



VICTORIA GOVERNMENT GAZETTE.

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[1953

Factories and Shops Acts.

DETERMINATION OF THE FACTORY ENGINE DRIVERS BOARD.

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

(B) On the 22nd June, 1914, and 17th August, 1920, respectively, the powers of the Factory Engine Drivers Board were extended to enable it to "fix the lowest prices or rates which may be paid to any person employed in the occupation of—

- (a) a boiler cleaner;
- (b) an engine-driver or attendant in connexion with the use of internal combustion engines or electrical engines other than internal combustion engines or electrical engines connected with mines."

(C) On the 16th April, 1935, the Board was deprived of the power to determine the lowest prices or rates which may be paid to any person employed in the occupation of—

- (a) a fireman, boiler attendant, boiler cleaner, or engine-driver in connexion with steam engines or steam boilers in or about plants for crushing metalliferous ores;
- (b) an engine-driver or attendant in connexion with the use of internal combustion engines or electrical engines in or about plant for crushing metalliferous ores—

and such power was conferred exclusively on the Mining Engine Drivers Board.

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 wheresoever employed in the occupation of a fireman, boiler attendant, or engine-driver, in connexion with the use of steam-boilers or steam-engines other than steam-boilers or steam-engines connected with mines," has made the following Determination, namely:—

1. That as from the 14th October, 1953, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

Wages.

	Wages per Week.			
	Persons other than those Employed in Bush Saw-mills.			Persons Employed in— (a) Bush Saw-mills; (b) All parts of Victoria not elsewhere included.
	Within 20 miles of G.P.O., Melbourne; 10 miles of Chief P.O., Geelong; at Warrambool, and in the Gippsland District.	Within 15 miles of the Mildura Post Office.	At Yallourn.	
£ s. d.	£ s. d.	£ s. d.	£ s. d.	
A.—STATIONARY ENGINE DRIVERS.				
<i>Steam Engines.</i>				
First-class	13 12 0	13 18 0	13 18 6	13 9 0
First-class, with condenser	13 18 6	14 4 6	14 5 0	13 15 6
Second-class	13 7 0	13 13 0	13 13 6	13 4 0
Second-class, with condenser	13 12 0	13 18 0	13 18 6	13 9 0
<i>Suction Gas or Other Internal Combustion Engine.</i>				
Fifty brake horse-power or over	13 12 0	13 18 0	13 18 6	13 9 0
Under fifty brake horse-power	13 7 0	13 13 0	13 13 6	13 4 0
<i>Electric Motor Attendants.</i>				
On motors over 250-horse power	13 12 0	13 18 0	13 18 6	13 9 0
On motors 100-horse power to 250-horse power inclusive	13 4 0	13 10 0	13 10 6	13 1 0
On motors under 100-horse power	12 18 0	13 4 0	13 4 6	12 15 0
Where the employee attends two or more motors he shall be paid a rate calculated on the aggregate horse power of such motors.				
<i>Note.</i> —Horse power shall be that shown on the maker's name plate.				

	Wages per Week.			
	Persons other than those Employed in Bush Saw-mills.			Persons Employed in— (a) Bush Saw-mills; (b) All parts of Victoria not elsewhere included.
	Within 20 miles of G.P.O., Melbourne; 10 miles of Chief P.O., Geelong; at Warrambool, and in the Gippsland District.	Within 15 miles of the Mildura Post Office.	At Yallourn.	
£ s. d.	£ s. d.	£ s. d.	£ s. d.	
B.—LOCOMOTIVE ENGINE DRIVERS.				
If human beings other than train crew are sometimes or always carried ..	14 11 0	14 17 0	14 17 6	14 8 0
Others	14 1 6	14 7 6	14 8 0	13 18 6
If the gauge is less than three feet, 4s. 6d. per week less in each case.				
C.—NAVIES AND DRAG LINE OR DREDGE TYPE EXCAVATORS.				
Driver	14 17 6	15 3 6	15 4 0	14 14 6
Second driver	13 17 6	14 3 6	14 4 0	13 14 6
D.—WINCH DRIVERS.				
Log haulers on timber mills or on tramways on timber mill (exceeding 8-inch diameter cylinders)	13 12 0	13 18 0	13 18 6	13 9 0
Others	13 8 0	13 14 0	13 14 6	13 5 0
E.—CRANE DRIVERS.				
Lofty cranes—first-class	14 7 0	14 13 0	14 13 6	14 4 0
Lofty cranes—second-class	14 3 6	14 9 6	14 10 0	14 0 6
Lofty cranes—third-class	13 17 6	14 3 6	14 4 0	13 14 6
Cantilever cranes	14 3 6	14 9 6	14 10 0	14 0 6
Cranes transporting molten metal in foundries	13 16 0	14 2 0	14 2 6	13 13 0
Open hearth furnace crane	13 16 0	14 2 0	14 2 6	13 13 0
Steam travelling cranes	13 16 0	14 2 0	14 2 6	13 13 0
Other steam cranes	13 11 6	13 17 6	13 18 0	13 8 6
Grab cranes	13 16 0	14 2 0	14 2 6	13 13 0
Electric cranes not elsewhere included—				
Four motions and over				
Overhead traverser with auxiliary hoist				
Traverser with jib hoist				
Two or three motions	13 7 6	13 13 6	13 14 0	13 4 6
Overhead traverser				
Stationary jib; stationary jib hoist				
Traverser jib				
Hydraulic stationary jib cranes	13 4 0	13 10 0	13 10 6	13 1 0
Mobile cranes lifting capacity up to and including 5 tons	13 18 0	14 4 0	14 4 6	13 15 0
Mobile cranes lifting capacity over 5 tons and not exceeding 10 tons	14 3 0	14 9 0	14 9 6	14 0 0
Mobile cranes lifting capacity over 10 tons and not exceeding 20 tons	14 10 6	14 16 6	14 17 0	14 7 6
Over 20 tons	14 17 6	15 3 6	15 4 0	14 14 6
Fork lift driver	13 8 0	13 14 0	13 14 6	13 5 0
Cranes and hoists not elsewhere included ..	13 0 0	13 6 0	13 6 6	12 17 0
String cranes—five tons or less	12 12 0	12 18 0	12 18 6	12 9 0
F.—TRACTION ENGINE DRIVERS.				
<i>Road.</i>				
Traction engine or road roller (steam) ..	13 15 0	14 1 0	14 1 6	13 12 0
Road roller (oil)	13 13 0	13 19 0	13 19 6	13 10 0
Traction engine (oil—50-brake h.p. or over)	13 15 0	14 1 0	14 1 6	13 12 0
Traction engine (oil—under 50-brake h.p.)	13 10 0	13 16 0	13 16 6	13 7 0
When used as stationary engines, Division A of this clause shall apply.				
<i>Rail.</i>				
Electric traction motor	13 5 0	13 11 0	13 11 6	13 2 0
Internal combustion traction motor	13 5 0	13 11 0	13 11 6	13 2 0
<i>Tow Motors.</i>				
Tow motor	12 19 0	13 5 0	13 5 6	12 16 0
G.—TRACTOR UNIT PLANT.				
<i>The provisions of this Division shall not apply to logging operations.</i>				
Tournapull	14 17 6	15 3 6	15 4 0	14 14 6
Tractors without power operated attachments or with power operated attachments not in use				
(a) 50-brake horse power and under	13 10 0	13 16 0	13 16 6	13 7 0
(b) over 50-brake horse power	13 15 0	14 1 0	14 1 6	13 12 0
Tractors while using power operated attachments—				
(a) 35-brake horse power and under	13 15 0	14 1 0	14 1 6	13 12 0
(b) over 35-brake horse power to 70-brake horse power	14 5 0	14 11 0	14 11 6	14 2 0
(c) over 70-brake horse power	14 11 0	14 17 0	14 17 6	14 8 0

	Wages per Week.			
	Persons other than those Employed in Bush Saw-mills.			Persons Employed in— (a) Bush Saw-mills; (b) All parts of Victoria not elsewhere included.
	Within 20 miles of G.P.O., Melbourne; 10 miles of Chief P.O., Geelong; at Warrnambool, and in the Gippsland District.	Within 16 miles of the Mildura Post Office.	At Yallourn.	
£ s. d.	£ s. d.	£ s. d.	£ s. d.	
Provided that the total margin payable to the operator of a tractor using a power operated attachment not normally operated while such tractor is in motion shall not exceed 50s.				
<i>Special Work</i> —A driver operating a tractor of 70-brake horse power or over fitted with a blade and using such blade while engaged in breaking trail in heavy sidling country for any part of a day shall be paid an additional allowance of three half pence per hour for all work performed on that day.				
Loader, Front end and Overhead— Appropriate wage for Tractor hereinafter prescribed.				
Loader, mechanical bucket type, truck or tractor mounted	13 15 0	14 1 0	14 1 6	13 12 0
Grader, single unit over 40-brake horse power	14 11 0	14 17 0	14 17 6	14 8 0
Grader, single unit 40-brake horse power and under	14 1 0	14 7 0	14 7 6	13 18 0
Concrete paver, single drum	13 10 0	13 16 0	13 16 6	13 7 0
H.—FIREMEN.				
Fireman	13 2 0	13 8 0	13 8 6	12 19 0
Fireman—first-class	13 7 0	13 13 0	13 13 6	13 4 0
Leading fireman—first class	13 14 0	14 0 0	14 0 6	13 11 0
Leading fireman—second-class	13 11 0	13 17 0	13 17 6	13 8 0
Locomotive fireman	13 5 0	13 11 0	13 11 6	13 2 0
I.—GREASERS.				
Greaser or oiler	12 18 0	13 4 0	13 4 6	12 15 0
Greaser or oiler—first-class	13 7 0	13 13 0	13 13 6	13 4 0
Trimmer	12 14 0	13 0 0	13 0 6	12 11 0
Fuelman	12 14 0	13 0 0	13 0 6	12 11 0
Engine cleaner	12 14 0	13 0 0	13 0 6	12 11 0
Boiler cleaner	12 14 0	13 0 0	13 0 6	12 11 0
Provided that any person engaged inside the gas or water space of any boiler, flue or economizer, in cleaning or scraping work shall, whilst so employed, be paid 9d. per hour in addition to his ordinary or overtime rate of pay.				
J.—OTHERS.				
Pile-driving machine	13 14 0	14 0 0	14 0 6	13 11 0
All others	11 15 0	12 1 0	12 1 6	11 12 0

3.

Additional Rates.

Per Week.

