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FRIDAY, DECEMBER 7.

[1951

Factories and Shops Acts.

DETERMINATION OF THE COUNTRY PRINTERS BOARD.

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 Acts and the Orders in Council thereunder; the cities of Ballarat, Bendigo, Geelong, Geelong West, Mildura, and Warrnambool; the town of Newtown and Chilwell; and the boroughs of Eaglehawk and Sebastopol.

The following Printing Trades were proclaimed on the 5th day of May, 1942, as Apprenticeship Trades under the Apprenticeship Acts for the whole of the State of Victoria *outside and excepting* the Metropolitan District:—

- (a) Hand Composition;
- (b) Hand and Machine Composition;
- (c) Hand Composition and General Printing.

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 (other than persons subject to the Determinations of the Printers Board or the Provincial Printers Board) employed in the process, trade, or business of—

- (a) Printing;
- (b) Bookbinding (including making loose sheet covers of any kind);
- (c) Paper ruling;
- (d) Stereotyping or electrotyping;
- (e) Preparing printed matter for sale or distribution;
- (f) Carbonizing,
 Varnishing,
 Gumming, or
 Waxing. } Paper, cardboard, or similar materials;

(g) Preparing lithographic work by drawing or lettering on a lithographic plate or on any other material; but not including any process subject to the jurisdiction of the Stationery Board"—has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence in November, 1951, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

WAGES.
 Table A.—Adult Males.

Number of Rate.	Description of Employment.	Weekly Wage—Grades.	
		A*.	B*.
		£ s. d.	£ s. d.
1	Machine compositor; that is, a person operating any class of composing and/or slug-casting machine keyboard (including time occupied in cleaning the machine and/or remedying defective working of machine)	13 8 6	13 6 6
2	Probationary machine compositor—		
	(a) For a first period of six months' probation	12 18 0	12 16 0
	(b) For a second period of six months' probation	13 1 6	12 19 6
	(c) Thereafter the rate for a machine compositor	13 8 6	13 6 6
3	Provided that any probationary machine compositor who during the second six months of his period of probation attains an efficiency of 7,000 ems per hour over a maximum period of four hours on plain matter corrected of not less than 13 ems measure in six-point type, and who also has ability to do tabulated and other matter in workmanlike manner, shall be paid	13 8 6	13 6 6
4	Proof reader and/or reviser		
	(a) In newspaper and commercial printing offices	13 1 6	12 19 6
	(b) Commercial printing only	13 1 6	12 19 6

* See clause 3 for definition of grades.

Table A.—Adult Males—continued.

Number of Rate.	Description of Employment.	Weekly Wage—Grades.			
		A.	B.		
		£ s. d.	£ s. d.		
5	Working mechanic in charge of a slug-casting and/or type-casting machine ..	12 18 0	12 16 0		
6	Hand compositor				
7	Sluggar				
8	Bulk hand				
9	Stonehand				
10	Electrotyper				
11	Stereotyper				
12	Letterpress Machinist				
13	Machinist working a flat-bed machine printing from a reel				
14	Lithographic machinist, including lithographic tin printer, lithographic transferror and/or pressman			12 18 0	12 16 0
15	Stone and/or plate preparer			11 8 0	11 6 0
16	Ink grinder and/or varnisher			11 3 0	11 1 0
17	Bookbinder (an employee engaged in the work of folding, numbering, perforating, and/or sewing and/or binding all cut flush work not turned in and/or binding quarter bound work cut flush turned in paper sides only is not by reason only of the fact that he is doing such work entitled to this rate)			12 18 0	12 16 0
18	Marbler	12 18 0	12 16 0		
19	Hand Indexer	12 18 0	..		
20	Finisher	12 18 0	..		
21	Pocket-book maker	12 18 0	..		
22	Loose-sheet cover maker	12 18 0	..		
23	Ticket maker, turned in work	12 18 0	..		
24	Blotting-pad maker	12 18 0	..		
25	Portfolio maker	12 18 0	..		
26	Where an employee employed in any class for which a wage is prescribed by items 17 to 25 does edge-staining, board cutting, bevelling, blind blocking and/or cutting material he is to be paid the above prescribed wage	12 18 0	..		
27	Map and plan mounter and/or varnisher	12 18 0	..		
28	Paper ruler—that is a person in charge of any ruling machine or who makes ready, sets pens or discs on the machine, mixes ink, rules proofs or regulates the supply of ink to the machine	12 18 0	12 16 0		
29	Guillotine machine operator	11 6 0	..		
30	Feeder of any kind of machine	11 8 0	..		
31	Storeman, packer and/or despatcher	10 18 0	10 16 0		
32	Male employee not otherwise specified				

* See clause 3 for definition of grades.

Table B.—Adult Females.

First Column. No. of Rate.	Second Column. Description of Employment.	Third Column. Total Wage.
		Per Week. £ s. d.
1	Female employee of more than five years' experience employed in connexion with bookbinding, systems work, and/or printing on work not allotted a classified wage in Table "A", or as copyholder, embosser and/or numberer, or as a feeder on letterpress and/or lithographic printing machine, ruling machine, varnishing machine, waxing machine, folding machine	8 17 6
2	Female employee not otherwise specified	8 1 6
Female Supervisors.		
3	Female employee in charge of or who supervises, directs or is responsible for the work of—	
	(a) Up to 8 employees	8 19 6
	(b) From 9 to 15 employees (both inclusive)	9 8 6
	(c) Over 15 employees	9 14 6

Table "C."—Male Juniors.

Where the work is performed by a male junior, not being an apprentice, the minimum rates of wages shall be the undermentioned percentages of the rate plus 2s. prescribed for the classification "Male employee not otherwise specified".

No. of Rate.	Male Juniors.	Percentage.	Total Wage.
			Per Week. £ s. d.
1	Under 15 years of age	22	2 8 0
2	Between 15 and 16 years of age	27	2 19 0
3	Between 16 and 17 years of age	35	3 16 6
4	Between 17 and 18 years of age	47	5 2 6
5	Between 18 and 19 years of age	59	6 8 6
6	Between 19 and 20 years of age	72	7 17 0
7	Between 20 and 21 years of age	85	9 5 6

The basic wage referred to herein shall be that for the five capital cities, excluding Brisbane (weighted average), ascertained in the manner provided in clauses 40 and 41 of this Determination.

Table "D."—Apprentices.

(Other than those covered by the Apprenticeship Commission.)

Where the work is performed by an apprentice the minimum rates of wages shall be the under-mentioned percentages of the rate plus 2s. prescribed for the classification "Hand compositor".

