VICTORIA

GOVERNMENT GAZETTE.

Published by Authority.

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

No. 626] **FRIDAY, JUNE 25.** **[1954**

Factories and Shops Acts.

DETERMINATION OF THE TEA PACKING 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 prices or rates which may be paid to any person or persons or classes of persons (other than persons subject to the Determination of the Grocers Board) employed either inside or outside a factory or work-room, in the process, trade, or business of preparing tea, coffee, cocoa, or chocolate for trade or sale, including blending, weighing, filling packets, wrapping, packing, or labelling", has made the following Determination, namely :—

1. That on the 1st April, 1954, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2. WAGES.

APPRENTICES OR IMPROVERS.

—	Males.		Females.	
	Percentage of Basic Wage.	Per Week. s. d.	Percentage of Female Basic Wage.	Per Week. s. d.
14 years	23	54 6	..	..
15 years	30	71 6	42	75 0
16 years	35	83 6	47	84 0
17 years	45	107 0	56	100 0
18 years	56	133 6	67	119 6
19 years	63	150 0	74	132 0
20 years	81	193 0	85	151 6

PROPORTION (within any factory or place).

Apprentices.

One male apprentice to every three or fraction of three male workers receiving at wages rates or piece-work prices not less than 262s. 6d. per week.

One female apprentice to every three or fraction of three female workers receiving at wages rates or piece-work prices not less than 190s. per week.

Improvers.

One male improver to every three or fraction of three male workers receiving at wages rates or piece-work prices not less than 262s. 6d. per week.

One female improver to every three or fraction of three female workers receiving not less than 190s. per week.

ADULTS.

Males.

	Per Week. s. d.
Foreman	280 0
Headman	271 9
All other adult males	262 6

Females.

Headwoman	207 6
All other adult females	190 0

HOURS OF WORK.

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

TIME OF BEGINNING AND ENDING WORK.

4.

Time of Beginning.	Time of Ending.
7.30 a.m.	12 noon on Saturdays.
7.30 a.m.	5.30 p.m. on each of the other five working days of the week.

OVERTIME.

5. Overtime shall be paid for as follows :—

(a) Within the hours provided in clause 4 in excess of the number of hours fixed for an ordinary week's work—time and a half.

(b) Outside the hours provided in clause 4—time and a half for the first two hours and double time thereafter.

HOLIDAYS.

6. Employees shall be granted the following holidays without deduction of pay :—New Year's Day, Australia Day, Union Picnic Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, Anzac Day, Queen's Birthday, Christmas Day, and Boxing Day, and within the Metropolitan District as defined in the Factories and Shops Acts, Melbourne Cup Day; but if any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays this provision shall apply only to the day so substituted.

SPECIAL RATES.

7. Double time shall be the special rate for all work done on Sundays, New Years' Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, Queen's Birthday, Christmas Day, and Boxing Day, and within the Metropolitan District as defined in the Factories and Shops Acts, Melbourne Cup Day; but if any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays, the special rate shall only be payable for work done on the day so substituted.

TERMINATION OF EMPLOYMENT.

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

SICK LEAVE.

9. (a) Any employee who, having had at least three months' service with the same employer, is absent from duty as a result of personal ill health or accident shall be entitled to sick pay as follows :—

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

Provided that in either case such employee produces or forwards within 48 hours of the commencement of such absence evidence satisfactory to the employer that his or her non-attendance was due to personal ill health or accident necessitating such absence.

(b) If the full period of sick leave as prescribed above is not taken in any year such portion as is not taken shall be cumulative from year to year up to a period not exceeding the equivalent of 120 hours' ordinary pay, which shall be the maximum amount of leave to which an employee may be entitled in any year of service without deduction of pay.

ANNUAL HOLIDAYS.

10. 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.

PAY DAY.

11. Employees shall be paid on a day not later than Thursday in each week and during working hours.

POSTING OF DETERMINATION.

12. A copy of this Determination shall be posted in a conspicuous place at or near the entrance of each floor in a building if any employees are employed on such floor at any work covered by this Determination.

REST PERIOD.

13. An interval of ten minutes each morning and afternoon shall be given as a rest period to all employees, and shall be counted as time worked.

TEA MONEY.