(a) An engine-driver or fireman engaged as hereinafter specified shall be paid additional rates as follow, viz:—

	s. d.
Attending to refrigerating compressor	9 0
Attending to electric generator or dynamo exceeding 10 kilowatt capacity	9 0
In charge of plant	9 0

Provided that except as to dragline excavators these rates shall not be cumulative to the extent of increasing the wage of an employee more than 81s. above the rate for "All Others," and provided further that an engine-driver attending a refrigerating compressor shall be paid a rate not less than 41s. above that fixed for "All Others".

Extra rates payable under this sub-clause shall be regarded as part of an employee's ordinary wage for the purposes of this Determination.

	s. d.
(b) Any engine-driver and/or fireman in a bush sawmill who is required to do saw sharpening shall be paid a further additional rate, viz. :—	15 0
(c) Attending to switchboard where the generating capacity is 350 kilowatt or over	6 0

JUNIOR LABOUR.

4. (a) The minimum rates of wage to be paid to juniors working as greasers or oilers, other than on shafting, or as cleaners or as motor drivers or attendants where the motor does not exceed 50 horse-power in all shall be the under-mentioned percentages of the contemporaneous needs basic wage prescribed for the area in which they are employed, and in addition thereto the constant loading specified,

	Percentage of Basic Wage.	Additional Amount.	Total Wage Payable—			
			Persons other than those Employed in Bush Saw-mills.			Persons Employed in— (a) Bush Saw-mills ; (b) All parts of Victoria not elsewhere included.
			Within 20 miles of G.P.O., Melbourne ; 10 miles of Chief P.O., Geelong ; at Warrnambool, and in the Gippsland District.	Within 15 miles of the Mildura Post Office.	At Yallourn.	
Per Week.	Per Week. <i>s. d.</i>	<i>£ s. d.</i>	<i>£ s. d.</i>	<i>£ s. d.</i>	<i>£ s. d.</i>	
If under 16 years of age ..	24	0 6	2 15 6	2 15 6	2 17 0	2 14 6
16 years of age ..	32	0 9	3 14 0	3 14 0	3 16 0	3 13 0
17 years of age ..	58	1 0	6 14 0	6 14 0	6 17 6	6 12 0
18 years of age ..	73	2 0	8 9 0	8 9 0	8 14 0	8 7 0
19, but under 20 years of age ..	88	2 6	10 4 0	10 4 0	10 9 6	10 1 6

(b) If a cleaner, greaser or oiler sometimes under the supervision of an engine-driver, stops or starts an engine, he shall be paid 6s. per week extra.

(c) The total wage shall be calculated to the nearest sixpence, any broken part of sixpence in the result not exceeding threepence to be disregarded.

CONTRACT OF EMPLOYMENT.

5. (a) Except as provided by clause 6 hereof, employment shall be by the week. An employee, to become entitled to payment on a weekly basis, shall, except as provided by clause 15 hereof, perform such work as the management shall from time to time require on the days and during the hours usually worked by the class of employees affected.

(b) Employment for the first two weeks of service shall be from day to day at the weekly rate fixed. Provided that any employee who has once served a probationary period of two weeks with any employer shall not be subject to be employed for a second probationary period with the same employer, except when his re-engagement takes place at least one month after the termination of his employment. Provided further that an employee shall be paid for any holiday or holidays which occur during any period he is employed on probation pursuant to this clause.

(c) An employee not attending for duty shall, except as provided by clause 14 hereof, lose his pay for the actual time of such non-attendance.

(d) Employment shall be terminated by a week's notice on either side, such notice to be given at any time during the week, or by the payment or forfeiture of a week's wages as the case may be. This shall not affect the right of the management to dismiss any employee without notice for malingering, inefficiency, 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 time the employee cannot be usefully employed because of any strike by the Federated Engine-drivers and Firemen's Association of Australasia or any other Union or through any breakdown of machinery or any stoppage of work by any cause for which the employer cannot reasonably be held responsible. Provided that, where an employer orders employees not to work on any day because of the state of the weather, such order shall not deprive the employees of their claim for payment under their weekly engagements, but if such employees cease work on any day because of the state of the weather without being ordered to do so, they shall not be entitled to payment for time so lost.

CASUAL LABOUR.

6. A casual employee (as defined) shall be paid per hour an amount equal to 1 1/10th of the weekly rate prescribed by this Determination for the work performed by him divided by forty.

HOURS.

7. (a) For an employee not working on shift the ordinary working hours per week and per day respectively shall be of the same number as those worked in the particular workshop, factory, or working place at which such employee works by the majority of the employees not working on shift who are engaged therein in connexion with the operation for which is used the power or steam supplied with the aid of such employee.

Provided that if the number of hours worked by such majority exceeds 40 per week, the ordinary working hours for such employee shall not exceed 40 per week nor 8 in any one day.

(b) Except as provided in sub-clause (d) hereof time occupied in raising steam or closing down engines or banking fires shall be regarded as time worked.

(c) For employees not working on shift a regular starting and finishing time shall be fixed, which shall not be changed except after notice of at least a week to the employee concerned.

(d) In the bush or in bush sawmills or in log sawmills outside the towns and cities specifically referred to in clause 26 hereof each engine-driver or fireman when so engaged shall be allowed 1 1/2 hours per day at ordinary rates for preparing and/or closing down engines and/or for raising steam and/or banking fires on boilers.

(e) For employees working on shift the ordinary working hours shall be as provided in clause 13 hereof.

MEAL INTERVAL.

8. Except on shift work, provision shall as far as practicable be made by the employer to enable an employee to have a midday meal interval of not less than 40 minutes nor more than one hour on all working days except Saturday, or as otherwise agreed between an employer and the appropriate branch of the Union. Such meal interval shall not be deemed to be time worked, and the time of ceasing work shall be extended by time equal to the duration of the meal interval.

For all work done during such meal interval and thereafter until a meal break is allowed, payment shall be made at the rate of time and a half.

MEAL INTERVAL DURING OVERTIME.

9. (a) Until further order, employees shall be allowed the same conditions as to the meals and meal intervals to be allowed while working overtime as are prescribed by award, determination or industrial agreement—Commonwealth or State—for the general body of employees of the industry in which they are employed.

(b) In any case to which sub-clause (a) hereof does not apply—

(i) An employee working overtime shall be allowed a crib time of twenty minutes without deduction of pay after each four hours of overtime worked if the employee continues work after such crib time.

Provided that where a day worker on a five-days week is required to work overtime on a Saturday the first prescribed crib time shall, if occurring between 10 a.m. and 1 p.m., be paid at ordinary rates.

Unless the period of overtime is less than one and a half hours an employee before starting overtime after working ordinary hours shall be allowed a meal break of twenty minutes which shall be paid for at ordinary rates. An employer and employee may agree to any variation of this provision to meet the circumstances of the work in hand provided that the employer shall not be required to make any payment in respect of any time allowed in excess of twenty minutes.

- (ii) An employee required to work overtime for more than two hours without being notified on the previous day or earlier that he will be so required to work shall either be supplied with a meal by the employer or paid 2s. for such meal and 1s. 3d. for each subsequent meal, but such payment need not be made to employees living in the same locality as their workshops who can reasonably return home for meals.

Unless the employer advises an employee on the previous day or earlier that the amount of overtime to be worked will necessitate the partaking of a second or subsequent meal (as the case may be) the employer shall provide such second and/or subsequent meals or make payment in lieu thereof as above prescribed.

If an employee pursuant to notice has provided a meal or meals and is not required to work overtime or is required to work less than the amount advised he shall be paid as above prescribed for meals which he has provided, but which are surplus.

OVERTIME.

10. (a) For all time worked on week days outside the hours prescribed in clause 7 hereof, overtime shall be paid at the rate of time and a half for the first four hours and double time thereafter.

(b) An employee recalled after leaving his place of work to work overtime shall be paid for a minimum of three hours' work at the appropriate rate.

(c) An employee occasionally required to hold himself in readiness, either at his home, his place of work or elsewhere, to work after ordinary hours or on a Saturday which is not an ordinary working day or on a Sunday or holiday, shall be paid standing-by time at his ordinary rate of wage for the time from which he is to hold himself in readiness until released.

(d) When an employee working overtime finishes work at a time when reasonable means of transport are not available, the employer shall provide him with a conveyance to his home or pay him at his ordinary rate of wage for the time occupied in reaching his home.

(e) When overtime work is necessary it shall, wherever reasonably practicable, be so arranged that employees have at least eight consecutive hours off duty between the work of successive days.

An employee (other than a casual employee) who works so much overtime between the termination of his ordinary work on one day and the commencement of his ordinary work on the next day that he has not at least eight consecutive hours off duty between those times shall, subject to this sub-clause, be released after completion of such overtime until he has had eight consecutive hours off duty without loss of pay for ordinary working time occurring during such absence.

If on the instructions of his employer such an employee resumes or continues work without having had such eight consecutive hours off duty he shall be paid at double rates until he is released from duty for such period and he shall then be entitled to be absent until he has had eight consecutive hours off duty without loss of pay for ordinary working time occurring during such absence.

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

HOLIDAYS.

11. All employees shall be entitled to the same holidays as are observed by the general body of employees of the industry in which they are employed.

SUNDAY AND HOLIDAY WORK.

12. (a) In the case of continuous or recurring work necessarily done in the ordinary course directly for the establishment's usual production of service upon Sundays or holidays as well as upon other days of the week, ordinary time or shift worked on a Sunday or holiday shall be paid for at the rate of time and a half, but in all other cases all time on duty on Sundays or holidays shall be paid for at the rate of double time.

(b) Employees, other than on shift or engaged in maintaining the continuity of electric light and power, required to work on Sundays or public holidays shall be paid for a minimum of three hours' work.

SHIFT WORK.

13. (a) The ordinary working hours of employees on shift work shall not exceed an average of 40 per week spread over a period of two, three or four weeks, to be worked in shifts of eight hours, including such time as by mutual arrangement may be taken for meals.

(b) There shall be a roster of shifts which shall—

- (i) Provide for rotation unless all the employees concerned desire otherwise;
- (ii) Provide for not more than eight shifts to be worked in any nine consecutive days; and
- (iii) Not be changed until after four weeks' notice.

Provided that an employee's place on such roster shall not be changed except on one week's notice of such change or payment of penalty rates.

So far as employees present themselves for work in accordance therewith, shifts shall be worked according to the roster.

(c) Notwithstanding the preceding sub-clauses (a) and (b), where in any particular workshop, factory or working place at which an employee working on shift is engaged the majority of the employees working on shift therein in connexion with the operations for which is used the power or steam supplied with the aid of such employees work shifts not in accordance with sub-clauses (a) and (b) hereof, such employee for his ordinary hours of work may be required by his employer to work shifts similar in length, roster conditions and crib-times to those of such majority, but this sub-clause shall not apply when such shifts exceed in the aggregate 160 hours in any period of four consecutive weeks, in which case the preceding sub-clauses (a) and (b) shall apply.