No. of Rate.	Apprentices.	Percentage.	Total Wage.
			Per Week. £ s. d.
1	First year	22½	2 18 6
2	Second year	32½	4 4 6
3	Third year	37½	4 17 6
4	Fourth year	45	5 17 0
5	Fifth year	55	7 3 0
6	Sixth year	75	9 15 0
7	Provided that any apprentice who has passed Grade III. (Trade Theory and Practice) examination referred to in the regulations of the Apprenticeship Commission, and has also become entitled under the said Regulations to an increased rate of pay for proficiency for such examination, shall have the amount of such increase paid to him each week beyond any period provided for in the said Regulations until the completion of his apprenticeship, together with the rate herein prescribed appropriate for the year of his apprenticeship.		

The basic wage referred to herein shall be that for the five capital cities, excluding Brisbane (weighte daverage), ascertained in the manner provided in clauses 40 and 41 of this Determination.

Table "E."—Female Juniors.

Where the work is performed by a female junior, the minimum rates of wages shall be the undermentioned percentages of the rate (less 2s.) prescribed for classification 1 of Table B—Adult females.

No. of Rate.	Female Juniors.	Percentage.	Total Wage.
			Per Week. £ s. d.
1	Under 17 years of age	30	2 12 6
2	Between 17 and 18 years of age	40	3 10 0
3	Between 18 and 19 years of age	50	4 7 6
4	Between 19 and 20 years of age	60	5 5 6
5	Between 20 and 21 years of age	75	6 11 6
6	And thereafter the minimum wage prescribed for females for the class of work which she is doing.		

The basic wage referred to herein shall be that for the five capital cities, excluding Brisbane (weighted average), ascertained in the manner prescribed in clauses 40 and 41 of this Determination.

DEFINITION OF GRADES.

3. For the purposes of this Determination—

Grade "A" means—

Ararat	Echuca	Mornington	Swan Hill
Bairnsdale	Hamilton	Portland	Terang
Belgrave	Healesville	Red Cliffs	Traralgon
Benalla	Horsham	Ringwood	Wangaratta
Camperdown	Kerang	Sale	Warburton
Castlemaine	Kyabram	Shepparton	Warragul
Chelsea	Kyneton	Stawell	Winchelsea
Colac	Maryborough	St. Arnaud	Wonthaggi
Dandenong	Mordialloc		

Grade "B" means—

All other places within the area to which this Determination applies but not specified in Grade "A" of this Determination.

NIGHT WORK ALLOWANCE.

4. (a) An adult male weekly time work employee employed on night shift shall be entitled to receive the rate of wages prescribed by Table "A" of clause 2, together with an allowance of 16s. extra if so employed for one week; if he works less than one week he shall be paid *pro rata* for the hours worked by him.

(b) A male junior employed on night shift shall be entitled to receive the rate of wages prescribed by Table "C" of clause 2, together with an allowance of 10s. extra if so employed for one week when under 19 years of age, and of 12s. extra when 19 years of age or over; if he be employed for less than one week he shall be paid *pro rata* for the hours worked by him.

(c) An apprentice employed on night shift shall be entitled to receive the rate of wages prescribed by Table "D" of clause 2, together with the same allowance as is prescribed for a male junior by sub-clause (b) hereof.

STEREOTYPING AND ELECTROTYPING.

5. Where an employer has not taken an apprentice or apprentices he shall be subject to clauses 6 and 15 of this Determination.

NUMBER AND PROPORTION OF STEREOTYPERS' ASSISTANTS.

6. Not more than one adult stereotyper's assistant shall be employed in any newspaper office for each stereotyper permanently employed. For the purpose of this clause "permanently employed" means continuously employed for a period of not less than six calendar months.

REST INTERVALS FOR FEMALES.

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

WORK NOT TO BE TAKEN OFF EMPLOYER'S PREMISES.

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

FEMALE TO BE PAID MALE RATE.

9. Where a female is employed to do any work specifically named or described or of the class mentioned in Table "A" of clause 2 of this Determination, which is not specifically named or described in Table "B" of clause 2 of this Determination, she shall be paid the rate which is prescribed for the male.

LIMITATION OF EMPLOYMENT OF FEMALES.

10. A female employee shall not be employed in the mechanical departments of any office, except as a feeder on a letterpress, lithographic, or ruling machine, or as a copyholder, or on an addressograph machine, or on such work as is now usually done by a female in a bookbinding department.

FEMALES NOT TO OPERATE GUILLOTINE MACHINES.

11. A female shall not operate any guillotine machine.

GUILLOTINE MACHINE WORK.

12. Not more than one person operating a guillotine machine shall place work in or remove it from within a guillotine machine, and, unless with the consent of the Branch of the Union in the State concerned, no other persons shall place work on or remove it from a guillotine machine.

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

13. A female shall not be required or permitted to wash-up or clean a printing machine, or feed a platen printing machine if under the age of 18 years.

GLUING MACHINES.

14. Only an adult male employee or an apprentice shall operate a gluing machine when such machine is being used in any operation covered in this Determination under the male classifications in bookbinding. Gluing when referred to in this clause shall not include work gummed.

JUNIORS.

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

(b) The proportion of juniors shall, subject to clause 31 of this Determination, be as follows:—

(i) Not more than one junior of not less than 17 years of age (other than a junior carrying papers from a machine to the publishing room) in any crew of a rotary machine or of a flat-bed rotary machine, where the crew comprises three or less than three adults permanently employed; and

(ii) Not more than one additional junior of not less than 20 years of age, where any crew of a rotary machine is comprised of four or more adults permanently employed.

(iii) Not more than one junior of not less than 16 years of age shall be employed for every three or part of three adults employed permanently as publishing employees.

(iv) Not more than one junior galley puller shall be employed in any office.

(v) Not more than one junior of not less than 17 years of age shall be employed in the stereotyping department of any daily newspaper office.

(vi) In commercial printing offices, not more than two male juniors shall be employed to each adult in any department.

(c) A male under the age of 17 years shall not be employed as a stereotyper's assistant, or rotary machinist's assistant, or flat-bed machinist's assistant working from a reel, and a male under the age of 16 years shall not be employed as a publishing assistant.

(d) Juniors shall be given opportunities to become proficient in different classes of work, and where the variety of work permits, shall be taught higher grade work as they progress in the knowledge of their work.

FOREMAN OR LEADING HAND.

16. In any office where three adult employees are permanently employed and one of their number, in addition to his ordinary work, has added responsibility, he shall be paid not less than 7s. 6d. per week above the minimum rate prescribed in this Determination for the work ordinarily done by him, but if four or more adult employees are permanently employed, such an employee shall be paid not less than 12s. 6d. per week above the minimum rate prescribed in this Determination for the work ordinarily done by him.

MEAL PERIOD.

17. (a) In daily newspaper offices, the commencing time for meals shall be such as may be mutually arranged between each employer and the employees. The meal period shall be fixed by the printer, and may vary from night to night, but shall not be less than 30 minutes or more than one hour.

