



VICTORIA
GOVERNMENT GAZETTE.

Published by Authority.

[Registered at the General Post Office, Melbourne, for transmission by post as a newspaper.]

No. 224]

MONDAY, APRIL 12.

[1954

Factories and Shops Acts.

DETERMINATION OF THE BOARDINGHOUSES BOARD.

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

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which since the 30th June, 1925, has had the power "to determine the lowest prices or rates which may be paid to any persons employed in Boarding-houses with accommodation for four or more boarders" has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence in February, 1954, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

APPRENTICES OR IMPROVERS.

Wages per Week of 40 Hours.

	Males.		Females.	
	Percentage of Basic Wage.	Wages Per Week.	Percentage of Female Basic Wage.	Wages Per Week.
		<i>s. d.</i>		<i>s. d.</i>
16 years of age and under	45	107 0	51	91 0
17 years of age	52	124 0	60	107 0
18 years of age	59	140 6	63	112 6
19 years of age	70	166 6	67	119 6
20 years of age	91	216 6	75	134 0

PROPORTION (IN ANY PLACE).

MALES OR FEMALES.

Apprentices.

One apprentice to every three or fraction of three workers receiving not less than the minimum wage.

Improvers.

One improver to every four or fraction of four workers receiving not less than the minimum wage.

2.—continued.

OTHER EMPLOYEES.	WAGES PER WEEK OF 40 HOURS.	
	*Minimum Wage, without Board and Lodging.	
	Metropolitan District; the Cities of Ballarat, Bendigo, Geelong, Geelong West, Sandringham, Warrnambool, and of Newtown and Chilwell, and the Boroughs of Eaglehawk and Sebastopol.	All other Parts of Victoria.
	s. d.	s. d.
<i>Males.</i>		
Porter	255 0	252 0
Head Waiter	265 0	262 0
Other Waiters	255 0	252 0
First Cook, where the number of persons employed in the kitchen is eight or more	305 0	302 0
Five, six or seven	295 0	292 0
Three or four	277 0	274 0
Two or less	271 0	268 0
Second Cook, where the number of persons employed in the kitchen is eight or more	287 6	284 6
Five, six, or seven	277 6	274 6
Other Second Cooks	265 0	262 0
Sweets Cook	267 0	264 0
Grill, Relieving, or Assistant Cook	265 0	262 0
Pantryman or Kitchenman	255 0	252 0
Persons not otherwise provided for	255 0	252 0
<i>Females.</i>		
Housekeeper	201 6	198 6
Laundress	191 6	188 6
Housemaid, Parlourmaid, or General	187 6	184 6
Head Waitress	191 6	188 6
Other Waitresses	187 6	184 6
First Cook	212 6	209 6
Second Cooks	206 6	203 6
Sweets Cook	207 6	204 6
Grills, Relieving, or Assistant Cook	206 6	203 6
Pantrymaid or Kitchenmaid	187 6	184 6
Persons not otherwise provided for	187 6	184 6

* Except in the case of an apprentice or an improver, the minimum wage shall be, where the employer—
 (a) boards the employee with three meals per day, 30s. per week less, or
 (b) boards and lodges the employee, 47s. per week less.

NOTE.—A copy of this Determination shall be displayed at or near the entrance of every establishment where the Determination of this Wages Board applies.

Under the provisions of Section 7 of the Factories and Shops Act 1936 (No. 4461) every employer of any employee in any Boarding-house is required to keep a time-book or other record in the prescribed form wherein each employee shall enter daily a record of the hours worked.

HOURS.

3. The number of hours to constitute an ordinary week's work shall be 40.

TERMS OF EMPLOYMENT.

- 4. (a) Employees (other than casual employees) shall be engaged by the week and paid by the week.
- (b) Employees (other than casual employees) ready, willing and available to perform such work as the employer shall from time to time require on the days and during the hours usually worked by the class of employee affected, shall have no deduction made from the weekly wages prescribed except for time lost through sickness (*vide* clause 11, Sick Leave) or absence from work without permission of the employer.
- (c) The provisions of sub-clauses (a) and (b) hereof shall not apply if there is a stoppage of work for which the employer cannot reasonably be held responsible through any strike, breakdown of machinery, or other cause, proof of which shall be on the employer.

TERMINATION OF EMPLOYMENT.

5. Employees (other than casual employees) shall except in a case of misconduct by either employer or employee, give or receive two days' notice of termination of employment, or in lieu of such two days' notice one third of the weekly rate fixed for the class of work performed by the employee shall be paid by the employer or forfeited by the employee, but such notice shall not be required from an employee who terminates employment because of his or her illness or injury.

CASUAL LABOUR.

6. Casual employees, i.e., persons employed for not more than one half the number of hours fixed for an ordinary week's work shall be paid at the rate of time and a half.

OVERTIME.

- 7. The following rates shall be paid for all work done :—

(i) outside a spread of 12 hours per day	Double time	} Calculated on the full rate, i.e., the rate fixed before deducting board and lodging.
(ii) in excess of 9 hours per day within a spread of 12 hours or in excess of 40 hours in any one week	Time and a half	

SPECIAL RATES FOR HOLIDAYS.

8. The special rate payable to persons for work done on Christmas Day, Boxing Day, New Year's Day, Australia Day, Labour Day, Anzac Day, Good Friday, Easter Monday, Melbourne Cup Day, (within the Metropolitan District as defined in the Factories and Shops Act and the Orders in Council thereunder) and Queen's Birthday, shall be double time, calculated on the rates fixed before deducting board and lodging; but if any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays, the special rate shall only be payable on the day so substituted.

