



# VICTORIA GOVERNMENT GAZETTE.

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Factories and Shops Acts.

## DETERMINATION OF THE GLUE AND GELATINE 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 employed in the trade of manufacturing glue and gelatine" has made the following Determination, namely:—

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

2.

ADULT MALES.

	Per Week.
	£ s. d.
<i>Gelatine and Glue.</i>	
1. Men working in raw material stores .. .. .	13 2 6
2. Men working raw materials cutting machine .. .. .	13 3 6
3. Men in charge of and actually washing raw material and/or preparing limes and/or working at trotter plant .. .. .	13 8 6
4. Men assisting at washing raw material and/or preparing limes and working at trotter plants .. .. .	13 2 6
5. Men working at lime pits .. .. .	13 8 6
6. Men in charge of and actually operating dollies .. .. .	13 12 6
7. Men assisting in dolly shed .. .. .	13 3 6
8. Men in charge of and actually working at boiling pans .. .. .	13 8 6
9. Men assisting in boiling shed .. .. .	13 2 6
10. Men in charge of and actually working at vacuum evaporators, bone kettles, gelatine and/or glue, filters, Sharples, centrifugals, concentrated liquor vats, and coolers .. .. .	13 12 6
11. Men assisting (including emptying collars) .. .. .	13 2 6
12. Men operating gelatine and/or glue cutters .. .. .	13 6 6
13. Men assisting .. .. .	13 2 6
14. Men in charge of and actually operating Cube Drying Plant .. .. .	13 10 6
15. Men assisting .. .. .	13 2 6
16. Men working at other drying plants .. .. .	13 2 6
17. Men engaged at gelatine and/or glue grinding .. .. .	13 3 6
18. Men engaged in treating frames .. .. .	13 2 6
19. Men engaged in assembling and repairing frames .. .. .	13 2 6
20. Blenders—Gelatine and/or glue .. .. .	13 8 6
21. Gelatine and/or glue store hands .. .. .	13 3 6
22. Men in charge of and actually working at scutching pans, hydraulic presses, grease pans, grease filters and seeding tanks, and washing trotter bones .. .. .	13 8 6
23. Men assisting .. .. .	13 2 6
24. Men working in roller driers and associated grinders .. .. .	13 3 6
25. Men in charge of and actually working at vegetable and prepared glue vats .. .. .	13 8 6
26. Men assisting and store hands including calves feet jelly .. .. .	13 3 6
27. Men operating residue driers .. .. .	13 10 6
28. Men crushing and/or bagging dried residues .. .. .	13 3 6
29. Men receiving and passing on bones .. .. .	13 8 6
30. Men actually operating de-greasing plant .. .. .	13 12 6
31. Men assisting at de-greasing plant and bone polishing .. .. .	13 3 6
32. Men engaged in washing and neutralizing vats .. .. .	13 6 6
33. Men engaged in crushing bone residues .. .. .	13 3 6
34. Men in charge of and actually operating pearl plant .. .. .	13 10 6
35. Men assisting .. .. .	13 2 6
36. Men assisting in laboratory work .. .. .	13 6 6
37. Men not elsewhere included .. .. .	12 6 6
38. Men employed actually emptying sewers, settling pits, and cleaning sewers shall be paid at the rate of 1s. per hour in addition to their ordinary or overtime rate whilst engaged on such work .. .. .	..
39. Men engaged skimming settling pits, shall be paid at the rate of 6d. per hour in addition to their ordinary overtime rate whilst engaged on such work .. .. .	..
40. Men employed cleaning or scraping the inside of booby tanks or digestors shall be paid at the rate of 6d. per hour in addition to their ordinary or overtime rate whilst engaged on such work .. .. .	..