14. Any employee required to work overtime for a period in excess of one hour after the time fixed for ending work shall be allowed four shillings tea money in addition to overtime rates as prescribed in this Determination.

MIXED FUNCTIONS.

15. 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 engaged for less than half of one day or shift, he shall be paid the higher rate for the time so worked.

PROTECTIVE CLOTHING.

16. An employee, with not less than one month's service with the same employer, shall be provided with one pair of overalls per year by the employer, free of cost to the employee. Employees receiving, stacking or blending shall, in lieu of overalls, be supplied with a leather apron. Such overalls or aprons shall remain the property of the employer.

DEFINITIONS.

17. "Foreman" means a person held directly responsible by the employer for the carrying out of the work, and who has the charge and direction of the employees.

"Headman or Headwoman" means a person on a floor who directs other employees in their work and who is held responsible for work done on that floor notwithstanding he or she may be under the orders or take instructions from the foreman.

PERIODICAL ADJUSTMENT OF WAGES.

18. The wages rates for adult males set out in clause 2 are based upon the following basic wage, and, pursuant to the provisions of section 21 of the *Factories and Shops Act* 1934, the Board hereby determines that such rates shall be automatically adjusted as prescribed by clause 19.

Basic Wage.

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

ADJUSTMENT OF BASIC WAGE.

19. (*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 18.

(*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 and 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.

P. A. RANDLES, J.P., Chairman.

J. V. WILLOX, Secretary.

Melbourne, 26th March, 1954.

By Authority: W. M. HOUSTON, Government Printer, Melbourne.

VICTORIA

GOVERNMENT GAZETTE.

Published by Authority.

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

No. 627] **FRIDAY, JUNE 25.** **[1954**

Factories and Shops Acts.

DETERMINATION OF THE TOTALIZATOR EMPLOYEES BOARD.

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 prices or rates which may be paid to any person or persons, or classes of persons, employed in or in connexion with the operation of a totalizator on a racecourse in connexion with a race meeting, other than persons employed in the mechanical maintenance of such totalizator"

has made the following Determination, namely:—

1. That as from the 19th May, 1954, the last previous Determination of this Board, as amended by a Determination of the Industrial Appeals Court, shall be revoked and replaced by this Determination.

WAGES AND HOURS OF DUTY.

2. *Note.*—The hours prescribed in column lettered "B" are the ordinary commencing times prior to the advertised hour of starting of the first race, and the hours prescribed in column lettered "C" are the ordinary finishing times after the time of starting of the last race.

(*a*) Classification.	Wages per Meeting. "A."	Hours of Duty. "B."	Hours of Duty. "C."
Males.	*s. d.*	Hours.	Hours.
Supervisor "A" grade control	125 0	3	3
Supervisor "B" grade	125 0	2	1½
Supervisor "C" grade	113 0	2	1½
Supervisor "D" grade	101 0	2	1½
Supervisor "E" grade control	95 0	2	1½
Banker "A" grade control	132 0	3	3
Banker "B" grade	106 0	2	2
Accountant	83 4	1½	1½
Dividend payer (late dividends)	84 4	½	¾
Dividend payer (other)	72 4	½	¾
Cashier assisting banker	70 10	¾	1
Cashier (other)	57 4	¾	½
Banker's assistant	72 4	1	1
Dividend calculator	62 4	¼	¼
Runner	57 4	½	1
Ticket canceller	57 4	½	1
Provided that any supervisor employed in a house in the Members' enclosure on any racecourse shall receive not less than the rate prescribed for a supervisor "C" grade.			
Females.			
Accountant	68 3	1½	1½
Ticket checker	56 3	¼	1½
Seller	52 9	¾	¼
Comptometer Operator	43 9	¼	¼
Ticket paper distributor	38 9	1	¼
Control office attendant	43 9	1	½
Ticket canceller	43 9	½	1

(*b*) In addition to the appropriate rate prescribed in sub-clause (*a*) hereof, an employee who is required to work on any race day in connexion with pre-sales shall receive an allowance of 12s. 6d.

(*c*) Any person directed to work beyond the hours prescribed in column "C" shall receive payment as follows:—

Males at the rate of 15s. per hour; .. } calculated to the nearest quarter of an hour.
Females at the rate of 12s. per hour .. }

No. 627.—4677/54.—PRICE 6D.