(d) For work done by a shift worker outside the ordinary hours of his shift double time shall be paid. But this shall not apply to arrangements between employees themselves or in cases due to rotation of shift or when the relief does not come on duty at the proper time. Such unrelieved employee shall be paid time and a half for all time of duty after he has finished his ordinary shift.

(e) Shift workers on continuous work whilst on afternoon or night shifts shall be paid $7\frac{1}{2}$ per cent. more than the ordinary rates for such shifts.

Shift workers on other than continuous work whilst on afternoon or night shifts shall be paid 10 per cent. more than the ordinary rates for such shifts.

Shift workers who work on any afternoon or night shift which does not continue for at least five successive afternoons or nights in a five-day workshop or for at least six successive afternoons or nights in a six-day workshop shall be paid at the rate of time and a half.

An employee who—

- (i) during a period of engagement on shift works night shift only; or
- (ii) remains on night shift for a longer period than four consecutive weeks; or
- (iii) works on a night shift which does not rotate or alternate with another shift or with day work so as to give him at least one-third of his working time off night shift in each shift cycle,

shall during such engagement period or cycle, be paid at the rate of time and a quarter for all time worked during ordinary working hours on such night shifts.

Night shift means any shift starting between 8 p.m. and 5 a.m.

Afternoon shift means any shift starting between noon and 8 p.m.

Employees working shifts shall be paid for work performed between midnight on Friday and midnight on Saturday at the minimum rate of time and a quarter. This extra rate shall be in substitution for and not cumulative upon the shift premiums prescribed in the preceding paragraphs of this sub-clause, but the provisions of this paragraph shall not prejudice any right of the employee to obtain, alternatively, any higher rate in respect of that work by virtue of any provision of this Determination.

(f) Notwithstanding the preceding sub-clause (e) where in any particular workshop, factory or working place at which an employee working on shift is engaged the majority of the employees working on shift therein in connexion with operations for which is used the power or steam supplied with the aid of such employee receive higher shift premiums for working such shifts than those provided by sub-clause (e) hereof, such employee shall be paid such higher shift premiums in substitution for the provisions of sub-clause (e).

(g) Where in any particular workshop, factory or working place at which an employee working on shift is engaged the majority of the employees working on shift therein in connexion with operations for which is used the power or steam supplied with the aid of such employee receive compensation by way of annual leave or otherwise for working Saturday afternoon, holiday and/or Sunday shifts, such employee shall be given similar compensation for working such shifts.

SICK LEAVE.

14. (a) Employees shall be entitled to and shall be allowed sick leave to the same extent and subject to the same conditions as are prescribed by award, determination, or agreement—Commonwealth or State—for the general body of employees in the industry in which they are employed. Provided that an employee shall be entitled in any case to sick leave not less than is hereinafter provided.

(b) An employee on weekly hiring who is absent from his work on account of personal illness, or on account of injury by accident arising out of and in the course of his employment, shall be entitled to leave of absence, without deduction of pay, subject to the following conditions and limitations:—

- (i) He shall not be entitled to paid leave of absence for any periods in respect of which he is entitled to workers' compensation.
- (ii) He shall, within 24 hours of the commencement of such absence, inform the employer of his inability to attend for duty and, as far as practicable, state the nature of the injury or illness and the estimated duration of the absence.
- (iii) He shall prove to the satisfaction of his employer that he was unable on account of such illness or injury to attend for duty on the day or days for which sick leave is claimed.
- (iv) He shall not be entitled in any year (as defined) whether in the employ of one employer or of several to leave in excess of 40 hours of working time.

For the purpose of administering paragraph (iv) of this sub-clause an employer may, within one month of this Determination coming into operation or within two weeks of the employee entering his employment, require an employee to make a sworn declaration or other written statement as to what paid leave of absence he has had from any employer during the then current year; and upon such statement the employer shall be entitled to rely and act.

SINGLE DAY ABSENCES.

(c) In the case of an employee who claims to be allowed paid sick leave in accordance with this clause for an absence of one day only such employee if in the year he has already been allowed paid sick leave on more than one occasion for one day only, shall not be entitled to payment for the day claimed unless he produces to the employer a certificate of a duly-qualified medical practitioner that in his, the medical practitioner's, opinion the employee was unable to attend for duty on account of personal illness or on account of injury by accident. Nothing in this sub-clause shall limit the employer's rights under sub-clause (b) (iii) hereof.

CUMULATIVE SICK LEAVE.

(d) Sick leave shall accumulate from year to year so that any balance of the period specified in sub-clause (b) (iv) of this clause which in any year has not been allowed to an employee by an employer as paid sick leave may be claimed by the employee and subject to the conditions hereinbefore prescribed 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 to this sub-clause shall be available to the employee for a period of two years, but for no longer from the end of the year in which it accrues.

ATTENDANCE AT HOSPITAL, ETC.

(e) Notwithstanding anything contained in sub-clause (b) hereof an employee suffering injury through an accident arising out of and in the course of his employment (not being an injury in respect of which he is entitled to workers' compensation) necessitating his attendance during working hours on a doctor, chemist or trained nurse, or at a hospital, shall not suffer any deduction from his pay for the time (not exceeding four hours) so occupied on the day of the accident, and shall be reimbursed by the employer all expenses reasonably incurred in connexion with such attendance.

(f) This clause shall not apply to adult male employees in bush saw-mills but such employees shall be paid in lieu thereof at the rate of 3s. per week.

ANNUAL LEAVE.

15. (a) Employees shall be entitled to and shall be allowed annual leave to the same extent and subject to the same conditions as are prescribed by statute, award, determination, or industrial agreement—Commonwealth or State—for the general body of employees in the industry in which they are employed. Provided that an employee shall be entitled in any case to annual leave not less than that prescribed by the provisions of the *Factories and Shops (Annual Holidays) Act 1946*, No. 5111 and any amendments which may be made thereto from time to time.

Seven-Day Shift Workers.

(b) In addition to the leave hereinbefore prescribed seven-day shift workers, that is shift workers who are rostered to work regularly on Sundays and holidays shall be allowed seven consecutive days' leave, including non-working days.

Where an employee with twelve months' continuous service is engaged for part of the twelve-monthly period as a seven-day shift worker, he shall be entitled to have the period of annual leave prescribed in sub-clause (a) hereof increased by half a day for each month he is continuously engaged as aforesaid.

MIXED FUNCTIONS.

16. (a) Where the employment or work involves functions of a mixed character, the minimum wages to be paid to the employee for the day or part of a day he is so employed shall be calculated as if he performed such only of the said functions as involve the highest rate of wages under this Determination. If so employed for any part of a day he shall be paid at the highest rate for the whole of such day.

(b) Engine drivers, whilst in charge of their engines, shall only be required to perform such work as may be within the scope of or incidental to engine driving and the generation, use and application of engine power. Provided that engine drivers in charge of engines supplying power to any intermittent process involving regular stoppages, may during such stoppages be required to perform any work necessary or incidental to such intermittent process.

EXTRA RATES NOT CUMULATIVE.

17. Extra rates herein prescribed are not cumulative so as to exceed the maximum of double the ordinary rates.

TRAVELLING AND CAMPING ALLOWANCES.

18. Employees shall be allowed the same conditions as to fares, travelling time, travelling allowances, country work, camping allowances as are prescribed by award, determination or industrial agreement—Commonwealth or State—for the general body of employees of the industry in which they are employed.

RIGHT OF ENTRY OF UNION OFFICIALS.

19. A duly accredited representative of the Federated Engine-drivers and Firemen's Association of Australasia not more than once a fortnight shall have the right to enter during the midday meal hour the portion of an employer's establishment in which any employees engaged upon any class of work to which this Determination applies are employed for the purpose of interviewing such employees on legitimate Union business.

If any employer alleges that a representative is unduly interfering with or is creating disaffection amongst his employees or is offensive in his methods, such employer may refuse the right of entry.

Provided, however, that no employer or person apparently acting on his behalf shall refuse to allow such representative as aforesaid to enter an establishment upon the grounds only that it is not then the midday meal interval, unless he shall upon such refusal give the representative full and accurate particulars of the meal hours or crib times of each of the employees engaged upon work to which this Determination applies. An employer shall be deemed to have committed a breach of this Determination if he or the person apparently acting on his behalf omits, being obliged to do so, to give such particulars as aforesaid.

TIME AND WAGES BOOK.

20. (a) Each employer shall keep a time and wages book at his workshop, factory or mill or other place of work or at an office convenient thereto showing the name of each employee, his classification under this Determination, his time of starting and finishing work each day and the amount of overtime worked, and all amounts paid to him by way of wages, special rates and allowances.

(b) Any time occupied by an employee in filling in any time book or card, or in making of records, shall be treated as time of duty.

(c) An employer may provide a mechanical clock for the purpose of recording the time of each employee, in which case an employee shall at the end of the week enter such other particulars as may be necessary to comply with sub-clause (a) hereof on some card or document used in connexion with such clock, and such card or document shall be deemed to be the time and wages book.

(d) Such time and wages book shall on demand be produced at reasonable times by the employer for inspection to an official of the Federated Engine-drivers and Firemen's Association of Australasia duly authorized in writing by the president and secretary of the local branch or sub-branch of such Association at the place where the time and wages book is kept pursuant to sub-clause (a) hereof.

The official making such inspection shall be permitted to make and retain a copy of any entry in such time and wages book relating to any matter in respect of which he suspects a breach of this Determination has been committed. He shall, if required to do so, produce for inspection by the employer or his representative any such copy as aforesaid.

SHOP STEWARDS.

21. A shop steward appointed by the employees in each workshop or place of work shall be allowed the necessary time during working hours to interview the employer or his representative on matters affecting employees whom he represents.

Provided that this clause shall not apply in any case in which at the one place an employer employs five or less employees to whom this Determination applies.

MISCELLANEOUS.

Radiators.

22. (a) Each crane cabin shall, unless otherwise heated, be equipped with a radiator, which the employer shall install and maintain in good order and condition.

Boiling Water.

(b) Employers shall provide boiling water for employees at meal times.

Drinking Water.

(c) Employers shall provide for the use of employees in workshops a sufficient supply of wholesome cool drinking water.

DEFINITIONS.

23. In this Determination, except where otherwise clearly intended—

(a) "Attendant" means a person who attends to an electric motor or motors of thirty horse-power or more in the aggregate, and performs any duties of oiling or cleaning or attending to commutators, brushes, fuses, or switches.