## ADULT MALES—continued.

	Per Week.
	£ s. d.
<i>Agar Agar.</i>	
1. Men in charge of and actually washing raw materials and seaweed .. .. .	13 8 6
2. Men assisting .. .. .	13 2 6
3. Men in charge of and actually working at boiling vats .. .. .	13 8 6
4. Men assisting in boiling shed .. .. .	13 2 6
5. Men in charge of and actually working at vacuum evaporators, agar agar filters, Sharples, centrifugals, concentrated liquor vats, and coolers .. .. .	13 12 6
6. Men assisting including emptying coolers .. .. .	13 2 6
7. Men operating agar agar cutters .. .. .	13 6 6
8. Men assisting .. .. .	13 2 6
9. Men engaged at agar agar freezing plant .. .. .	13 6 6
10. Men engaged sawing frozen agar agar .. .. .	13 3 6
11. Men working at Infra-red drying plant .. .. .	13 12 6
12. Men working at other drying plants .. .. .	13 2 6
13. Men engaged at spreading and stripping agar agar .. .. .	13 2 6
14. Men engaged at agar agar grinding, and milling, store hands .. .. .	13 3 6
15. Men not elsewhere included .. .. .	12 6 6
16. Men employed actually emptying sewers, settling pits, and cleaning sewers shall be paid at the rate of 1s. per hour in addition to their ordinary or overtime rate whilst engaged on such work .. .. .	..
<b>ADULT FEMALES.</b>	
Adult female employees—	
after three month's experience in the industry .. .. .	9 11 0
of less than three months but more than one month's experience in the industry .. .. .	9 5 0
of less than one month's employment in the industry .. .. .	8 17 6
<b>JUNIORS.</b>	
<i>Males.</i>	
Under 16 years of age .. .. .	4 18 6
16 and under 17 years of age .. .. .	6 3 3
17 and under 18 years of age .. .. .	7 8 0
18 and under 19 years of age .. .. .	8 12 6
19 and under 20 years of age .. .. .	9 17 3
20 and under 21 years of age .. .. .	11 1 9
<i>Females.</i>	
Under 16 years of age .. .. .	4 3 3
16 and under 17 years of age .. .. .	5 6 3
17 and under 18 years of age .. .. .	6 4 9
18 and under 19 years of age .. .. .	6 18 9
19 and under 20 years of age .. .. .	7 17 3
20 and under 21 years of age .. .. .	8 11 0

Provided that a junior female after three years' experience in the industry shall be paid the full adult rate prescribed in Clause 2.

## DEFINITIONS.

3. (a) "Federation" means the Australian Leather and Allied Trades Employees Federation.

(b) "Double time rates" or "rate of double time" shall mean when applicable to ordinary or shift hours of work on a week-day, holiday or Sunday, the ordinary hour rate payable as part of the weekly wage, and in addition, a rate equal to such ordinary hour rate; when applicable to hours worked outside the ordinary or shift hours on the days mentioned or in excess of 40 hours per week or 160 hours per twenty-eight consecutive days, the terms shall mean twice such ordinary rate.

(c) "Casual worker" means an employee (other than a regular employee) employed by the day.

## CONTRACT OF EMPLOYMENT.

4. (a) Employees other than casual workers shall be employed by the week. To be entitled to the week's pay a regular day employee must be ready, willing and available to work during his ordinary working hours.

In order to terminate the employment, one week's notice shall be given to terminate on any day with payment to day of termination or in lieu of notice one week's pay shall be paid or deducted, unless such dismissal is for wilful failure to attend for duty, malingering, misconduct or neglect of duty. Provided, however, that in the event of a stoppage through breakdown of machinery or any other cause for which the employer cannot be held responsible, the employer may on any day notify any employee that his service shall not be required on the following day or days and the employee's employment shall be temporarily terminated accordingly, and he shall not be entitled to be paid for the time not worked.

(b) To meet emergencies, any employer may engage a casual employee for a day or more on paying extra wages calculated at the rate of 10 per cent. higher than those prescribed for similar work. Such an employee shall not be paid for a holiday occurring during any week he is employed.

(c) 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 working on afternoon and night shifts only at the date of such interferences 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.
- (d) 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 purpose 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.

#### MIXED FUNCTIONS.

5. Where an employee is engaged on any day on mixed functions or on work carrying a higher rate of pay than his ordinary classification, he shall be paid at the higher rate for the time so worked on such higher classification. If the aggregate hours worked by an employee on such higher classification exceed 16 in the week, he shall be paid at the higher rate for the week.

#### JUNIOR LABOUR.

6. (a) An employer may employ juniors in any capacity except as hereunder provided that the proportion of juniors to adults employed in any department in the works, except that of laying out and packing gelatine, glue or agar agar, shall not exceed one to two, and provided that the proportion of juniors to adults employed in the whole works with the exception of the department of laying out and packing gelatine, glue or agar agar does not exceed one to three.

(b) Where a junior is engaged he shall, if the employer requires it, furnish a certificate or statutory declaration as to his age, and the employer may rely on such certificate or declaration until, or unless, he has notice of its inaccuracy.

(c) No juniors shall, except where it has been the custom of the employer to so employ them, be employed on any machine.

#### HOURS OF WORK.

7. The ordinary hours of employment shall be 40 per week. Not more than 8 hours shall be worked in any one day without payment for overtime, between 7 a.m. and 5 p.m. on Monday to Friday inclusive.

#### MEAL TIMES.

8. (a) The break for midday meals shall be not less than 30 minutes nor more than 45 minutes to be taken between 11.30 a.m. and 1 p.m.

(b) The starting and finishing times for meals shall not be altered except by agreement between the employer and his employees.

(c) An employee shall not be compelled to work for more than five and a half hours without a break for a meal.