(b) In other than daily newspaper offices, the minimum time allowance for meals shall be three-quarters of an hour, and the maximum allowance one hour; provided that, by agreement with the said Union, the period may be reduced to not less than half an hour. The meal period shall be between the hours of noon and 2 p.m.

(c) No employee shall be compelled to break shift except for meals, and a shift shall not exceed 5 hours without a break for meals.

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

HOURS AND OVERTIME.

COMMERCIAL PRINTING.

18. (a) The following shall apply in any commercial printing office.

Day Work.

(i) The hours of duty of employees on day work shall not exceed 40 a week to be worked in five shifts within eight hours a day on Monday to Friday inclusive, between the hours of 8 a.m. and 6 p.m.

Night Work.

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

(iii) The hours of duty for night shift workers shall not exceed 40 a week, to be worked in five shifts within 8 hours a night on Monday to Friday inclusive.

- (iv) A female employee shall not perform night shift work.
- (v) A male, employee under 17 years of age shall not perform night shift work.
- (vi) On any day when the hours of any night shift overlap the day shift hours, the night shift hours shall be observed, and the night shift wage shall be paid for such day.

Overtime.

- (vii) All overtime rates earned by an employee shall be paid in full, and no deduction shall be made from such overtime rates by reason of any time not worked by such employee.
- (viii) When overtime is to be worked after the ordinary hours of the fifth shift have been completed, it shall be in continuation (except for a meal break of not more than one hour) of the work of such shift.
- (ix) All duty performed by time workers in excess of or outside the hours mentioned above in this sub-clause, or in excess of the hours of a shift, shall be overtime, and shall (subject to paragraph (xi) hereof) be paid for at the rate of time and a half for the first three hours on any one shift, and double time thereafter.
- (x) All duty performed by piece-workers in excess of or outside the hours mentioned above in this sub-clause, or in excess of the hours of a shift, shall be overtime, and shall (subject to paragraph (xi) hereof) be paid for at the rate of rate and a half for the first three hours on any one shift and double rate thereafter.
- (xi) Double time or double rate shall be paid for all work done on Saturday and on Sunday.
- (xii) Where notice of overtime in excess of one hour has not been given during the previous shift, and where the tea interval is insufficient to enable an employee to visit his home, 3s. shall be paid as an allowance for tea money, and the same allowance shall be made for each meal reasonably occurring during such overtime work.
- (xiii) Any employee required to work more than five consecutive shifts without a clear interval of 36 hours after the fifth shift, shall be paid double time or double rates for all work performed by him after the fifth shift until he shall have had such clear interval of 36 hours between shifts.
- (xiv) No junior worker under 17 years of age, or any female or apprentice, shall be on duty in any event before 8 a.m. or later than 9 p.m. on any working day.
- (xv) An employer shall not require or permit any female employee to work overtime after 6 p.m., unless at least one other female person is working with her.
- (xvi) No employee under 16 years of age shall be employed on overtime.

NEWSPAPER PRINTING.

(b) The following shall apply in a newspaper office (including work done for a weekly paper), or a mixed newspaper and commercial printing office other than as in sub-clause (a) of this clause.

Day Work.

(i) The hours of duty of time work employees on day work shall not exceed 40 hours per week to be worked in five shifts within 8 hours a day (subject to paragraph (ix) hereof) on Monday to Saturday inclusive between the hours of 8 a.m. and 6 p.m. *provided however*, as to Saturday work, only such work as was done in any office on 1st March, 1951, whether finishing at noon or later, may continue to be done under the rates and conditions as observed at that date (whether or not provided for in this Determination) unless such rates and conditions are altered by agreement between a branch of the Union and the employer concerned.

Night Work.

- (ii) Night-shift work is work other than overtime work done between the hours of 6 p.m. and 8 a.m.
- (iii) The hours of duty for night shift time workers shall not exceed 40 hours per week to be worked in five shifts within 8 hours a shift (subject to paragraph (ix) hereof) from Sunday to Friday inclusive.
- (iv) On any day when the hours of any night shift overlap the day shift hours, the night-shift hours shall be observed and the night shift wage shall be paid for such shift.
- (v) No employee under the age of 16 years shall be employed as a copy-holder on night-shift, and no employee under the age of 17 years shall perform any other class of work on night shift.
- (vi) Except as provided in paragraph (v) hereof, or in clause 20 of this Determination, no junior worker under the age of 17 years shall be on duty in any event before 8 a.m. or later than 9 p.m. on any working day.

Overtime.

- (vii) All overtime rates earned by an employee shall be paid in full, and no deduction shall be made from such overtime rates by reason of any time not worked by such employee.
- (viii) Where overtime is to be worked after the ordinary hours of the fifth shift have been completed, it shall be in continuation (except for a meal break of not more than one hour) of the work of such shift.
- (ix) All work done by a time worker in excess of or outside the weekly hours mentioned above in this sub-clause, or in excess of the hours of the prescribed shift, shall be overtime, and shall, subject to paragraph (xiii) hereof be paid for at the rate of time and a half for the first three hours on any one shift, and double time thereafter; provided that work may continue, without incurring overtime charges, for up to:—
 - (1) Nine hours on any day where work not exceeding four hours is done before noon on Saturday; or
 - (2) Nine hours on one shift in any week on a daily newspaper; or
 - (3) Nine hours on publication day, or the preceding day, on a newspaper other than a daily newspaper.
- (x) All overtime work done by a pieceworker shall be done under the conditions prescribed for a time-worker in the preceding paragraph, and his piecework rate shall be increased correspondingly with that of a timeworker for work done at all relevant times.
- (xi) Where notice of overtime in excess of one hour has not been given to any day worker during the previous shift, and where the tea interval is insufficient to enable the employee to visit his home, 3s. shall be paid as an allowance for tea money, and the same allowance shall be made for each meal reasonably occurring during such overtime work.
- (xii) Any employee required to work more than the usual number of shifts in his working week without a clear interval of 36 hours after the last shift, shall be paid double time or double rate for all work performed by him after such shift, until he shall have had such clear interval of 36 hours between shifts, with a minimum of three hours' work, or payment therefor: provided that this clause shall not apply where shifts are being changed, or to a case where it is necessary for an employee to work in the place of an employee who is absent through sickness. In any case where conditions satisfactory to the Printing Industry Employees' Union of Australia are arranged in writing with an employer with respect to the minimum of three hours' work, or payment therefor, a shorter interval than 36 hours after such last shift may be adopted.
- (xiii) Double time or double rate shall be paid for all work done on Saturday after the finishing time of an employee or in excess of the weekly hours prescribed above in this sub-clause, and on Sunday, provided that work for a morning daily newspaper done after 6 p.m., (and in such other offices as may be agreed to between the Printing Industry Employees' Union of Australia and the employer) on Sunday, shall be classed as ordinary work, and included in the employee's usual weekly hours.
- (xiv) Notwithstanding anything contained in paragraph (xiii) hereof, where at the commencement date of this Determination (the 6th day of March, 1950) work is done regularly on Sunday in lieu of Saturday, such Sunday work may continue to be performed at ordinary rates of pay, and as part of an employee's usual working week, and any work done on Saturdays shall be overtime and be paid for at double time or double rate.
- (xv) No employee under 16 years shall be employed on overtime.