8A. In connexion with the visit to Australia of Her Majesty Queen Elizabeth II., where a public holiday or public half-holiday is proclaimed by Order in Council throughout any municipality or part thereof, or within any defined area, such public holiday or public half-holiday shall, so far as such municipality or part thereof, or such defined area is concerned, be deemed to be included in the list of holidays prescribed in clause 8 hereof.

Provided that an employee who fails to attend for work on the working day before and/or after such public holiday or public half-holiday without reasonable excuse shall not be entitled to be paid for such public holiday or public half-holiday.

SPECIAL RATE FOR SUNDAY.

9. All work done on Sunday within an employees ordinary week's work of 40 hours shall be paid for at the rate of time and a half.

ANNUAL HOLIDAY.

10. The annual holiday shall be as prescribed by the provisions of the *Factories and Shops (Annual Holidays) Act 1946*, and any amendment which may be made thereto from time to time.

SICK LEAVE.

11. (a) Any employee who has been in the employment of the same employer for a period of not less than six months and who does not attend for duty shall lose his or her pay for the actual time lost unless such employee produces or forwards within 24 hours of the commencement of such absence evidence satisfactory to the employer that his or her non-attendance was due to personal ill-health or accident necessitating such absence, but such employee shall not be entitled to payment for non-attendance on the ground of personal ill-health or accident for more than 40 hours of working time in each year of service or a proportionately less time during any shorter period of employment.

(b) Notwithstanding the provisions of sub-clause (a) hereof, if the full period of sick leave as prescribed above is not taken in any year, such portion as is not taken shall be cumulative from year to year up to a period not exceeding 120 hours of working time, which shall be the maximum amount of leave to which an employee shall be entitled in any year of service without deduction of pay.

For the purposes of this sub-clause, service prior to the 1st September, 1948, shall be disregarded.

ROSTERED DAY OFF.

12. (a) An employee required to work on his or her rostered day off shall be paid at the rate of time and a half.
(b) An employee shall not be required to take his or her rostered day off on a holiday prescribed in clause 8.

PAYMENT FOR TRANSPORT.

13. Where an employee is engaged for a country or a seaside boardinghouse, and has to travel 20 miles or more to take up service, he or she shall be paid for his or her transport both ways if—

(a) he or she serves with satisfaction to his or her employer for four weeks; and
(b) is willing to complete the full period of his or her engagement.

UNIFORMS.

14. Where any female employee is required by the employer to wear a special uniform (other than a black, white, or black and white dress, white apron and cap) such uniform shall be provided and laundered by the employer.

UNION OFFICIALS RIGHT OF ENTRY.

15. Any official of the Federated Liquor and Allied Trades Employees Trades Union of Australasia or the Victorian Chamber of Catering Industries authorized in writing by the Secretary for Labour shall have the right to enter any establishment or premises covered by this Determination in order to inspect time-sheets and to interview employees on any matter connected with their employment. Such accredited official before entering such establishment or premises shall produce the authority in writing mentioned on a demand by the employer or his representative for such production.

DEFINITION.

16. "Sweets Cook" shall include any person manufacturing cakes or pastry for meals supplied by the employer.

PERIODICAL ADJUSTMENT OF WAGES.

17. The Wages Rates for "Other Employees (Males)" set out in clause 2 are based upon the following basic wage rate and, pursuant to the provisions of section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rate shall be automatically adjusted as prescribed by clause 18.

Basic Wage.

Place.	Basic Wage (Adjustable).	Index Number Set Assigned.
	Per Week. £ s. d.	
Throughout the State	11 18 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

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

(b) Until the beginning of the first pay period to commence in May, 1954, the amount of the basic wage shall be as prescribed in clause 17.

(c) During each future successive period beginning with the first pay period to commence in a May, an August a November, or a February, the amount of the basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's "all items" retail price index number by the factor .103 taken to one place of decimals the resultant whole number being the amount of the basic wage expressed in shillings, but should the decimal number reach .5 or more the basic wage shall be taken to the next higher shilling.

(d) The wages rates for adult females are based on a basic wage being 75 per cent. of the basic wage for adult males calculated to the nearest 6d., half or less than half of 6d. to be disregarded. The wages rates for adult females shall be adjusted by increasing or decreasing such rates by the amount of the difference from time to time in the said basic wage for females.

(e) The wages of apprentices or improvers shall be the appropriate percentages as set out in clause 2. Such wages shall be calculated to the nearest 6d., half or less than half of 6d. to be disregarded.

(f) The rates for board and lodging for adults shall be increased or decreased by One shilling for every Five shillings per week alteration in the basic wage for Melbourne.

Table.

Deductions for Board and Lodging.										Basic Wage.				
<i>s. d.</i>										<i>s. d.</i>		<i>s. d.</i>		
40	0	199	0	to	203	0
41	0	204	0	to	208	0
42	0	209	0	to	213	0
43	0	214	0	to	218	0
44	0	219	0	to	223	0
45	0	224	0	to	228	0
46	0	229	0	to	233	0
47	0	234	0	to	238	0
48	0	239	0	to	243	0
49	0	244	0	to	248	0
50	0	249	0	to	253	0

Any extension of this table must be of the same construction as the table.

P. A. RANGLES, J.P., Chairman.
J. V. WILLOX, Secretary.

Melbourne, 2nd February, 1954.