours.	
PROPORTION (in any Shop or Place).	Within the Metropolitan District.	Outside the Metropolitan District wherever this Determination applies.
	<i>Males.</i>	
	<i>s. d.</i>	<i>s. d.</i>
	167 0	164 0
	<i>Females.</i>	
	<i>s. d.</i>	<i>s. d.</i>
	166 6	163 6
	162 0	159 0
	154 0	151 0
	167 0	164 0
	<i>Females.</i>	
	Manageress (other than department manageress)—	
	(a) A person entrusted with the control of superintendence of a shop stocking dress or Manchester goods, drapery furnishing, prints, silks, men's clothing, or female wearing apparel, notwithstanding she may be under the orders of a superior who does not devote his whole time to the management of the said shop	
	181 6	178 6
	(b) A person in control of not more than three salesmen or saleswomen entrusted with the control or superintendence of a shop stocking female wearing apparel, notwithstanding she may be under the orders of a superior who does not devote his or her whole time to the management of the said shop	
	142 0	139 0
	Department or section manageress—	
	(a) in control of three or more salesmen or saleswomen 21 years of age or over, in dress, Manchester, drapery furnishing, prints, silks, or men's clothing, departments, or section thereof, notwithstanding she may be under the orders of a superior who does not devote his whole time to the management of such department or section thereof	
	173 0	170 0
	(b) in control of three or more saleswomen 21 years of age or over in any other department, or section thereof notwithstanding she may be under the orders of a superior who does not devote his whole time to the management of such department or section thereof	
	129 6	126 6
	Saleswomen selling goods usually sold in dress, Manchester, drapery furnishing, prints, silk, or men's clothing departments	
	167 0	164 0
	Other saleswomen or pattern women, or assemblers	
	111 0	108 0
	Packers	
	152 6	149 6
	Canvassers who are in any way connected with the sale of goods	
	111 0	108 0
	Porters	
	152 6	149 6
	All others	
	111 0	108 0

* The above rates include a war loading of 4s. per week in the case of adult males and proportionate amounts for females and all juniors.

DETERMINATION TO BE AVAILABLE FOR INSPECTION.

3. An employer shall cause to be kept in a conspicuous place, a copy of this Determination, on each floor of a building where work covered by this Determination is being performed. Such copy of the Determination shall readily be available for inspection at any time.

FLOOR SUPERVISORS, FLOOR WALKERS AND/OR SUPERINTENDENTS.

4. Floor supervisors, floor walkers and/or superintendents shall be paid 5 per centum over and above the rate fixed for persons 21 years or over, provided that any person acting as floor supervisor, floor walker and/or superintendent for less than 20 hours in any one week shall not be entitled to the additional 5 per centum.

TIMES OF BEGINNING AND ENDING WORK.

	Time of Beginning.	Time of Ending.
5. On the usual half-holiday	9.5 a.m.	noon.
On the other working days of the week	9.5 a.m.	5.30 p.m.

OVERTIME.*

6. The following rates shall be paid for all work done:—
- (a) By persons (including apprentices and improvers) employed as salesmen or saleswomen—
 - (1) Before 9 a.m. Five times the ordinary rate.
 - (2) Outside the times of ending work Double time.
 - (3) Within the times of beginning and ending work in excess of 40 hours Double time.
 - (b) By all other persons (1) Outside the times of beginning and ending work Double time.
 - (2) Within the times of beginning and ending work in excess of 40 hours Double time.

* NOTE.—Section 117 (2) Act 3877 provides that:—Any person may, if notice in writing has previously been sent to the chief inspector, be employed in any shop or at any work in connection with a shop for any time not exceeding three hours in any one day beyond the ordinary working hours, provided that the total number of days in any one year on which in any shop or at any work in connection with a shop any such person is so employed shall not exceed twenty-five.

Section 105, however, makes it an offence for an employer to detain an employee later than half an hour on a half-holiday.

NOTE.—Section 174 of the Factories and Shops Acts provide that 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.

MEAL MONEY.

7. Any employee required to work after the usual finishing hour of work or before the usual commencing hour of work beyond one hour shall be paid not less than 2s. 6d. meal money in addition to the overtime rates as prescribed for in this Determination.

TERMS OF EMPLOYMENT.

(a) *Contract to be signed on the day of commencing duty.*

8. A contract of employment as prescribed herein containing the nature of the relevant engagement and specifically stating whether such engagement is for weekly, part time or casual employment shall be signed by the employer (or his representative) and the employee.