Special Conditions.

(xvi) Notwithstanding anything hereinbefore contained in sub-clause (b), the conditions prescribed for a commercial printing office in sub-clause (a) of this Section, shall apply in all respects to an employee employed for the whole of his time, or substantially the whole of his time, upon commercial printing work in a mixed newspaper and commercial printing office.

PROVISIONS APPLYING GENERALLY.

(c) The following shall apply to sub-clauses (a) and (b) of this clause 18.

(i) An employer may require any employee to work reasonable overtime at overtime rates and such employee shall work overtime in accordance with such requirement.

(ii) An employer shall not insist upon an employee working overtime where the employee declares he is not free to work and discloses a good reason to the employer to support his declaration. No employee shall be dismissed or in any way whatsoever prejudiced in his employment by reason of his refusal to work overtime where he has satisfactorily disclosed he is not free to work.

(iii) Where an employee is to work overtime or on night shift in connexion with power-driven machinery the employer shall wherever possible arrange for another employee to work with him.

(iv) An employee who has worked overtime shall be granted at least a break of ten hours between the time of finishing work and the time of commencing work on the next shift, and no deductions shall be made from his pay because of any time lost by reason of such break. Where the employee is required to work before he has completed a break of ten hours he shall be paid double time or double rate for all time worked until he shall have had a break of at least ten hours between shifts. The 10 hour provision herein shall not apply in any case where with the consent of the Union or a branch (which consent shall not unreasonably be withheld), time work or piecework employees work overtime in the afternoon preceding the night shift.

(v) Should a time-worker or piece-worker, who is required to work on a holiday, within the hours of his ordinary working day, work on such holiday before the ordinary hour of commencing work or after the ordinary hour of finishing work, he shall be paid double the time work rate or double the piecework rate, as the case may be, for the hours worked before the ordinary hour of commencing work or after the ordinary hour of finishing work. The provisions herein shall with the necessary changes, be read to apply equally to a night worker as to a day worker. A public holiday means a public holiday as defined in clause 24 (d) hereof on which, if the employee had worked, he would have been entitled to double pay.

(vi) Wherever the last shift of the working week of an employee finishes on a Friday, any overtime to be worked shall be continuous (except for a meal break of not more than one hour) with the work; if done on the next succeeding day it shall be paid for at double time or double rate, as the case may be.

(vii) *Pieceworkers' Added Amounts*:—In calculating the overtime rate appropriate to a pieceworker who has worked overtime the rate shall include any amount to be added to or any amount to be deducted from the earnings of the pieceworker where such additions or deductions are effective as a consequence of an alteration in the basic wage should the prescribed piecework rate not have been altered following any such alteration.

HOURS TO BE POSTED.

19. (a) The commencing and finishing times of any shift (other than an emergency shift or as provided in (b) hereof) of any office shall be conspicuously displayed in each workroom, and shall continue unchanged until altered by agreement between the employer and the Union.

(b) The commencement time of any day or night shift (other than an emergency shift) for a daily newspaper shall be conspicuously displayed in each workroom at least one hour prior to the finish of the preceding day or night shift, as the case may be, but such time shall be within the appropriate spread of hours prescribed for daily newspaper shifts in this Determination.

DUTIES AT UNUSUAL HOURS.

20. A junior or apprentice employed in any printing office may, subject to the written approval of the said Union, agree with his employer to attend the place of employment outside the usual working hours to arrange the heating of linotype metal-pots, and for such attendance shall be given such allowance in time or money as is reasonable for time so occupied by him. Any agreement made in accordance with this clause shall not be deemed to contravene any prescribed condition in the Determination relating to wages or the starting or finishing times of any shift or weekly hours of employment.

TERMS OF EMPLOYMENT.

21. (a) No employee shall be employed other than as a weekly time work employee or a weekly piecework employee, or a casual time work employee or a casual piecework employee.

(b) Weekly time work employee to become entitled to payment of a weekly wage shall perform such work as the employer shall from time to time require on the days and during the hours usually worked by such employee; but such work shall be of a similar class to the work usually performed by such employee.

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

(i) On each working day or night of the week, the weekly pieceworker shall present himself for employment at the usual time for beginning work at the place of business of the employer, unless informed by the employer that his attendance on any day or on any night is not required, but in any case where an employer has no work for a pieceworker to do on the next following shift, he shall so inform the employee prior to his terminating work, and in any such case the employee shall not be obliged to present himself for work on the following shift.

(ii) If the weekly pieceworker begins work on any such day or any night, he shall (subject to the provisions of sub-clause (d) hereof) receive not less than four hours' continuous employment, or be paid for such four hours at the rate prescribed for a machine compositor on time work.

(iii) Subject to the provisions of sub-clause (d) hereof, a weekly pieceworker shall be guaranteed at least 30 hours' employment in any working week. If such employment is not provided for him in any week, and in such week he complies with the provisions of paragraph (i) of this sub-clause, and faithfully performs all work provided for him during that week, he shall be paid for any hours short of this guarantee at the rate prescribed for a machine compositor on time work, and this notwithstanding that any public holiday or holidays occur in such week.

(iv) In respect of each public holiday referred to in clause 24 hereof, which occurs in any week, and on which the weekly pieceworker is not required to work by the employer, he shall be paid for five hours at the rate prescribed for a machine compositor on time work.

(d) The employment of a weekly time work or piecework employee may be terminated by one week's notice on either side, and such notice may be given at any time during any week to take effect one week after the day on which it is given. This shall not affect the right of the employer to dismiss any employee without notice for malingering, inefficiency (but only where the employee has less than one week's service), neglect of duty, or misconduct, and in such case wages shall be paid up to the time of dismissal only, or to deduct payment for any day the employee cannot usefully be employed because of any strike of the said Union, or any other Union, or through the breakdown of machinery or any stoppage of work for any cause for which the employer cannot be held responsible.

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

(f) If an employee's services be terminated during the course of a week, he shall be paid all money due to him at the termination of his service, or all money due to such employee shall be forwarded to him by post within 24 hours thereafter.

SICK LEAVE.