ADDITIONAL AMOUNTS.

3. (*a*) The following amount or amounts shall be payable for work done within a radius of ten miles of the General Post Office, Melbourne, in addition to the appropriate wages rate prescribed in clause 2.

—	Additional Amount.
	s. d.
(i) Dividend payer (late dividends)—who is required to make payments in connexion with a meeting held on some previous day or days ..	10 0
(ii) For work done in connexion with each race on a program in excess of seven :—	
Males.	
Banker "A" grade ..	7 6
Banker "B" grade ..	7 6
Accountant ..	6 0
Dividend payer (late dividends)	7 6
Dividend payer (other)	7 6
Cashier assisting banker	5 0
Cashier (other)	5 0
Banker's assistant	5 0
Dividend calculator	6 0
Females.	
Accountant ..	5 6
Seller	5 6
Checker	5 6

(*b*) Employees engaged at work outside the area prescribed in sub-clause (*a*) hereof shall be paid the additional amounts prescribed in placitum (ii) of such sub-clause for work done in connexion with each race in excess of eight.

RATE PAYABLE IN THE CASE OF A POSTPONEMENT OR ABANDONMENT OF A MEETING WITHIN TEN MILES OF THE GENERAL POST OFFICE, MELBOURNE.

4. (*a*) An employee reporting for duty at the racecourse or the central office of the employer, shall, unless a public announcement is made in the press or by radio not later than four hours prior to the advertised time of starting of the first race in the cases of the Supervisor "A" grade—control and the Banker "A" grade, and two hours prior to the said advertised time in the case of any other employee, that the race or trotting meeting has been postponed or cancelled, be entitled to receive payment of one half the appropriate amount prescribed for a meeting of seven races.

(*b*) In the event of a race or trotting meeting being cancelled or postponed after the commencement of the scheduled program for the day an employee shall be entitled to be paid the appropriate amount prescribed for a full meeting on such day.

PAYMENT FOR AN EMERGENCY NOT RECEIVING AN ENGAGEMENT.

5. An employee who, following on instructions from the employer, reports as an emergency but does not receive an engagement shall be paid One pound in the case of a male and Fifteen shillings in the case of a female.

EMPLOYEE FORCED TO LEAVE DUTY OWING TO ILLNESS.

6. An employee who is forced to leave duty through illness before the completion of his or her engagement shall be entitled to receive payment of the appropriate rate prescribed for a meeting of seven races on that day. Provided that if the House Supervisor is not satisfied as to the illness of the employee he may obtain an opinion from a qualified Medical Practitioner in regard thereto.

FARE ALLOWANCE.

7. An employee engaged for duty on a racecourse within ten miles of the General Post Office, Melbourne, shall be entitled to the amount represented by the cost of the 1st class return railway fare between Flinders-street Railway Station and the nearest railway station to that racecourse.

TRANSPORT TO AND FROM COUNTRY MEETINGS.

8. The employer shall provide adequate transport to and from the course for all employees engaged for a meeting on any racecourse outside a radius of 10 miles of the General Post Office, Melbourne.

MEAL ALLOWANCES FOR COUNTRY MEETINGS.

9. Meal allowances shall be paid to all employees on country racecourses as follows :—

For meetings outside a radius of 10 miles and within a radius of 25 miles of the General Post Office, Melbourne—Lunch allowance 5s.

For meetings outside the said radius—Lunch allowance 5s., and—Dinner allowance 6s.

TEA MONEY.

10. An employee not included in clause 9 hereof required to work one hour or more after the usual time of ceasing duty shall be allowed a meal allowance of 5s.

CLOTHING ALLOWANCE.

11. A seller shall receive 6d. per day as a clothing allowance.

HIGHER DUTIES ALLOWANCE.

12. An employee called upon to perform duties of a higher grade during the currency of any engagement shall be paid the appropriate higher amount herein prescribed for such higher grade for the whole of such engagement.

PAYMENT OF WAGES.

13. Each employee shall be paid his or her wages (other than overtime) not later than the time during which the last race is run on any day.

TRANSPORT DURING EMERGENCY CONDITIONS.