(d) For work done during meal hours and thereafter until a meal-hour break is allowed, double time shall be paid.

#### SHIFT WORK

9. (a) In this clause "first or day shift" means any shift commencing at 6 a.m. or the first shift commencing thereafter.

(b) The ordinary hours of shift workers shall not exceed 160 hours in 28 consecutive days, provided that no more than 40 hours may be worked in any week without payment for overtime.

(c) The time of commencing and finishing shift shall be fixed by agreement between the employer and his employees.

(d) A shift worker shall not be compelled to work for more than five hours without a crib time being allowed.

(e) Shift workers shall have crib time of twenty minutes without deduction of pay to be taken at a time suitable to the process upon which he is engaged.

(f) Shift workers on the first or day shift shall be paid at ordinary time rates.

Shift workers on the second and or third shift shall be paid 7½ per centum more than the ordinary rates for such shift.

(g) No junior male under the age of eighteen years shall work on the night shift.

(h) No female shall be employed on shift work.

(i) A shift worker who during a period of engagement on shift works only on the night shift and without some regular rotation with some other shift or with day work, shall be paid at the rate of time and a quarter for all time worked during his ordinary working hours.

(j) Shift workers whilst working on holidays prescribed by clause 12 of this Determination shall be paid at the rate of ordinary time, provided that such shift workers shall be entitled to ten days' holiday per annum or ten days' pay in lieu thereof. On the termination of service during the currency of any year, payment for holidays shall be made on a *pro rata* basis.

(k) For all time worked outside the hours of commencing and finishing shift, as agreed, and for all time in excess of 40 hours per week, shift workers shall be paid overtime at the rate of time and a half for the first two hours and double time thereafter. Provided that for all work performed on the first shift on Sunday, whether overtime or not, double rates shall be paid.

(l) Notwithstanding anything contained in this clause shift workers working between midnight on Friday and midnight on Saturday shall be paid not less than (the rate of) time and a quarter, such extra rate to be in substitution for and not cumulative upon the shift premiums prescribed in sub-clause (f) of this clause.

(m) Notwithstanding anything contained in this clause shift workers engaged on any overtime on Sunday shall be paid not less than the rate of double time.

#### OVERTIME.

10. (a) Except as provided by sub-clause (g) hereof, all work done outside the ordinary hours, shall be deemed overtime and shall be paid for at the rate of time and a half for the first 2 hours and double time thereafter.

(b) In computing overtime, each day's work shall stand alone.

(c) An employee required to work overtime shall be guaranteed a minimum of 15 minutes.

(d) Any employee required to work overtime for more than two hours on any day, after the normal finishing time, without being notified the day before that he will be so required to work, shall be paid 2s. 6d. forthwith by the employer.

(e) If an employee pursuant to sub-clause (c) hereof has provided a meal and is not required to work overtime, he shall be paid 2s. 6d. for the meal so provided.

(f) The following overtime work including such work as may be performed on a Sunday or holiday, shall be paid for at the rate of time and a half:—

(i) The effecting of repairs or renewals to and the cleaning of plant or machinery in order to enable work to proceed forthwith;

(ii) Such emergency work as owing to the nature of the trade necessitates the immediate, as distinct from the normal treatment of material to save it from going bad or the removal after it has gone bad.

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

#### PAYMENT OF WAGES.

11. (a) Wages shall be paid at the works weekly not later than Thursday in each week. Not more than two days' pay over and above that becoming due shall be kept in hand.

(b) Wages shall be paid in the employer's time or within 5 minutes of finishing time. If an employee be kept waiting for payments more than five minutes after finishing time, he shall be paid overtime rates for the time so kept waiting.

(c) Should an employee be dismissed during the course of a week, he shall be paid at the usual place of payment on demand there by him, any wages which are legally due to him, within 15 minutes of dismissal.

(d) Should an employee lawfully leave his employment during the course of a week he shall be paid all moneys due upon termination of service.

(e) On 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.

#### HOLIDAYS.

12. (a) The days on which: New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Anzac Day, Labour Day, Melbourne Cup Day, Christmas Day, Boxing Day, or the holiday, if any, substituted for any such day by or under any State Act of Parliament, are observed shall be holidays. Employees other than shift workers not required to work on holidays shall be paid the ordinary rates of pay.

(b) If the engagement of an employee is terminated by his employer within fourteen days of any of the holidays set out in sub-clause (a) hereof, the employee shall be paid for such holiday or holidays, if and when the Federation or the employee satisfies the employer that the employee has not in the meantime commenced work with another employer.

(c) Where an employee is absent from his employment on the working day or part of the working day before or after a holiday or holidays without reasonable excuse or without the employer's consent such employee shall not be entitled to payment for such holiday or holidays.

12A. 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 12 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.