22. The following provisions shall apply to sick leave and sick pay:—

- (a) Any weekly time work employee not attending for duty will lose his pay for the actual time lost unless he produces, or forwards within 28 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.
- (b) A weekly pieceworker not attending for duty will be excused for not presenting himself for employment at the proper time and place, and such non-attendance shall not disentitle such pieceworker to payment for such absence if within 28 hours of the commencement of any such absence he produces or forwards to the employer evidence satisfactory to the employer, that his non-attendance was due to personal ill health necessitating such absence.
- (c) A weekly pieceworker shall be paid for the actual hours of his absence or absences (subject to sub-clause (e) herein), at the rate prescribed for a machine compositor on time work. An employer shall be entitled to count time of absence in any week in which a pieceworker has been sick to make up the weekly guarantee of hours in any week in which a pieceworker has worked less than 30 hours.
- (d) The year to be observed herein shall begin on the first day of January in each year.
- (e) A time worker or a pieceworker shall be entitled to not more than 40 hours' payment in any year under this clause of the Determination, notwithstanding that he may be employed by different employers.

CUMULATIVE SICK LEAVE.

23. (a) Sick leave shall accumulate from year to year so that the period of 40 hours in each year of employment (or any balance of the period) specified in clause 22 hereof which has in any year not been allowed to an employee by an employer as paid sick leave, may be claimed by the employee and subject to the conditions prescribed in clause 22 shall be allowed by that employer in a subsequent year without diminution of the sick leave prescribed in respect of that year. Provided that sick leave which accumulates pursuant hereto shall be available to the employee for a period of two years but for no longer from the end of the year of employment in which it accrues.

(b) Notwithstanding anything to the contrary contained herein, any employee who at the commencement of this Determination has acquired rights under the Determination hereby rescinded shall have such rights preserved to him as though they were prescribed in this Determination and his employer shall grant them to the employee on application.

(c) An employee's rights under this clause shall begin to accrue from the first day of January.

LEAVE OF ABSENCE.

24. (a) Nothing in this clause has reference to absence occasioned by ill health.

(b) In any daily newspaper office every employee shall be entitled to and be allowed three calendar weeks' and two days' leave (excluding Christmas Day and Good Friday) on full pay in respect of each completed period of twelve calendar months' service, of which three calendar weeks and two days, two calendar weeks at least shall be consecutive during the continuance of this Determination. Should any employee be required to work on Christmas Day or Good Friday, he shall, within seven days of either holiday, be given a day off in lieu thereof.

(c) In other than a daily newspaper office (including a commercial printing office) every employee shall be entitled to and be allowed two calendar weeks' leave and ten public holidays on full pay in respect of each completed period of twelve calendar months' service during the continuance of this Determination, such two calendar weeks' leave to be consecutive, provided that by agreement between the Union and the employer the period of consecutive leave may be reduced to meet special circumstances in the case of weekly newspapers (but not so as to deprive the employee of any part of the leave provided) and provided further that the ten public holidays may be either public and/or local holidays as the employer and the employee may agree upon.

(d) In this Determination "public holiday" means the day observed as any of the following days or any days substituted therefor:—New Year's Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, Christmas Day, Boxing Day, Australia Day (the 26th day of January), King's Birthday, Anzac Day, 13th November 1951, together with such district or local holidays as may be observed in the district or place in which an employee works. Where a holiday may fall on a non-working day and the State may with regard to its own employees prescribe in the following week a certain working day as an additional holiday, such working day shall be a public holiday within the meaning of this clause.

(e) An employee, for his own purposes, and with the consent of the employer, may elect to take off an equivalent number of days in lieu of and in substitution for one or more of the public holidays to which this clause entitles him.

(f) The period of consecutive weeks' leave prescribed in sub-clause (b) hereof shall include public holidays occurring within the period, but shall not include Good Friday or Christmas Day. The period of consecutive weeks' leave prescribed in sub-clause (c) hereof shall not include public holidays but should a public holiday fall within the period it shall not reduce the number of ten public holidays to which the employee is entitled under this sub-clause.

(g) Leave shall be taken at such time as the employer deems convenient, but within three months of such leave becoming due. The employer may, at his option, allow an employee to take such leave before the completion of such twelve calendar months' service. An employee shall be given at least one month's notice of the commencing date on which he will be required to take his leave.

(h) If the employment be terminated after any leave shall become due and the leave not have been taken, the employee shall be entitled to the payment of wages in lieu thereof appropriate for his period of leave as prescribed in sub-clauses (b) and (c) hereof, less any days of leave which may have been taken by him, the wages to be calculated as of the date when the leave accrued due.

(i) If during any twelve months of his service the employment of an employee who has been employed for more than three calendar months is terminated, such employee shall be paid the proportion of wages appropriate for his period of leave as prescribed in sub-clauses (b) and (c) hereof, which the period of employment bears to twelve calendar months, less any paid holidays occurring within the period on which the employee had not worked. For the purposes of this clause, "the period of employment" shall mean the period commencing with his first employment, or upon the expiration of any twelve months of his employment. Any employee, other than a casual employee, whose period of employment when terminated is less than thirteen weeks, shall have a day's pay granted to him for any holiday worked by him falling within the period of employment unless a day's leave in lieu thereof has been given.

(j) Each employee before going on leave, shall be paid his wages for the period of leave. For the purpose of this sub-clause the wage shall be at the rate prescribed by clause 2 of this Determination for the occupation in which the employee was ordinarily employed immediately prior to the commencement of his leave, unless the employee was being paid a higher wage, when it shall be that higher wage. If the employee is a pieceworker, the pay to be given for the period of leave of absence shall be at the rate fixed for a time worker doing the same class of work as that of the employee.

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

(l) If during any twelve months of his service an employee entitled under this clause to ten public holidays on full pay has not been allowed at least ten public holidays, he shall be paid, if a time worker, an ordinary day's pay, or if a pieceworker, an ordinary day's pay for a time work machine compositor, in respect of each public holiday (not exceeding in all the number of ten) on which he has been required to work notwithstanding that for the week including such public holidays he has been paid his full weekly wage or piecework rate, as the case may be, and such amount may be claimed within twelve months after the expiration of such twelve months.

(m) If in any twelve months of his service an employee entitled under this clause to leave on full pay as prescribed in sub-clauses (b) and (c) hereof, has not been allowed such leave, he shall be paid for each of the days mentioned, if a time worker, at the full rate of payment, or if a pieceworker at the rate for a time work machine compositor, notwithstanding that in respect of each of such days he has already received his wages or piecework payment, as the case may be, without deduction, and such amount may be claimed within twelve months after the expiration of such twelve months.

(n) Payment under either of sub-clauses (l) and (m) hereof shall not excuse an employer for failure to allow an employee to take a holiday or leave to which he is entitled under this clause and such failure shall be a breach of this Determination, notwithstanding any agreement whereby the employee purports to waive the holiday or leave to which he is entitled.