(b) *Weekly Employment.*

Except as hereinafter provided employment shall be by the week and a weekly employee who is ready willing and available to work the number of hours prescribed herein as a week's work shall be paid the full weekly wage fixed herein irrespective of the number of hours worked not exceeding 40: provided however, that such an employee not attending for duty except as provided by clause 14 (sick leave) hereof shall lose his or her pay for the actual time of such non-attendance.

Provided further that an employer may deduct payment for any day an employee cannot be usefully employed because of any strike or through any breakdown of machinery or any stoppage of work by any other cause arising out of such strike and for which the employer cannot be held responsible. Provided further that any such time lost shall be counted as time worked in computing sick leave under this Determination.

(c) *Part Time.*

A weekly employee not ready willing and available to work the full number of hours normally worked by employees of similar classification with the same employer, but who is ready willing and available to work a specified lesser number of hours at his or her own request shall be paid *pro rata* the wages prescribed herein for 40 hours work according to the number of hours worked: provided that the proportion of part time employees in any shop shall not exceed one for each three or fraction of three engaged as weekly employees.

(d) *Casual Employment.*

Where a person is ready willing and available to work the number of hours required by an employer such being less than the number of hours prescribed herein as a week's work he or she shall be paid as follows:—

For time worked up to the first 20 hours—

1. In any week in which two or more Public Holidays occur at the ordinary wages rate plus 50 per cent.
2. In any other week at the ordinary wages rate plus 33½ per cent.; with a minimum payment as for four hours' work on any day, and for time worked beyond the 20 hours aforesaid—the ordinary wages rate; provided that the total amount payable, excluding any overtime, shall not exceed the wage prescribed for a week's work.

(e) *Contract of Employment.*

I of hereby agree to accept
 (Employee's full name.) (Address)
 the position of as a at a commencing wage
 (Nature of Employment.) (Weekly, part time, or casual employee.)
 of (per week, per hour, etc) and I hereby agree to the said
 (Employer or Employer's Representative.)
 employment on the above-mentioned terms.

Dated.....19 .

Signed by the said Employee.....

Signed by the said Employer.....

MEAL INTERVALS.

9. 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 between noon and 3 p.m.

REST PERIOD.

10. All employees shall be allowed two rest intervals on each day (Monday to Friday inclusive) 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.

TERMINATION OF EMPLOYMENT.

11. 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.

NOTICE OF INTENTION TO RATION.

12. Where an employer owing to slackness of trade desires to ration his employees, he shall give at least one clear working day's 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 1948*, 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.

14. (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:—

- (i) During the first year—3½ hours' ordinary pay for each complete month of service;
- (ii) During any subsequent year of service—40 hours' ordinary pay.

Provided that in either case such employee produces or forwards within 48 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.

(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 the equivalent of 120 hours' ordinary pay, which shall be the maximum amount of leave to which an employee may be entitled in any year of service without deduction of pay.

SPECIAL RATES FOR SUNDAYS AND HOLIDAYS.

15. The special rates for all work done on Sundays or the undermentioned Public Holidays shall be—

Sunday Double time.

New Years Day, Australia Day, Good Friday, Easter Monday, Labour Day, King's Birthday, Melbourne Cup Day (Metropolitan District only), Christmas Day, Boxing Day, and after 12.30 p.m. on Show Day in such localities mentioned in the Sixth Schedule to the *Public Service Act 1946* as are within the area to which this Determination applies.. .. Double time.

Easter Saturday—

(a) In the area enclosed by and including Flinders-street, Spencer-street, Lonsdale-street, and Spring-street in the City of Melbourne Five times the ordinary rate.

(b) In all other places where this Determination applies Double time.

But if any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays, the special rate shall only be payable for work done on the day so substituted.

BICYCLE ALLOWANCE.

16. Where a bicycle is provided by an employee and is required to be used in connexion with his employer's business, an allowance of 1s. 6d. per week in addition to the ordinary wage shall be paid to such employee.

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.

TIME AND WAGES RECORDS.

18. 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.

19. All wages due shall be paid not later than Thursday in each week, and must be paid during working hours.

PERIODICAL ADJUSTMENT OF WAGES.

20. The wages 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 by the same amount and at the same time as such Basic Wage as prescribed by clause 21.

Provided that the wages of employees receiving less than the amount of the total basic wage 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 the rates prescribed for adult females outside the Metropolitan District shall in each case be 3s. less than the appropriate rates prescribed within such District.

Basic Wage.

Place.	Needs Basic Wage. (Adjustable).	Loading (Constant).	Total Basic Wage.	Index Number Set Assigned.
	£ s. d.	s. d.	£ s. d.	
Victoria	6 4 0	6 0	6 10 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

21. (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 1950, the amounts of the Basic Wage shall be as prescribed in clause 20.

(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 .037 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, 31st October, 1949.