(b) "Casual employee" means an employee competent to do the work he is engaged to do who is dismissed or refused work without any fault of his own before the expiration of six days from the date he starts work, but does not include an employee usually engaged in another capacity by the employer concerned, and who is called upon to do work coming under the terms of this Determination.

(c) "Engine-driver" means any person who operates or drives any engine or engines, the motive power of which is either steam, gas, oil, water, compressed air, or electricity, and includes any person who is called upon in the ordinary course of his duty to do engine-driver's work other than simply stopping or starting an engine under the supervision of an engine-driver.

- (d) "Engine-driver in charge of plant" means—
- (i) When two or more drivers are employed at the plant at one time, the engine-driver who is invested with the superintendence and responsibility or who has to accept the responsibility and superintendence; or
 - (ii) When he is the only person of his class employed on the plant, the engine-driver who does the general repair work of the plant in addition to the work of engine-driving, but not when he merely assists a fitter or engineer to do such work.
- (e) "Fireman in charge of plant" means when he is the only person of his class employed on the plant, the fireman who does the general repair work of the plant in addition to the work of firing, but not when he merely assists a fitter, engine-driver, or engineer to do such work.
- (f) "Fireman—first-class" means a fireman who attends to two or more boilers or two or more suction gas generators or one boiler or one suction gas generator developing 1,000 i.h.p., and includes the fireman of a steam navy or excavator.
- (g) "Greaser or Oiler" shall mean and include any persons substantially engaged in greasing or oiling any engine, machinery or shafting.
- (h) "Greaser or Oiler—first-class" means a greaser or oiler who under the supervision of an engine-driver stops or starts an engine or engines, but does not include any greaser or oiler who does so only in cases of necessity or emergency.
- (i) "Leading fireman—first-class" means—
- (i) The fireman employed at a plant where three or more firemen are employed at the same time who is invested with the responsibility and superintendence or who has to accept the responsibility and superintendence; or
 - (ii) The fireman employed at a plant where three or more firemen are employed at the same time whose duty it is to attend to the water of boilers that are fired by two or more of the other firemen.
- (j) "Leading fireman—second-class" means—
- (i) The fireman employed at a plant where two firemen are employed at the same time who is invested with the responsibility and superintendence or who has to accept the responsibility and superintendence; or
 - (ii) The fireman employed at a plant where two firemen are employed at the same time and whose duty it is to attend to the water of boilers that are fired by the other fireman.
- (k) "Lofty crane—first-class" means a lofty crane on a building in the course of erection or demolition where the driving platform is more than 100 feet above the ground.
- (l) "Lofty crane—second-class" means a lofty crane on a building in the course of erection or demolition where the driving platform is from 20 to 100 feet above the ground.
- (m) "Lofty crane—third-class" means a lofty crane outside buildings not in the course of erection where the driving platform is more than 20 feet from the level of the ground.
- (n) "Steam-engine—first-class" means a turbine or an engine or engines having a single cylinder with a bore of 12 inches in diameter or over, or having singly or together two or more cylinders the sum of the area of whose bores equals or exceeds the area of a circle 12 inches in diameter.
- (o) "Steam-engine—second-class" means an engine or engines having a single cylinder with a bore less than 12 inches in diameter or having singly or together two or more cylinders the sum of the area of whose bores is less than the area of a circle 12 inches in diameter.
- (p) "Year" means a year commencing the 1st day of January.

APPLICATION OF DETERMINATION.

24. This Determination shall not apply to—

- (i) The driving of any internal combustion engine of 30 or less b.h.p. or any engine or electric motor or any pump, air compressor, pneumatic, or small hoist on which no engine-driver or fireman or greaser is employed as such, but the starting and stopping of and attention to which is done by an employee the greater part of whose time is taken up with other work; or
- (ii) The operation of pneumatic and small hoists and two-motion electric man-power cranes; or
- (iii) The driving of footpath rollers of 30 cwt. and under.

MARGINS.

25. In addition to the basic wage provided in clause 26 hereof, the margins and loadings set out in this clause shall be the minimum rate payable to employees therein named:—

Classification.	Margins.	Loadings.
A.—STATIONARY ENGINE DRIVERS.		
<i>Steam Engines.</i>		
First-class	34 0	3 0
First-class, with condenser	40 6	3 0
Second-class	29 0	3 0
Second-class, with condenser	34 0	3 0
<i>Suction Gas or Other Internal Combustion Engine.</i>		
Fifty brake horse-power or over	34 0	3 0
Under fifty brake horse-power	29 0	3 0
ELECTRIC MOTOR ATTENDANTS.		
On motors over 250 horse-power	34 0	3 0
On motors 100 horse-power to 250 horse-power inclusive	26 0	3 0
On motors under 100 horse-power	20 0	3 0
Where the employee attends two or more motors he shall be paid a rate calculated on the aggregate horse power of such motors		
NOTE.—Horse-power shall be that shown on the maker's name plate		
B.—LOCOMOTIVE ENGINE DRIVERS.		
If human beings other than train crew are sometimes or always carried	50 0	6 0
Others	42 6	4 0
If the gauge is less than three feet, 4s. 6d. per week less in each case.		
C.—NAVVIES AND DRAG LINE OR DREDGE TYPE EXCAVATORS.		
Driver	50 6	6 0
Second driver	38 6	4 0
D.—WINCH DRIVERS.		
Log haulers on timber mills or on tramways on timber mill (exceeding 8-inch diameter cylinders)	34 0	3 0
Others	30 0	3 0

MARGINS—continued.

Classification.	Margins.		Loading.	
	s.	d.	s.	d.
E.—CRANE DRIVERS.				
Lofty cranes—first-class	46	0	6	0
Lofty cranes—second-class	42	6	6	0
Lofty cranes—third-class	38	6	4	0
Cantilever cranes	42	6	6	0
Cranes transporting molten metal in foundries	37	0	4	0
Crane driver on open hearth furnaces	37	0	4	0
Steam travelling cranes	37	0	4	0
Other steam cranes	33	6	3	0
Grab cranes	37	0	4	0
Electric cranes not elsewhere included—				
Four motions and over				
Overhead traverser with auxiliary hoist				
Traverser with jib hoist				
Two or three motions	29	6	3	0
Overhead traverser				
Stationary jib; stationary jib hoist				
Traverser jib				
Hydraulic stationary jib cranes	26	0	3	0
Mobile cranes lifting capacity up to and including 5 tons	40	0	3	0
Mobile cranes lifting capacity over 5 tons and not exceeding 10 tons	45	0	3	0
Mobile cranes lifting capacity over 10 tons and not exceeding 20 tons	52	6	3	0
Over 20 tons	59	6	3	0
Fork Lift Driver	30	0	3	0
Cranes and hoists not elsewhere included	22	0	3	0
String cranes—five tons or less	14	0	3	0
F.—TRACTION ENGINE DRIVERS.				
<i>Road.</i>				
Traction engine or road roller (steam)	37	0	3	0
Road roller (oil)	35	0	3	0
Traction engine (oil—50-brake horse-power or over)	37	0	3	0
Traction engine (oil—under 50-brake horse-power)	32	0	3	0
When used as stationary engines, Division A of this clause shall apply.				
<i>Rail.</i>				
Electric traction motor	27	0	3	0
Internal combustion traction motor	27	0	3	0
Tow MOTORS.				
Tow motor	21	0	3	0
G.—TRACTOR UNIT PLANT.				
<i>The provisions of this Division shall not apply to logging operations.</i>				
Tournapull	56	6	6	0
Tractors without power operated attachments or with power operated attachments not in use—				
(a) 50-brake horse-power and under	32	0	3	0
(b) over 50-brake horse-power	37	0	3	0
Tractors while using power operated attachments—				
(a) 35-brake horse power and under	37	0	3	0
(b) over 35-brake horse-power to 70-brake horse power	44	0	6	0
(c) over 70-brake horse-power	50	0	6	0
Provided that the total margin payable to the operator of a tractor using a power operated attachment not normally operated while such tractor is in motion shall not exceed 50s.				
<i>Special Work.</i> —A driver operating a tractor of 70 brake horse-power or over fitted with a blade and using such blade while engaged in breaking trail in heavy siding country for any part of a day shall be paid an additional allowance of three half-pence per hour for all work performed on that day.				
<i>Loader, Front End and Overhead.</i>				
Appropriate margin and loading for Tractor hereinbefore prescribed.				
Loader, Mechanical Bucket type, truck or tractor mounted	37	0	3	0
Grader, single unit over 40-brake horse-power	50	0	6	0
Grader, single unit 40-brake horse-power and under	40	0	6	0
Concrete paver, single drum	32	0	3	0
H.—FIREMEN.				
Fireman	24	0	3	0
Fireman—first-class	29	0	3	0
Leading fireman—first-class	36	0	3	0
Leading fireman—second-class	33	0	3	0
Locomotive fireman	27	0	3	0
I.—GREASERS.				
Greaser or Oiler	20	0	3	0
Greaser or Oiler—first-class	20	0	3	0
Trimmer	16	0	3	0
Fuelman	16	0	3	0
Engine cleaner	16	0	3	0
Boiler cleaner	16	0	3	0
Provided that any person engaged inside the gas or water space of any boiler, flue, or economizer, in cleaning or scraping work shall, whilst so employed, be paid 9d. per hour in addition to his ordinary or overtime rate of pay.				
J.—OTHERS.				
Pile-driving machine	36	0	3	0
All others	—			

BASIC WAGE.

26. The wages rates set out in clause 2 are based upon the following basic wage rates.

Place.	Basic Wage Per Week.	Index Number Set Assigned.
Within 20 miles of G.P.O., Melbourne Within 10 miles of Chief P.O., Geelong ; or at Warrnambool—same as the contemporaneous basic wage for Melbourne Mildura and Gippsland Districts—same as the contemporaneous basic wage for Melbourne Yallourn—until further order the same amount in excess of Melbourne as at present, viz., 6s. 6d. per week. Elsewhere—3s. less than the contemporaneous basic wage for Melbourne Bush sawmills wherever situated—3s. less than the contemporaneous basic wage for Melbourne	£ s. d. 11 15 0	Melbourne

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

J. W. RYAN, Secretary.

Melbourne, 29th September, 1953.



VICTORIA GOVERNMENT GAZETTE.

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FRIDAY, DECEMBER 4.

[1953

Factories and Shops Acts.

DETERMINATION OF THE FILEMAKERS BOARD.