TIME BOOK.

25. (a) Each employer shall keep a time and wages book, correctly and fully written up in ink in English, showing the name of each employee and his occupation, the hours worked (including overtime) each day or night, and the wages, overtime and allowances paid each week, provided that the employer may, at his option, use a mechanical clock in lieu of a time book for the purpose of recording the time of each employee. The book, or when a clock is installed, the time cards, shall be open for inspection by a duly accredited official of the Union during the usual office hours at the office or other convenient place.

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

(c) A duly accredited official of the Union shall mean any officer of such organization or of the appropriate branch thereof, who may be accredited in writing by the general secretary, or by the appropriate branch secretary, and shall include the branch secretary.

POWER TO ENTER.

26. The secretary of the appropriate branch of the Printing Industry Employees' Union of Australia, or an officer of the appropriate branch thereof accredited in writing by the general secretary, or the appropriate branch secretary, of the said Union, shall, by arrangement with the employer or his representative in charge, have the right to enter and inspect during working hours any part of a printing factory or workshop and to interview the employees in working hours. The official shall exercise this right reasonably, and shall interfere with the work and duties of an employee as little as possible.

CASUAL EMPLOYEES.

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

(b) Where a casual employee commences duty, or where the employer expressly agrees to employ a casual employee on any employment, and the casual employee, in pursuance of such agreement, actually attends for duty, such employee:

(i) If a time-worker engaged in the publishing department, shall be paid for three hours of employment at the least.

(ii) If a time worker engaged as a machine compositor, shall be paid for four hours at the least.

(iii) If a time worker engaged in any other work, shall be paid for four hours at the least.

(iv) If a piece worker, shall be given four hours' work at the least or paid for four hours at the appropriate rate for a time worker.

(c) The hourly rate for any work for which a weekly rate is prescribed by this Determination is to be ascertained by dividing the weekly rate by the number of hours which constitute the employee's prescribed working week.

(d) A casual employee, other than a casual publishing employee, whether working at piecework or time work and working on day shift, shall be paid for such work the piecework rate or the hourly rate prescribed for such work, with the addition of 15 per cent.

(e) A casual employee, other than a casual publishing employee, whether working at piecework or time work, and whether working mixed day and night shift, or night shift, or on work extending to not later than 6 o'clock Sunday morning, shall be paid for such work the piecework rate or the hourly rate prescribed for night work, with the addition of 15 per cent.

(f) A casual publishing employee working on day shift, shall be paid for such work the hourly rate of 5s. per hour.

(g) A casual publishing employee, whether working mixed day and night shift, or night shift, shall be paid for such work the hourly rate of 5s. 6d. per hour.

(h) A casual employee, when working overtime, shall have his rate of pay as a casual employee increased by the same proportion (e.g., one half, or double, as the case may be) as the weekly worker's rate applicable to the class of work done by the casual employee is directed to be increased under this Determination for such work done on overtime with the addition of 15 per cent.

PROBATIONERS ON TYPE-CASTING OR SLUG-CASTING MACHINES.

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

PIECEWORK.

29. (a) No work shall be performed by any employee by contract or sub-contract or other similar system.

(b) No piecework shall be performed by an employee other than in respect of work done in connexion with machine composition in a newspaper office in Hamilton, and in any other newspaper office where four or more slug-casting machines are in use, as may be agreed upon between the Union and an employer.

(c) (i) Subject to adjustments pursuant to clause 42 hereof, in conformity with increases or decreases in the needs basic wage, the minimum piecework rates payable to an employee by an employer shall be the rates prescribed in Schedule "A", Machine Composition, of this Determination.

(ii) The said Schedule "A" is hereby incorporated in this Determination.

(d) At the end of each working week the aggregate earnings of a pieceworker employed upon work covered by Schedule "A" shall be ascertained for such week according to the provisions of this Determination, and where such pieceworker (when employed in Grade "A", as defined in clause 3 of this Determination) has worked on each and every day ordinarily worked in such week, such aggregate earnings shall be increased or decreased by the amount by which the basic wage of this Determination is greater or less than £6 9s.; but where such pieceworker has not worked on each and every day ordinarily worked in such week, then the aggregate earnings of such pieceworker shall be increased or decreased, as the case may be, by a part of such £6 9s. proportionate to the number of days worked, calculated to the nearest penny.

CALL CLAUSE.

30. (a) In respect to newspaper work, two hours shall be paid for as a call to any employee brought in on any week-day to issue any special edition or do any work not in his ordinary working hours for that week. Such call, together with the time worked, shall be paid for at the rate of time and a half or rate and a half, except on Sundays. On Sundays, double time or double rate shall be paid for the call, and for the time worked, with a minimum of two hours. This clause shall only apply when an employee is not notified before he leaves work that he will be required for special duty. In any case where an employee is brought in without notice because of another employee having unexpectedly absented himself from his work, the provisions of this clause shall not apply, but the employee so brought into work shall be paid double time or double rate for the hours worked by him should such hours be outside his ordinary working hours for that week.

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

APPRENTICES.

31. The general conditions for apprentices shall accord with those prescribed from time to time for apprentices under the jurisdiction of the Apprenticeship Commission.

PAY DAY.

32. An employee shall be paid his wages weekly, in cash, and not later than Friday in the week in which the wage is due. Not more than two days' pay may be kept in hand by any employer.

MIXED FUNCTIONS.

33. Where an employee is employed on work which involves the payment of a higher rate of wage than the rate prescribed in this Determination for the work usually performed by such employee, the employee shall be paid such higher rate of wage for the time occupied by him in the performance of such work provided that if he be employed for four hours or more on any day on such work the employee shall be paid for the full day at the higher rate of wage. This clause shall not apply to rotary machine workers who for brief periods during the running time of the machine perform mixed functions.

HEALTH PROVISIONS.

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

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

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

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

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

(f) In connexion with stereotype and/or electrotype installations proper and adequate provision shall be made for carrying off the fumes arising from the melting down of old stereotype plates or linotype slugs and from the refining of dross.

(g) The cleaning of linotype plungers shall be done in such a manner as to cause the fumes or dust to be carried away from the workroom into the open air.

LIGHTING OF WORKROOMS.

35. (a) Each employer shall make provision in his factory or workshop for adequate light for employees to perform their work, and as far as possible artificial light shall be avoided.

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

(c) Light shades shall be kept clean.

(d) All external windows of each workroom shall be cleaned on both the inner and outer surfaces, and kept clean.

BRONZING OR DUSTING-OFF.

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

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

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

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

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

(c) There shall be provided:—

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

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

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

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

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

(iii) Deposit clothing put off during working hours in the place or places provided in pursuance of this clause.

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

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

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

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

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

UNION DELEGATE.