14. Reasonable transport free of cost to the employees rostered for duty on any occasion when normal public transport (i.e., rail and/or tram services) is not operative, shall be provided from points to be nominated by the employer. Provided that if an employee with the consent of the employer provides a car to transport himself or herself or other members of the staff rostered for duty he or she shall be entitled to such allowance as may be agreed upon for each mile that each such car necessarily travels from and to the employee's home and the racecourse.

TRANSPORT FOR EMERGENCY WORKERS AND DETAINED STAFF.

15. An employee required to report as an emergency at the Flemington racecourse and whose services are not required for the day shall, after being paid off be entitled, should he or she so require, be provided with transport to the nearest operating public transport system. An employee detained at Flemington after public transport to the course for that day has ceased shall be entitled to be transported to the nearest operating public transport system.

An employee detained at the Royal Agricultural Showgrounds after the last connecting public transport to enable him or her to reach his or her home by such means has ceased for the day, shall be provided with transport to such home free of cost to such employee.

For the purposes of this provision "detained" shall be deemed to mean "required to complete some duty after his or her normal finishing hour".

MEAL INTERVAL.

16. An employee who is required to report for duty one hour or more before the normal time for the commencement of duty shall be allowed an interval of not less than half an hour if a reasonable place in which a meal may be consumed is provided, or an interval of three quarters of an hour in any other case between the hours of noon and 2 p.m., except on a pre-sales day on which the interval shall be not less than half an hour between the hours of 11 a.m. and 1 p.m.

RECEPTACLE FOR KEEPING MONEY.

17. Each ticket machine operator shall be provided with a covered receptacle for the security of money.

TIME OFF FOR ANNUAL HOLIDAYS.

18. An employee who desires to take annual holidays shall, provided he or she has given at least one week's notice of his or her intention, be entitled to be absent from duty on any meetings that may be held between two consecutive Saturdays, and inclusive of such Saturdays.

ANNUAL HOLIDAY.

19. The provisions of the *Factories and Shops (Annual Holidays) Act* 1946, No. 5111, and any amendments that may be made thereto from time to time, shall apply.

NOTICE BOARD.

20. A notice board for exhibition of notices by an official of the employees' organization shall be provided and maintained by the employer in a suitable place on each house on each racecourse.

PRESERVATION OF EXISTING CONDITIONS.

21. Except in so far as altered expressly or by necessary implication by the provisions of this Determination, all existing privileges and conditions shall continue.

DEFINITIONS.

22. Supervisor "A" grade—Control means the supervisor who is responsible for the obtaining of information (including scratchings, and dividends) and the conveyance of same to all other houses on the course.

Supervisor "B" grade means a supervisor with 71 employees or more under his control or superintendence.

Supervisor "C" grade means a supervisor with from 36 to 70 employees under his control or superintendence.

Supervisor "D" grade means a supervisor with from 20 to 35 employees under his control or superintendence.

Supervisor "E" grade means a supervisor with less than 20 employees under his control or superintendence.

Banker "A" grade means the control banker on any course.

Banker "B" grade means any banker other than one defined as "A" grade, or a supervisor who also carries out the duties of a banker.

ADJUSTMENT OF WAGES.

23. The wages rates set out in clause 2 are based upon the following basic wage group table and, pursuant to the provisions of section 21 of the *Factories and Shops Act*, 1934, the Board hereby determines that such rates shall be automatically adjusted quarterly following any increase or decrease, as the case may be, in the basic wage ascertained in accordance with the "Commonwealth Statisticians 'all items' retail price index numbers" set assigned for Melbourne when such increase or decrease is sufficient to move the basic wage, as so ascertained, into any other basic wage group of the said table.

Basic Wage Group Table.

(Original group, 237s. to 241s.)

Basic Wage Group.	Amount of Increase.		Amount of Decrease.	
	Males.	Females.	Males.	Females.
s.–s.	*s. d.*	*s. d.*	*s. d.*	*s. d.*
222–226	..	..	3 0	2 3
227–231	..	..	2 0	1 6
232–236	..	..	1 0	0 9
237–241	No change	No change	No change	No change
242–246	1 0	0 9	..	..
247–251	2 0	1 6	..	..
252–256	3 0	2 3	..	..

Note.—Any extension of this table shall be of the same construction as the table.

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

J. W. RYAN, Secretary.

Melbourne, 4th May, 1954.

By Authority: W. M. HOUSTON, Government Printer, Melbourne.