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

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board appointed to "determine the lowest rates which may be paid to any person or persons or classes of persons, excluding smiths (iron, brass, or copper), electrical fitters, electrical mechanics, machinist (1st and 2nd class), toolmakers, tradesmen, engineers, welders (1st and 2nd class), and patternmakers employed in the process, trade, or business of manufacturing or preparing files or rasps of any description for use as tools of trade," has made the following Determination, namely:—

1. That as from the 8th October, 1953, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

Wages per Week of 40 hours.

Adults	Within 20 Miles of G.P.O. Melbourne: 10 Miles of G.P.O., Geelong; at Warrnambool and within Mildura and Gippsland Districts.	At Yalloura.	Other Parts of Victoria.
	£ s. d.	£ s. d.	£ s. d.
File chisel whetter	13 13 0	13 19 6	13 10 0
File inspector—First class	13 8 0	13 14 6	13 5 0
File inspector (other)—			
(a) First three months' experience as such..	12 17 0	13 3 6	12 14 0
(b) Thereafter	13 2 0	13 8 6	12 19 0
Automatic file blanking machine operator—			
(a) First three months' experience as such ..	12 17 0	13 3 6	12 14 0
(b) Thereafter	13 8 0	13 14 6	13 5 0
File cutter—			
(a) First three months' experience as such..	12 17 0	13 3 6	12 14 0
(b) Thereafter	13 8 0	13 14 6	13 5 0
Hand hammer file forger—			
(a) First three months' experience as such..	12 17 0	13 3 6	12 14 0
(b) Thereafter	13 8 0	13 14 6	13 5 0
File tang roller—			
(a) First three months' experience as such..	12 17 0	13 3 6	12 14 0
(b) Thereafter	13 8 0	13 14 6	13 5 0
File compound controller	13 6 6	13 13 0	13 3 6
File edge grinder—			
(a) First three months' experience as such..	13 0 0	13 6 6	12 17 0
(b) Thereafter	13 6 0	13 12 6	13 3 0
File side grinder—			
(a) First three months' experience as such..	13 0 0	13 6 6	12 17 0
(b) Thereafter	13 6 0	13 12 6	13 3 0
File hardener—			
(a) First three months' experience as such..	12 17 0	13 3 6	12 14 0
(b) Thereafter	13 6 0	13 12 6	13 3 0
File point roller—			
(a) First three months' experience as such..	12 17 0	13 3 6	12 14 0
(b) Thereafter	13 6 0	13 12 6	13 3 0
File bar clipper—			
(a) First three months' experience as such..	12 17 0	13 3 6	12 14 0
(b) Thereafter	13 3 0	13 9 6	13 0 0
File roll flattener—			
(a) First three months' experience as such..	12 17 0	13 3 6	12 14 0
(b) Thereafter	13 3 0	13 9 6	13 0 0

Wages per Week of 40 hours.

Adults.	Within 20 Miles of G.P.O., Melbourne; 10 Miles of G.P.O., Geelong; at Warrnambool and within Mildura and Gippsland Districts.	At Yallourn.	Other Parts of Victoria.
	£ s. d.	£ s. d.	£ s. d.
File brander	12 17 0	13 3 6	12 14 0
(a) First three months' experience as such	12 17 0	13 3 6	12 14 0
(b) Thereafter	13 3 0	13 9 6	13 0 0
Half round or round file grinder—			
(a) First three months' experience as such	13 0 0	13 6 6	12 17 0
(b) Thereafter	13 2 0	13 8 6	12 19 0
File tang and point trimmer—			
(a) First three months' experience as such	12 17 0	13 3 6	12 14 0
(b) Thereafter	13 0 0	13 6 6	12 17 0
File miller—			
(a) First three months' experience as such	12 17 0	13 3 6	12 14 0
(b) Thereafter	13 2 0	13 8 6	12 19 0
File acider	13 2 0	13 8 6	12 19 0
File sand blaster	13 0 6	13 7 0	12 17 6
Semi-automatic hammer file forger	13 0 0	13 6 6	12 17 0
File straightener (hand)	13 0 0	13 6 6	12 17 0
File grinder (other)	13 0 0	13 6 6	12 17 0
File edge setter (machine or hand)	13 0 0	13 6 6	12 17 0
File stripper (machine or hand)	13 0 0	13 6 6	12 17 0
File chisel grinder	13 0 0	13 6 6	12 17 0
File cropper	13 0 0	13 6 6	12 17 0
File point grinder	13 0 0	13 6 6	12 17 0
File safe edger	13 0 0	13 6 6	12 17 0
File tang bluer	13 0 0	13 6 6	12 17 0
File anneal loader	12 18 0	13 4 6	12 15 0
File straightener (machine)	12 17 0	13 3 6	12 14 0
File counter	12 17 0	13 3 6	12 14 0
File drier	12 17 0	13 3 6	12 14 0
File oiler	12 17 0	13 3 6	12 14 0
File paster	12 17 0	13 3 6	12 14 0
File ringer	12 17 0	13 3 6	12 14 0
Other employees with not less than three months' experience in this industry	12 4 0	12 10 6	12 1 0
All others	11 18 0	12 4 6	11 15 0

NOTE.—Operators engaged in any of the following occupations are responsible for the setting up of the machines used in their respective operations:—

- | | |
|--|------------------------------|
| Automatic file blanking machine operator | File point roller; |
| File bar clipper; | File roll flattener; |
| File brander; | File side grinder; |
| File cutter; | File tang and point trimmer; |
| File edge grinder; | File tang roller; |
| File hardener (where a fixture is used); | Hand hammer file forger. |

LEADING HANDS.

Leading hands in charge of not less than three and not more than ten employees, 9s. per week extra; more than ten and not more than twenty employees, 18s. per week extra; more than twenty employees, 27s. per week extra.

FEMALES AND UNAPPRENTICED MALE JUNIORS.

3. (a) The minimum rates of wage for adult and junior females and for unapprenticed male juniors shall be as follows:—

Wages per Week of 40 Hours.

	* Percentage of Basic Wage.	Margin.	Total Wage Payable—		
			Within 20 Miles of G.P.O., Melbourne; 10 Miles of G.P.O., Geelong; at Warrnambool and within Mildura and Gippsland Districts.	At Yallourn.	Other Parts of Victoria.
		Per Week.	£ s. d.	£ s. d.	£ s. d.
		<i>s. d.</i>			
		<i>I.—Adult Females.</i>			
Under one month's experience	75	..	8 16 0	9 1 0	8 14 0
All others	75	18 0	9 12 0	9 17 0	9 10 0
		<i>Additional Amount.</i>			
		<i>II.—Junior Females.</i>			
17 years of age and under	52	3 6	4 15 0	4 17 6	4 14 0
18 years of age ..	62	4 0	5 13 0	5 16 0	5 12 0
19 years of age ..	72	4 6	6 11 0	6 15 0	6 10 0
20 years of age ..	82	5 0	7 9 6	7 13 6	7 7 6
		<i>III.—Junior Males.</i>			
Under 16 years of age	24	2 0	2 18 6	3 0 0	2 17 6
16 years of age ..	34	3 0	4 3 0	4 5 0	4 2 0
17 years of age ..	46	4 0	5 12 0	5 15 0	5 10 6
18 years of age ..	58	5 0	7 1 6	7 5 0	6 19 6
19 years of age ..	73	6 0	8 17 6	9 2 6	8 15 6
20 years of age ..	88	7 0	10 14 0	10 19 6	10 11 0

* The percentages for junior females relate to the female basic wage, but in all other cases relate to the male basic wage.

The total wage shall be calculated to the nearest sixpence, any broken part of sixpence in the result not exceeding threepence to be disregarded.

(b) The minimum rate payable to a junior female of any age or a junior male of eighteen years or more each with less than six months' experience under this Determination shall, until he or she has had six months' experience, be 10 per cent. less than the amount represented by the percentage of the basic wage hereby prescribed for a junior employee of his or her age.

Prohibited Occupations.

- (c) Junior employees shall not be employed :—
if under the age of 16 years—
on oil or gas burners or fires used for heating of small articles.
using electric arc or oxy acetylene blow pipe.

Clauses, other than clauses 2 and 3, of the said Determination shall remain in force.

SPECIAL RATES.

4. In addition to the wages prescribed in clauses 2 and 3 hereof, the following special rates and allowances shall be paid to employees including unapprenticed juniors :—

Confined Spaces.

- (a) Working in confined space (as defined), 6d. per hour extra.

Dirty Work.

(b) Work which a foreman and workman shall agree is of an unusually dirty or offensive nature, 4d. per hour extra.
In case of disagreement between the foreman and workman, the workman or a shop steward on his behalf shall be entitled, within 24 hours, to ask for a decision on the workman's claim by the employer's industrial officer (if there be one), or otherwise by the employer or the executive officer responsible for the management or superintendence of the plant concerned. In such case a decision shall be given on the workman's claim within 48 hours of its being asked for (unless that time expires on a non-working day in which case it shall be given during the next working day), or else the said allowance shall be paid.

Hot Places.

(c) Working for more than one hour in the shade in places where the temperature is raised by artificial means to between 115 and 130 degrees Fahrenheit, 4d. per hour extra; in places where the temperature exceeds 130 degrees Fahrenheit, 6d. per hour extra. Where work continues for more than two hours in temperatures exceeding 130 degrees Fahrenheit, employees shall also be entitled to twenty minutes' rest after every two hours' work without deduction of pay. The temperature shall be decided by the foreman of the work after consultation with the employees who claim the extra rate.

Wet Places.

(d) An employee working in any place where his clothing or boots become saturated, whether by water, oil or otherwise, shall be paid 4d. per hour extra: provided that this extra rate shall not be payable to an employee who is provided by the employer with suitable and effective protective clothing and/or footwear: And provided further that any employee who becomes entitled to this extra rate shall be paid such extra rate for such part of the day or shift as he is required to work in wet clothing or boots.

Special Rates not Cumulative.

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

Rates not Subject to Penalty Additions.

(f) The special rates herein prescribed shall be paid irrespective of the times at which the work is performed, and shall not be subject to any premium or penalty additions.

HOURS OF WORK.

Day Workers.

5. (a) The ordinary hours of work shall be 40 per week to be worked in five days of not more than 8 hours (Monday to Friday inclusive) and one day (Saturday) of not more than four hours: or five days (Monday to Friday inclusive) of eight hours each continuously except for meal breaks at the discretion of the employer between 7 a.m. and 5.30 p.m. on Monday to Friday inclusive, and 7 a.m. and noon on Saturday.

In localities where the recognized half-holiday is on a day other than Saturday the day so recognized may be substituted for Saturday for all the purposes of this Determination.