37. Delegates chosen from the members of the Union (but not more than two) shall be allowed the necessary time in working hours to interview their employer or his representative for the purpose of submitting grievances. If such delegates be pieceworkers they shall be paid for such time at the time rate for machine compositors. The time of any interview shall be so fixed as not to delay the publication of a newspaper.

DETERMINATION TO BE POSTED.

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

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

INTERPRETATION OF THIS DETERMINATION.

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

(b) The word "factory" or the words "factory or workshop" shall include every room or place where work in respect of which a wage is prescribed by this Determination is carried out by employees.

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

(d) "Adult male" shall mean (i) any male employee over 21 years of age other than an apprentice, or (ii) any employee who has completed his period of apprenticeship but is under 21 years of age; and "adult female" shall mean any female employee over 21 years of age.

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

(f) The "said Union" or "Union" shall mean the Printing Industry Employees' Union of Australia.

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

PERIODICAL ADJUSTMENT OF WAGES.

40. The wages rates for adult males set out in clause 2 are based upon the following basic wage, and, pursuant to the provisions of section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically adjusted by the same amount, and at the same time as such basic wage as prescribed in clause 41.

Basic Wage.

Place.	Basic Wage (Adjustable).	Index Number Set Assigned.
Victoria	£ s. d. 10 2 0	Sydney, Melbourne, Adelaide, Perth and Hobart

ADJUSTMENT OF BASIC WAGE.

41. (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, 1952, the amount of the basic wage shall be as prescribed herein.

(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 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 .103 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.

ADJUSTMENT OF WAGES RATES FOR EMPLOYEES, OTHER THAN ADULT MALES.

42. (a) The wages rates for adult females shall be adjusted by increasing or decreasing the said rates by an amount of 75 per cent. of any increase or decrease in the basic wage for adult males.

(b) The wages rates for male juniors, apprentices, and female juniors shall be adjusted from time to time by calculating the percentages set out in Tables "C," "D," and "E" of clause 2.

(c) The earnings of a pieceworker shall be adjusted by adding or subtracting, as the case may be, to such earnings an amount of 1s. 1½d. for each variation of 1s. in the basic wage.

SCHEDULE "A"—MACHINE COMPOSITION.

(Vide Clauses 42 (c), and 29 of the Determination.)

PIECEWORK RATES AND CONDITIONS.

1. (a) Piecework machine composition shall be done subject to the provisions of the Determination and of this schedule, and not otherwise.

(b) Subject to the provisions of sub-clause (c) hereof, the piecework rate for machine composition shall be 8d. per thousand ens; but where such work is done on a night shift, the rate shall be 8½d. per thousand ens.

(c) The rates specified in sub-clause (b) hereof have been fixed in relation to a total basic wage of £8 10s. per week, and in accordance with the provisions of sub-clause (c) of clause 42, as from the date of operation of this Determination an amount of £4 2s. 1d. per week shall be added to the earnings of a pieceworker.

CAST-UP AND MINIMUM MULTIPLIER.

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

(b) All matter set for advertisements in type larger than 8-point shall carry a minimum multiplier of 45, and where the type used in the advertisements is larger than the predominant body matter type of the newspaper it shall be measured in depth by such predominant body matter type.

(c) The multipliers for newspapers having columns of 11½-ems measure shall be as follows: 7-point type, 45; 6-point type, 48; 5½-point type, 50.

PIECEWORK AND TIME WORK MATTER.

3. Matter set in type up to and including 8-point shall be reserved to the piecework machine compositors. Should such be set on time by the house, it shall be charged by the pieceworkers as plain matter. Matter set in type larger than 8-point may be set on time by the house. Provided that in any morning daily newspaper office display advertisements (that is, advertisements in which there are three or more different sizes of type other than public and Government notices) may be set in their entirety by time workers.

10-POINT AND LARGER TYPE.

4. Matter (other than multiple-bar matter, headlines, display lines or body matter in advertisements) of 13-ems measure and under composed in 10-point type shall be charged one farthing extra per thousand ems; all types above 10-point in size shall be charged three farthings extra per thousand ems.

HEADLINES AND DISPLAY LINES.

5. (a) Headlines to articles when set by the piecework machine compositor shall be charged according to the depth and multiplier of the type used in the article to which they belong, with one-third extra for types up to and including 14-point.

(b) Display lines in advertisements larger than body type when set by the piecework machine compositor shall be charged in accordance with sub-clause (b) of clause 2 hereof, with one-third extra for all types up to and including 14-point.

LEAVING MACHINE.

6. When a machine compositor has to leave his machine to work on another machine in connexion with his "take," he shall be entitled to charge twelve lines of body matter of the "take" in addition to the value of the matter set.

BORDERED MATTER.

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

DIALECTS, ETC.

8. Matter set in dialectic English or in illiterate spelling, where such matter is of four lines or more, or where the dialectic English or illiterate spelling is recurrent through the matter, shall be paid for at rate and a half. An unintentional error in spelling is not illiterate spelling within the meaning of this clause.

FOREIGN LANGUAGES.

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

"TAKE" OF COPY.

10. Twelve lines of 13-ems measure or their equivalent shall constitute a machine "take" of copy. Provided that the matter given out at any one time, whether referring to the same or different articles, shall constitute one "take", and provided further that during the last fifteen minutes of the work done by the machine compositor when finishing prior to the last forme leaving the composing room, the "take" may be reduced to six lines.

TOP AND BOTTOM RULES.

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

INTRODUCTORY LINES IN TABULAR MATTER.

12. Introductory lines or footnotes or lines between tabular matter in any case not exceeding six lines shall be paid for as part of the table.

COLUMN OR TABULAR MATTER.

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

HEADINGS.

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

RUN-OUT LISTS, ETC.

15. Matter consisting of subscribers' names with the sums of money run out to the end of the lines, names of horses with "st." and "lb." run out, measurements of land with acres, roods and perches run out, and similar matter shall carry no extra charge, but where there are two columns of figures in the measure, such matter shall be paid for at rate and a half; and where there are three columns of figures, at double rates. In other matter which requires to be cast-off to ascertain the proper widths of columns, or to be ranged, whether such matter consists of words or figures, each column and each group of ranged matter shall be considered a column, whether with or without rules or headings, and shall be paid for accordingly.

RUN-ON LISTS AND SIMILAR MATTER.

16. Run-on matter consisting of mixed figures and words, such as subscription lists, share lists, land sales, wool sales, show prize lists, cargo lists, mixed names and figures, tennis results, egg-laying competition results, pawnbrokers' advertisements, balance-sheets, University or other school lists (other than those which consist of figures), cricket scores, rifle scores, quoit scores, mining and market reports, racing weights, racing results and similar matter, and also passenger lists, shall be paid for at rate and a third, but lines not containing such run-on matter shall be charged plain. University and other school lists and examination results (consisting of figures), lottery results (consisting of figures), and other run-on figure matter (consisting of figures), shall be paid for at double rate.