Provided that the spread of hours or the daily hours prescribed may be altered as to all or a section of the employees by mutual agreement between an employer and the representative of the union in that shop.

Five-Days' Week.

- (b) In any case in which the ordinary week's work of 40 hours can be performed in five days as aforesaid without—
(i) detriment to the public interest;
(ii) loss in the value of goods handled or to be handled;
(iii) reducing the efficiency of production; or
(iv) reducing the efficacy of the necessary service,

the employer shall allow those employees who so desire to do so to work their ordinary hours in five days as aforesaid.

This sub-clause shall not apply to employees engaged on the maintenance and servicing of plant.

It is a condition of the allowing of a five-days' week hereunder that if required employees shall comply with the reasonable and lawful orders of the employer as to working overtime, including the working of overtime on Saturday.

EMERGENCY PROVISIONS.

5A. (a) Notwithstanding anything elsewhere contained in this Determination, the following provisions shall apply in the case of an employer who is subject to restriction or rationing in the use of electric energy and/or coal gas and/or the emergency disconnection thereof in accordance with orders or regulations approved by the appropriate lawful authority.

- (i) If by reason of such restriction or rationing or emergency disconnection he is unable usefully to employ an employee for the whole or part of any day or shift, he may deduct from the wages of that employee payment for any part of the day or shift such employee cannot be usefully employed provided that—

- (1) if an employer requires the employee to attend for work but is not able to employ him usefully the employee shall be entitled to be paid for two hours' work;
- (2) where an employee commences work he shall be entitled to be paid for four hours' work;
- (3) this sub-clause shall not apply to apprentices.

- (ii) He may require any day worker to perform his ordinary hours of work (or any such ordinary hours of work) at any time on any day other than on a Sunday on the basis of 40 hours per week. The following rates of pay shall apply for such work—

- (1) for work performed on Mondays to Fridays from 7 a.m. to 5.30 p.m. and on Saturdays from 7 a.m. to noon—ordinary time;
- (2) for work performed between noon and midnight on Saturdays—ordinary rates plus 25 per cent.;
- (3) for work performed at all other times other than on a Sunday—ordinary rates plus 10 per cent.

Provided that when a worker is required to commence work between the hours of 9.30 p.m. and 6 a.m., the amount he shall receive shall not be less than an amount of 5s. more than the amount he would receive if paid at ordinary day rates.

(iii) He may require any shift worker to perform his hours of work at any time other than on a Sunday on the basis of 40 hours per week. The following rates of pay shall apply for such work :—

- (1) for day work or day shift work—ordinary time;
- (2) for work performed between noon and midnight on Saturdays—ordinary rates plus 25 per cent.;
- (3) for afternoon and night shifts—ordinary rates plus 10 per cent.

Provided that when a shift worker is required to commence work between the hours of 9.30 p.m. and 6 a.m., the amount he shall receive shall not be less than an amount of 5s. more than the amount he would receive if paid at ordinary rates.

- (4) Nothing contained in this sub-clause shall operate so as to reduce the shift premiums payable to employees who were shift workers on afternoon and night only at the date of such interference as aforesaid and who continue to work on such shifts.

(iv) He may alter the time at which meal breaks are usually taken and/or the duration of them, in order to avoid or mitigate the effects of such interference, without being liable to pay penalty rates for work done during the normal meal breaks; provided that the commencing time of any meal break is not made more than one hour earlier or later than usual and that a meal break of at least twenty minutes is allowed; and provided also that the employer shall, whenever it is practicable, consult with the representative of the Union or Unions before acting under this paragraph.

(b) Notwithstanding anything elsewhere contained in this Determination, the provisions of this clause shall also apply (*mutatis mutandis*) in the case of an employer who uses auxiliary power plant for the purposes of providing employment for his employees whilst such restriction or rationing or emergency disconnection is in force and who—

- (i) is unable usefully to employ an employee for the whole of any day or shift by reason of a breakdown in such plant through no fault of his own; or
- (ii) because of the inability of the auxiliary power plant to meet the normal demands for power—
 - (1) finds it necessary to require any employee to perform his ordinary hours of work (or any of such ordinary hours of work) outside the hours normally worked by such employee; or
 - (2) finds it necessary to alter the time at which meal breaks are usually taken and/or the duration of them.

SHIFT WORK.

Definitions.

6. (a) For the purposes of this clause—

- “Afternoon shift” means any shift finishing after 6 p.m. and at or before midnight.
 “Continuous work” means work carried on with consecutive shifts of men throughout the 24 hours of each of at least six consecutive days without interruption except during breakdowns or meal breaks or due to unavoidable causes beyond the control of the employer.
 “Night shift” means any shift finishing subsequent to midnight, and at or before 8 a.m.
 “Rostered shift” means a shift of which the employee concerned has had at least 48 hours’ notice.

Hours—Continuous Work Shifts.

(b) This sub-clause shall apply to shift workers on continuous work as hereinbefore defined.

The ordinary hours of such shift workers shall not exceed—

- (i) 8 in any one day; or
- (ii) 48 in any one week; or
- (iii) 88 in 14 consecutive days; or
- (iv) 160 in 28 consecutive days.

Subject to the following conditions, such shift workers shall work at such times as the employer may require :—

- (i) A shift shall consist of not more than eight hours, inclusive of crib time.
- (ii) Except at the regular change-over of shifts, an employee shall not be required to work more than one shift in each 24 hours.
- (iii) Twenty minutes shall be allowed to shift workers each shift for crib, which shall be counted as time worked.

Hours—Other than Continuous Work.

(c) This sub-clause shall apply to shift workers not upon continuous work as hereinbefore defined. The ordinary hours of such shift workers shall not exceed—

- (i) 40 in any week, to be worked in five shifts of eight hours on Monday to Friday inclusive, or five shifts of not more than eight hours and one shift (Saturday) of not more than four hours; or
- (ii) 80 in 14 consecutive days, in which case an employee shall not, without payment for overtime, be required to work more than eight consecutive hours on any shift or more than six shifts in any week; or
- (iii) 120 in 21 consecutive days, in which case an employee shall not, without payment for overtime be required to work more than eight consecutive hours on any shift or more than six shifts in any week.

Such ordinary hours shall be worked continuously except for meal breaks at the discretion of the employer. An employee shall not be required to work for more than six hours without a break for a meal.

Except at regular change-over of shifts, an employee shall not be required to work more than one shift in each 24 hours.

Rosters.

(d) Shift rosters shall specify the commencing and finishing times of ordinary working hours of the respective shifts.

Variation by Agreement.

(e) The method of working shifts may in any case be varied by agreement between the employer and the accredited representative of the union to suit the circumstances of the establishment.

The time of commencing and finishing shifts once having been determined may be varied by agreement between the employer and the accredited representative of the union to suit the circumstances of the establishment, or in the absence of agreement by seven days’ notice of alteration given by the employer to the employees.

Afternoon or Night Shift Allowances.

(f) Shift workers on continuous work whilst on afternoon or night shifts shall be paid $7\frac{1}{2}$ per cent. more than the ordinary rates for such shifts.

Shift workers on other than continuous work whilst on afternoon or night shifts shall be paid 10 per cent. more than the ordinary rates for such shifts.

Shift workers who work on any afternoon or night shift which does not continue for at least five successive afternoons or nights in a five-day workshop or for at least six successive afternoons or nights in a six-day workshop shall be paid at the rate of time and a half.

An employee who—

- (i) during a period of engagement on shift works night shift only; or
- (ii) remains on night shift for a longer period than four consecutive weeks; or
- (iii) works on a night shift which does not rotate or alternate with another shift or with day work so as to give him at least one-third of his working time off night shift in each shift cycle,

shall during such engagement, period or cycle, be paid at the rate of time and a quarter for all time worked during ordinary working hours on such night shifts.

(f1) The minimum rate to be paid to any shift worker for work performed between midnight on Friday and midnight on Saturday shall be time and a quarter. Such extra rate to be in substitution for and not cumulative upon the shift premiums prescribed in the first and second paragraphs of sub-clause (f) hereof.

Overtime.

(g) Shift workers for all time worked in excess of or outside the ordinary working hours prescribed by this Determination on a shift other than a rostered shift shall—

(i) if employed on continuous work be paid at the rate of double time; or

(ii) if employed on other shift work at the rate of time and a half for the first four hours and double time thereafter,

except in each case when the time is worked—

(iii) by arrangement between the employees themselves;

(iv) for the purpose of effecting the customary rotation of shifts; or

(v) is due to the fact that the relief man does not come on duty at the proper time; or

(vi) on a shift to which an employee is transferred on short notice as an alternative to standing the employee off in circumstances which would entitle the employer to deduct payment for a day in accordance with clause 12 (b) hereof.

Provided that when not less than eight hours' notice has been given to the employer by the relief man that he will be absent from work and the employee whom he should relieve is not relieved the unrelieved employee shall be paid at the rate of time and a half for the first four hours on duty after he has finished his ordinary shift and at the rate of double time thereafter except where the employee is required to continue to work on his rostered day off when he shall be paid double time.

Compulsory Overtime.

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

Sundays and Holidays.

(h) Shift workers on continuous work shifts for work done on a rostered shift the major portion of which is performed on a Sunday or holiday shall be paid at the rate of time and a half.

Shift workers on other than continuous work for all time worked on a Sunday or holiday shall be paid at the rates prescribed by clause 9 of this Determination. Where shifts commence between 11 p.m. and midnight on a Sunday or holiday the time so worked before midnight shall not entitle the employee to the Sunday or holiday rate: provided that the time worked by an employee on a shift commencing before midnight on the day preceding a Sunday or holiday and extending into a Sunday or holiday shall be regarded as time worked on such Sunday or holiday. Where shifts fall partly on a holiday that shift the major portion of which falls on a holiday shall be regarded as the holiday shift.

Junior and Female Employees.

(i) Female shift workers, or juniors whilst on afternoon or night shifts shall be paid not less than the rates hereinbefore proscribed or 1s. 6d. per shift whichever is the higher.

MIXED FUNCTIONS.

7. An employee engaged for more than half of one day or shift on duties carrying a higher rate than his ordinary classification shall be paid the higher rate for such day or shift. If for less than half of one day or shift he shall be paid the higher rate for the time so worked.

OVERTIME.

8. (a) For all work done outside ordinary hours the rates of pay shall be time and a half for the first four hours and double time thereafter, such double time to continue until the completion of the overtime work. Provided that in the case of a junior, the rate for overtime shall be not less than the rate herein prescribed or 2s. 3d. per hour whichever is the higher.

Except as provided in this sub-clause or sub-clause (b) hereof in computing overtime each day's work shall stand alone.