LEADERED MATTER.

17. All leadered matter, if leaders are ranged, shall be paid for at rate and a third.

SMALL CAPITALS, ITALICS, OR SORTS.

18. (a) For small capitals, italics, clarendon or other faces and sorts of type not on the principal keyboard, but fed in by hand or (except in the cases provided for in sub-clauses (d) and (e) hereof) fed in from an auxiliary keyboard, one line extra shall be allowed for each word of six letters or less, and two lines extra for each word of more than six letters.

(b) Where single lines or intermittent words are set on the keyboard in such faces and sorts, one line extra shall be paid for each line containing such words, except small capitals, which shall be paid one line extra for each word.

- (c) One line extra shall be allowed for every two (or fraction of two) two-line initial letters inserted by hand.
- (d) One line extra shall be allowed for every three (or fraction of three) two-line initial letters set from an auxiliary keyboard.
- (e) One line extra shall be allowed for every five (or fraction of five) two-line letters set from an auxiliary keyboard as display words.
- (f) When double-letter matrices are used and matter is set on the upper tier or by the two-letter or leaf attachment for elevator head elevation, such matter (excluding headlines and display lines) up to 25 continuous lines shall be paid at rate and a half.

CORRECTIONS.

19. (a) Alterations from copy to the first proof shall be paid for at double rate. House marks or authors' proofs shall be paid for at double rate, but six lines shall be the minimum charge where corrections to single proofs are requested and the machine compositor has not to leave his machine. New matter or additions to copy shall be paid for at the ordinary rate if exceeding twelve consecutive lines. The house shall be entitled to correct all authors' proofs or revises on time.
- (b) A machine compositor shall have a reasonable opportunity to correct his own proofs. Should the exigencies of the work require it, proofs may be corrected on time at the discretion of the printer, and the house shall have the right to correct and deduct from the machine compositor the number of lines requiring correction. The machine compositor shall have the opportunity of seeing the proofs containing any corrections charged against him.
- (c) When a reader is not employed on any shift or is employed for a part of a shift only, and proofs as a consequence are not available to a machine compositor for correction, the house shall correct such proofs and make no charge against the machine compositor.
- (d) It shall be permissible for a machine compositor to arrange with another machine compositor for the correction of his proofs where such arrangement will not cause delay.

SLUGGING, ETC.

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

WHITE LINES, ETC., INSERTED BY THE HOUSE.

21. (a) The machine compositor shall not be paid for white lines, leads, rules or other matter inserted by the house, except where the same are set or required by the house to be inserted as part of a "take."
- (b) Matter set on a larger body than the face size shall be charged the face multiple and body size for number of lines.

MULTIPLE-BAR MATTER TO BE LAID OUT BY HOUSE.

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

EXTRA CHARGE FOR MULTIPLE-BAR MATTER.

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

FULL LINES.

24. Each line cast by the machine shall be paid for as a full line of the width of the standard column of the paper concerned, provided that each line of wider measure than such standard width shall be charged as a full line of the measure to which the vice-jaw is set.

COPY TOO BIG FOR TRAY.

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

BAD OR INDISTINCT COPY.

26. Bad or indistinct copy classed as such by the printer and the Father of the Chapel, or copy written with an indelible pencil, or matter having to be transposed by the machine compositor (that is, matter which is not to be set up in the order in which it appears in the copy), shall be paid for at rate and one-third.

CONTRACTIONS—EXTRA CHARGE.

27. Where the machine compositor has to make contractions, he shall be paid rate and a half for each line affected. This provision does not apply to ordinary recognized contractions, such as "st." for street, "rd." for road, "Co." for company, "Ltd." for limited, "lb." for pound, "oz." for ounce, &c. No extra charge shall be made where occasional contractions appear in the copy and are required to be followed by the machine compositor.

DEFECTIVE MACHINES.

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

LOWER MAGAZINE.

29. The piecework rate for machine composition from any lower magazine from which the matrices assemble down a chute (as in the Mergenthaler Model No. 4), shall be such as may be agreed upon between the printer and the Father of the Chapel in the establishment concerned; and in default of such agreement the machine compositor may at his option, work such machine at the time rate for machine compositors.

TIME WORK.

30. A machine compositor who may be temporarily required to do hand work shall be paid therefor not less than the time rate for a machine compositor.

WAITING TIME.

31. All stoppages of five minutes or more at any one time shall be charged as waiting time, and be paid for at the time rate for a machine compositor, provided that such stoppages have not been caused by the fault of the machine compositor.

CHANGING MAGAZINES.

32. The machine compositor shall be entitled to charge—
- (a) Each time he has to remove the mould from the machine and replace it by another, or insert a fresh mould, or change the measure of the mould, 4d.
- (b) Each time he changes the magazine of a machine where such change is not accomplished by the manipulation of handle or lever, 4d.

- (c) Each time he changes and returns the magazine of a multi-magazine machine or a machine of similar design where such change and return of the magazine are made by the manipulation of a handle or lever, 1d.
- (d) Each time he empties or refills a magazine, 9d.
- (e) Each time he empties and refills a magazine, 1s. 3d.

The machine compositor shall be entitled to make any of the foregoing charges where the work is done by a mechanic while the machine compositor is waiting or assisting.

SUPPLIED MATTER.

33. Linotype composition supplied to a newspaper office, whether supplied in the form of type, slug, stereotypes, electrotypes or fongs, shall be charged by the piecework machine compositors at the prescribed piecework rates for such class of composition.

LONG MEASURE.

34. Slugs of 26-ems pica measure and over set in 6-point or smaller type shall be paid ¼d. per 1,000 ems in addition to the rate.

ALTERATIONS IN STANDING ADVERTISEMENTS.

35. Alterations made in standing advertisements shall be charged as "house marks," provided that more than six consecutive lines shall be charged plain with a minimum charge of twelve lines.

INSTRUCTIONS.

36. Instructions shall be given to the machine compositor with the first "take" of copy of each article.

CATCHLINES.

37. All catchlines shall be charged for by the machine compositor when set by him.

FULL FOUNT OF MATRICES.

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

REPEAT LINES OF EXTRA CHARGE MATTER.

39. The fifth and subsequent repeat lines of extra charge matter shall be charged plain and repeated by re-casting.

CUMULATIVE CHARGES.

40. Each extra charge under this schedule shall be computed independently of any other extra charge which the same matter may carry, and on the basis of the same being plain matter. In no case shall extra charges accumulate beyond the plain rate plus rate and one-half.

ATTENDING AND ADJUSTING.

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

TABLE OF MULTIPLIERS.

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

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

J. W. RYAN, Secretary.

Melbourne, 19th October, 1951.