Rest Period After Overtime.

(b) When overtime work is necessary it shall, wherever reasonably practicable, be so arranged that employees have at least eight consecutive hours off duty between the work of successive days.

An employee (other than a casual employee) who works so much overtime between the termination of his ordinary work on one day and the commencement of his ordinary work on the next day that he has not at least eight consecutive hours off duty between those times shall, subject to this sub-clause, be released after completion of such overtime until he has had eight consecutive hours off duty without loss of pay for ordinary working time occurring during such absence.

If on the instructions of his employer such an employee resumes or continues work without having had such eight consecutive hours off duty he shall be paid at double rates until he is released from duty for such period and he shall then be entitled to be absent until he has had eight consecutive hours off duty without loss of pay for ordinary working time occurring during such absence.

Call Back.

(c) An employee recalled to work overtime after leaving his employer's business premises (whether notified before or after leaving the premises) shall be paid for a minimum of three hours' work at the appropriate rate for each time he is so recalled; provided that, except in the case of unforeseen circumstances arising, the employee shall not be required to work the full three hours if the job he was recalled to perform is completed within a shorter period. This sub-clause shall not apply in cases where it is customary for an employee to return to his employer's premises to perform a specific job outside his ordinary working hours, or where the overtime is continuous (subject to a reasonable meal break) with the completion or commencement of ordinary working time.

Overtime worked in the circumstances specified in this sub-clause shall not be regarded as overtime for the purposes of sub-clause (b) of this clause where the actual time worked is less than three hours on such recall or on each of such recalls.

Saturday Work—Five-days' Week.

(d) A day worker on a five-days' week required to work overtime on a Saturday shall be afforded at least three hours work or paid for three hours at the appropriate rate except where such overtime is continuous with overtime commenced on the day previous.

Standing By.

(e) Subject to any custom now prevailing under which an employee is required regularly to hold himself in readiness for a call back, an employee required to hold himself in readiness to work after ordinary hours shall until released be paid standing-by time at ordinary rates from the time from which he is so to hold himself in readiness.

Meal Hours—General.

(f) For work done during meal hours and thereafter until a meal hour break is allowed time and a half rates shall be paid. An employee shall not be compelled to work for more than six hours without a break for a meal.

Crib Time.

(g) An employee working overtime shall be allowed a crib time of twenty minutes without deduction of pay after each four hours of overtime worked if the employee continues work after such crib time.

Provided that where a day worker on a five-days week is required to work overtime on a Saturday the first prescribed crib time shall, if occurring between 10 a.m. and 1 p.m., be paid at ordinary rates.

Unless the period of overtime is less than one and a half hours an employee before starting overtime after working ordinary hours shall be allowed a meal break of twenty minutes which shall be paid for at ordinary rates. An employer and employee may agree to any variation of this provision to meet the circumstances of the work in hand provided that the employer shall not be required to make any payment in respect of any time allowed in excess of twenty minutes.

Tea Money.

(h) An employee required to work overtime for more than two hours without being notified on the previous day or earlier that he will be so required to work shall either be supplied with a meal by the employer or paid 4s., and 2s. 8d. for each subsequent meal, but such payment need not be made to employees living in the same locality as their workshops who can reasonably return home for meals.

Unless the employer advises an employee on the previous day or earlier that the amount of overtime to be worked will necessitate the partaking of a second or subsequent meal (as the case may be) the employer shall provide such second and/or subsequent meals or make payment in lieu thereof as above prescribed.

If an employee pursuant to notice has provided a meal or meals and is not required to work overtime or is required to work less than the amount advised he shall be paid as above prescribed for meals which he has provided, but which are surplus.

Transport of Employees.

(i) When an employee, after having worked overtime, or a shift for which he has not been regularly rostered, finishes work at a time when reasonable means of transport are not available, the employer shall provide him with a conveyance to his home, or pay him his current wage for the time reasonably occupied in reaching his home.

HOLIDAYS AND SUNDAY WORK.

9. (a) Employees shall be entitled to the following public holidays without loss of pay as regards employees on weekly hiring:—New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Sunday, Easter Monday, Queen's Birthday, Labour Day, Anzac Day, Christmas Day, and Boxing Day, or such other day as is generally observed in the locality as a substitute for any of the said days respectively.

By agreement between any employer and his employees other days may be substituted for the said days or any of them as to such employer's undertaking.

(b) Except as provided in sub-clause (h) of clause 6 an employee not engaged on continuous work shall be paid at the rate of double time for work done on Sundays and public holidays, such double time to continue until he is relieved from duty.

Provided that where employees are necessarily engaged in repairs to or renewals of their employer's plant and machinery necessary for resumption of work the next following working day (not including the installation of new machinery) work done on holidays shall be paid for at the rate of time and a half for the first eight hours and double time thereafter.

(c) An employee, other than a casual employee, not engaged in continuous work who works on a Sunday or a public holiday and (except for meal breaks) immediately thereafter continues such work shall on being relieved from duty be entitled to be absent until he has had eight consecutive hours off duty without deduction of pay for ordinary time of duty occurring during such absence.

(d) Employees, other than on shift, required to work on Sundays or public holidays shall be paid for a minimum of three hours' work.

(e) Where an employee is absent from his or her employment on the working day before or the working day after a public holiday without reasonable excuse or without the consent of the employer, the employee shall not be entitled to payment for such a holiday.

EXTRA RATES NOT CUMULATIVE.

10. Extra rates in this Determination, except rates prescribed in clause 4 are not cumulative so as to exceed the maximum of double the ordinary rates.

PAYMENT OF WAGES.

11. (a) Wages shall be paid weekly or fortnightly.

(b) On the first pay day occurring during his employment, an employee shall be paid whatever wages are due to him up to the completion of his work on the previous day: Provided that this sub-clause shall not apply to employers who make a practice of allowing advances to employees approximating wages due.

(c) Upon termination of the employment wages due to an employee shall be paid to him on the day of such termination, or forwarded to him by post on the next working day.

(d) An employee kept waiting for his wages on pay day for more than a quarter of an hour after the usual time for ceasing work, shall be paid at overtime rates after that quarter hour, with a minimum of a quarter of an hour.

(e) On or prior to pay day, the employer shall state to each employee in writing the amount of wages to which he is entitled, the amount of deductions made therefrom, and the net amount being paid to him.

*CONTRACT OF EMPLOYMENT.**Weekly Employment.*

12. (a) Except as hereinafter provided employment shall be by the week. Any employee not specifically engaged as a casual employee shall be deemed to be employed by the week.

(b) Employment shall be terminated by a week's notice on either side given at any time during the week or by the payment or forfeiture of a week's wages as the case may be. This shall not affect the right of the employer to dismiss any employee without notice for malingering, inefficiency, neglect of duty, or misconduct, and in such cases the wages shall be paid up to the time of dismissal only, or to deduct payment for any day the employee cannot be usefully employed because of any strike or through any breakdown in machinery or any stoppage of work by any cause for which the employer cannot reasonably be held responsible. Where an employee has given or been given notice as aforesaid he shall continue in his employment until the date of the expiration of such notice. Any employee who having given or been given notice as aforesaid, without reasonable cause (proof of which shall lie on him) absents himself from work during such period, shall be deemed to have abandoned his employment and shall not be entitled to payment for work done by him within that period.

Casual Employment.

(c) A casual employee is one engaged and paid as such. A casual employee for working ordinary time shall be paid per hour one-fortieth of the weekly rate prescribed by this Determination for the work which he or she performs, plus 10 per cent.

Late Comers.

(d) Notwithstanding anything elsewhere contained in this Determination an employer may select and utilize for time-keeping purposes any fractional or decimal proportion of an hour (not exceeding a quarter of an hour) and may apply such proportion in the calculation of the working time of employees who without reasonable cause promptly communicated to the employer, report for duty after their appointed starting times or cease duty before their appointed finishing times.

An employer who adopts a proportion for the aforesaid purpose shall apply the same proportion for the calculation of overtime.

SICK LEAVE.

13. (a) An employee on weekly hiring who is absent from his work on account of personal illness, or on account of injury by accident arising out of and in the course of his employment, shall be entitled to leave of absence, without deduction of pay, subject to the following conditions and limitations:—

(i) He shall not be entitled to paid leave of absence for any period in respect of which he is entitled to workers' compensation.

(ii) He shall within 24 hours of the commencement of such absence, inform the employer of his inability to attend for duty and, as far as practicable, state the nature of the injury or illness and the estimated duration of the absence.

(iii) He shall prove to the satisfaction of his employer that he was unable on account of such illness or injury to attend for duty on the day or days for which sick leave is claimed.

(iv) He shall not be entitled in any year (whether in the employ of one employer or of several) to leave in excess of 40 hours of working time.

For the purpose of administering paragraph (iv) of this sub-clause, an employer may, within one month of this Determination coming into operation or within two weeks of the employee entering his employment, require an employee to make a sworn declaration or other written statement as to what paid leave of absence he has had from any employer during the then current year; and upon such statement the employer shall be entitled to rely and act.

Single Day Absence.

(b) In the case of an employee who claims to be allowed paid sick leave in accordance with this clause for an absence of one day only such employee if in the year he has already been allowed paid sick leave on more than one occasion for one day only, shall not be entitled to payment for the day claimed unless he produces to the employer a certificate of a duly qualified medical practitioner that in his, the medical practitioner's, opinion the employee was unable to attend for duty on account of personal illness or on account of injury by accident. Nothing in this sub-clause shall limit the employer's rights under sub-clause (a) (iii) hereof.

Cumulative Sick Leave.

(c) Sick leave shall accumulate from year to year so that any balance of the period specified in sub-clause (a) (iv) of this clause 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 hereinbefore prescribed 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 to this sub-clause shall be available to the employee for a period of two years, but for no longer from the end of the year in which it accrues.

Attendance at Hospital, &c.

(d) Notwithstanding anything contained in sub-clause (a) hereof an employee suffering injury through an accident arising out of and in the course of his employment (not being an injury in respect of which he is entitled to workers' compensation) necessitating his attendance during working hours on a doctor, chemist or trained nurse, or at a hospital, shall not suffer any deduction from his pay for the time (not exceeding four hours) so occupied on the day of the accident, and shall be reimbursed by the employer all expenses reasonably incurred in connexion with such attendance.

ANNUAL HOLIDAY.

14. The annual holiday shall be as prescribed by the provisions of the *Factories and Shops (Annual Holidays) Act 1946* (No. 5111), and any amendments which may be made thereto from time to time.

MISCELLANEOUS.

Accommodation and Conveniences.

Boiling Water.

13. (a) (i) Employers shall provide boiling water for employees at meal times.

Drinking Water.

(ii) Employers shall provide for the use of employees in workshops a sufficient supply of wholesome cool drinking water from bubble taps or other suitable drinking fountains.

First-Aid Outfit.

(iii) In each workshop, and at other places where employees are regularly employed, the employer shall provide and continuously maintain, at a place or places reasonably accessible to all employees, an efficient first-aid outfit.

Clause 8 of Chapter 9 of the Regulations under the *Factories and Shops Act 1928* requires that a first-aid ambulance chest shall be kept in some accessible place upon the premises and that such chest shall be equipped and supplied with the following articles:—

Articles.	Quantities to be kept in Ambulance Chest—
Antiseptic solution	1 bottle
Bandages, cotton and gauze	1 dozen assorted sizes
Castor oil	2 oz.
Iodine, tincture of	2 oz.
Manual, first-aid	1
Petrolatum, carbolyzed	1 jar
Picric acid solution, made according to the following recipe or prescription:— 1½ teaspoonfuls of powdered picric acid, 3 oz. of absolute alcohol, and 2 pints of distilled water	1 pint
Pins, safety	1 packet
Sal volatile	6 oz.
Scissors	1 pair
Tourniquet	1
Tweezers	1 pair
Cotton, absorbent	} An adequate assortment
Gauze, sterilized, plain	
Lint, absorbent	
Plaster, adhesive	

Lockers.

(iv) An employer shall at some reasonably convenient place on his premises provide a suitable locker for each employee in his workshop, or hanging facilities which afford reasonable protection for employees' clothes.

Washing and Sanitary Conveniences.

(v) Employers shall provide proper and sufficient washing and sanitary conveniences.

Clothing, Equipment and Tools.

Damage to Clothing and Tools.

(b) (i) Compensation to the extent of the damage sustained shall be made where in the course of the work clothing or tools are damaged or destroyed by fire or molten metal or through the use of corrosive substances. Provided that the employer's liability in respect of tools shall be limited to such tools of trade as are ordinarily required for the performance of the employee's duties.

Gloves.

(ii) Such suitable canvas or leather gloves shall be provided by employers for employees as the foreman and employee may agree.

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

Goggles.

(iii) Suitable mica or other goggles shall be provided by the employer for each employee using emery wheels or where used by more than one employee such goggles shall be sterilized before being used by another employee. An employee when working on emery wheels shall wear the goggles provided for his protection.

Goggles containing celluloid shall not be considered suitable for the purposes of this provision.

Females—Rest Period and Seats.

(c) Female employees shall be allowed a rest period of not less than ten minutes during each day or shift, to be taken during the first or second half of the day or shift as may be decided by a majority of the female employees in a shop.

When requested by employees and where practicable suitable seats shall be provided by the employer for female employees.

SHOP STEWARDS.

16. An employee appointed shop steward in the shop or department in which he is employed shall, upon notification thereof to his employer, be recognized as the accredited representative of the union to which he belongs, and he shall be allowed the necessary time during working hours to interview the employer or his representative on matters affecting employees whom he represents.

RIGHT OF ENTRY OF UNION OFFICIALS.

17. (a) For the purpose of interviewing employees on legitimate union business, a duly accredited union representative shall have the right to enter employers' premises during the midday meal break on the following conditions:—

- (i) That he produces his authority to the gatekeeper or such other person as may be appointed by the employer;
- (ii) That he interviews employees only at places where they are taking their meal;
- (iii) That not more than one representative of each of not more than three unions be on the premises at any one time;
- (iv) That no one representative visit the premises more than once in each week;
- (v) That if any employer alleges that a representative is unduly interfering with his work or is creating dissatisfaction amongst his employees, or is offensive in his methods, or is committing a breach of any of the previous condition, such employer may refuse the right of entry.

Provided that where certain employees are working under a system of shift work which precludes a representative from interviewing them during the midday meal break, the representative shall have the right to enter the employer's premises for the purpose of interviewing such employees at such time and under such conditions as to notice as may be mutually arranged by the representative and the employer.

(b) For the purpose of investigating complaints concerning the application of this Determination, or the employment of females upon work which is alleged to be unsuitable for females, a duly accredited union representative shall be afforded reasonable facilities for entering an employer's workshop or plant during working hours, subject to the following conditions:—

- (i) That he discloses to the employer or his representative the complaint which he desires to investigate;
- (ii) that he makes his investigations in the presence of the employer or his representative (if the employer so desires);
- (iii) that he does not interfere with work proceeding in the workshop or plant;
- (iv) that he conducts himself properly.

(c) A union representative shall be a duly accredited representative of an organization concerned if he be the holder for the time being of a certificate, signed by the general secretary of that organization and bearing the seal of that organization, in the following form, or in a form not materially differing therefrom:—

(Name of organization.)

THIS IS TO CERTIFY THAT _____ is a duly accredited representative of the above-mentioned organization.

General Secretary.

Date—

(SEAL.)

Specimen signature of holder. Strictly not transferable.

TIME AND WAGES BOOK.

18. (a) Each employer shall keep a record from which can be readily ascertained the name of each employee and his occupation, the hours worked each day, and the wages and allowances paid each week.

(b) The time occupied by an employee in filling in any time record or cards or in the making of records shall be treated as time of duty, but this does not apply to checking in or out when entering or leaving the employer's premises.

(c) The time and wages record shall be open for inspection to a duly accredited union official during the usual office hours at the employer's office or other convenient place. Provided that an inspection shall not be demanded unless the secretary of the union or the district secretary or organizer of any division suspects that a breach of the Determination has been committed. Provided also that only one demand for such inspection shall be made in one fortnight at the same establishment.

(d) The official making such inspection shall be entitled to take a copy of entries in a time and wages record relating to the suspected breach of the Determination.

NOTICE BOARD.

19. The employer shall permit a notice board of reasonable dimensions to be erected in a prominent position in his establishment, upon which accredited union representatives shall be permitted to post formal union notices, signed or countersigned by the representative posting same.

Any notice posted on such board not so signed or countersigned may be removed by an accredited union representative or by the employer.

DEFINITIONS.

20. "Confined space" means a compartment, space, or place the dimensions of which necessitate an employee working in a stooped or otherwise cramped position.

- "Sunday" means all time between midnight Saturday and midnight Sunday.
- "Year" means the period between the 1st day of June in each year and the next 31st day of May.
- "File anneal loader" means an adult employee who performs the manual operations incidental to annealing.
- "File bar clipper" means an adult employee who shears bars to multiple lengths in a shearing machine.
- "File chisel whetter" means an adult employee, with not less than one year's experience in the trade, who whets file cutting chisels by hand.
- "File cropper" means an adult employee who crops tangs and points on a cropping machine.
- "File edge grinder" means an adult employee who operates a file edge grinding machine.
- "File grinder—other" means an adult employee who operates a centreless type grinding machine for grinding files.
- "File hardener" means an adult employee who hardens files from a lead pot with or without the aid of a hardening fixture.
- "File inspector—first class" means an adult employee with not less than one year's experience as inspector or cutter engaged on the inspection of cut files.
- "File inspector—other" means an adult employee engaged on the inspection of files or blanks.
- "File point roller" means an adult employee who forges file points on a forging rolls.
- "Hand hammer file forger" means an adult employee who forges tangs and points under a power hammer.
- "Half round or round file grinder" means an adult employee who operates a half round or round double plate grinder.

PAYMENT BY RESULTS.

21. Any system of payment by results now operating may continue subject to the payment of the minimum rates prescribed by the Determination.

BASIC WAGE.

22. The wages rates set out in clause 2 are based upon the following basic wage rates.

Place.	Basic Wage	Index Number Set Assigned.
Victoria—	£ s. d.	
Within 20 miles of G.P.O., Melbourne; 10 miles of G.P.O., Geelong; at Warrnambool; and within Mildura and Gippsland Districts	11 15 0	Melbourne
Yallourn—6s. 6d. in excess of basic wage for Melbourne		
Elsewhere—3s. less than the contemporaneous basic wage for Melbourne		

The wages of adult females, junior females, and male juniors shall be the percentages of the basic wage prescribed for the area in which they are employed, and in addition thereto the additional amount specified in clause 3 of this Determination.

MARGINAL RATES.

23. In addition to the basic wage provided in clause 22 the margins set out in this clause shall be the minimum rates payable to employees therein named :—

Classification.	Margin Per Week.
	<i>s. d.</i>
File chisel whetter	38 0
File inspector—First class	33 0
File inspector (other)—	
(a) First three months' experience as such	22 0
(b) Thereafter	27 0
Automatic file blanking machine operator—	
(a) First three months' experience as such	22 0
(b) Thereafter	33 0
File cutter—	
(a) First three months' experience as such	22 0
(b) Thereafter	33 0
Hand hammer file forger—	
(a) First three months' experience as such	22 0
(b) Thereafter	33 0
File tang roller—	
(a) First three months' experience as such	22 0
(b) Thereafter	33 0
File compound controller	31 6
File edge grinder—	
(a) First three months' experience as such	25 0
(b) Thereafter	31 0
File side grinder—	
(a) First three months' experience as such	25 0
(b) Thereafter	31 0
File hardener—	
(a) First three months' experience as such	22 0
(b) Thereafter	31 0
File point roller—	
(a) First three months' experience as such	22 0
(b) Thereafter	31 0
File bar clipper—	
(a) First three months' experience as such	22 0
(b) Thereafter	28 0
File roll flattener—	
(a) First three months' experience as such	22 0
(b) Thereafter	28 0
File brander—	
(a) First three months' experience as such	22 0
(b) Thereafter	28 0
Half round or round file grinder—	
(a) First three months' experience as such	25 0
(b) Thereafter	27 0
File tang and point trimmer—	
(a) First three months' experience as such	22 0
(b) Thereafter	25 0
File miller—	
(a) First three months' experience as such	22 0
(b) Thereafter	27 0
File acider	27 0
File sand blaster	25 6
Semi automatic hammer file forger	25 0
File straightener (hand)	25 0
File grinder (other)	25 0
File edge setter (machine or hand)	25 0
File stripper (machine or hand)	25 0
File chisel grinder	25 0
File cropper	25 0
File point grinder	25 0
File safe edger	25 0
File tang bluer	25 0
File anneal loader	23 0
File straightener (machine)	22 0
File counter	22 0
File drier	22 0
File oiler	22 0
File pasteur	22 0
File ringer	22 0
Other employees with not less than three months' experience in this industry	9 0
All others	3 0

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

J. W. RYAN, Secretary.

Melbourne, 23rd September, 1953.

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PHYSICS DEPARTMENT

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