#### RATES FOR HOLIDAYS AND SUNDAYS.

13. (a) Except as to shift workers working on regular rostered shifts, all work performed on Sundays and the holidays set out in clause 12 of this Determination shall be paid for at the rate of double time.

(b) An employee called upon to work on a Sunday or a holiday shall be paid for a minimum of three hours' duty for a Sunday and four hours for a holiday.

#### 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.

#### SICK LEAVE.

15. (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 unless he has been in the service of the employer concerned for at least two months immediately prior to such absence;

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

(iii) 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;

(iv) 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;

(v) 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.

(b) Provided further that where under any scheme of insurance or of an accident, relief or provident fund to secure the benefit of which the employer has paid the necessary premium or contribution, compensation becomes payable for absences through sickness the employer shall not be bound to pay more of such wage than is sufficient with such compensation to make up the full amount for any such days.

(c) Sick leave shall accumulate from year to year so that any balance of the period specified in sub-clause (a) (v) 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 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.

## TOOLS OF TRADE.

16. (a) The employer shall provide tools and implements of trade, leggings, aprons (rubber, leather or cloth where suitable), gloves, respirators, thigh boots and goggles where either are necessarily required by the employee in the performance of his duties, and oilskin coats or capes for employees working outdoors in wet weather.

Such aforementioned articles to remain the property of the employer, and any wilful loss or damage or damage due to neglect must be paid for by the employee.

(b) Hand cream shall be supplied to females engaged spreading gelatine and/or glue.

## DAMAGE TO CLOTHING.

17. In the event of boots or clothing belonging to an employee being damaged or destroyed by fire or corrosive substance outside the normal course of usage of such boots or clothing, compensation to the extent of the damage sustained shall be made by the employer.

## ACCOMMODATION.

18. (a) Boiling water shall be supplied by the employer for the employees at lunch time.

(b) Dining room and dressing accommodation and facilities for drying working clothes shall be provided by the employer who shall be held responsible for the place being kept clean. Dressing rooms shall contain suitable provisions (hanging facilities) for the clothes of each employee.

(c) Suitable showers shall be available for all employees, and both hot and cold water shall be laid on and shall be readily accessible to employees.

(d) The employer shall provide a suitable covered bicycle stand.

## FIRST-AID OUTFIT.

19. The employer shall provide and continuously maintain an efficient first-aid outfit in each factory controlled by him.

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:—

Article.	Quantities to be kept in ambulance chest—	
	Factories and workshops in which not more than thirty persons are employed.	Factories and workshops in which more than thirty persons are employed.
Antiseptic solution .. .. .	1 bottle ..	1 bottle
Bandages, cotton and gauze .. .. .	1 doz. assorted sizes ..	1 doz. assorted sizes
Iodine, tincture of .. .. .	1 oz. ..	2 oz.
Castor oil .. .. .	1 oz. ..	2 oz.
Manual first-aid .. .. .	1 ..	1
Petrolatum, carbolyzed .. .. .	1 jar ..	1 jar
Picric acid solution, made according to the following recipe or prescription— 1½ teaspoonsful of powdered picric acid; .. .. . 3-oz. absolute alcohol; .. .. . 2 pints distilled water .. .. .		
Pins, safety .. .. .	1 packet ..	1 packet
Sal volatile .. .. .	1 oz. ..	6 oz.
Scissors .. .. .	1 pair ..	1 pair
Tweezers .. .. .	1 pair ..	1 pair
Tourniquet .. .. .	1 ..	1
Cotton, absorbent .. .. .	} An adequate assortment	
Gauze, sterilized and plain .. .. .		
Lint, absorbent .. .. .		
Plaster, adhesive .. .. .		

## TIME AND WAGES BOOK.

20. (a) Each employer shall keep in each factory, workshop or place where work is carried on by him, some card or check used in connexion with a mechanical clock or a time and wages book showing the name of each employee and his or her 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 books 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 at the beginning or end of duty.

(c) The time and wages book shall be open for inspection to not more than two officers of the Federation duly accredited in writing by the Federation during the midday meal hour at the employer's office or other convenient place: Provided that an inspection shall not be demanded unless the secretary of the Federation or the District Secretary or organizer of any division suspects that a breach of this Determination has been or is being committed: Provided also that only one demand for such inspection shall be made in any one fortnight at the same establishment: And provided further that if the meal hour shall not be a convenient time for any employer he may fix some other time of at least one hour for any such inspection.

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

## UNION BUSINESS.

21. (a) Shop stewards appointed by employees in each work-shop shall be allowed the necessary time during working hours to interview the employer or his representative in matters affecting employees whom they represent.

(b) Any members of the Federal Council of the Federation or any member of the Committee of Management of any State Branch or section thereof may leave work to attend to the business of the Federation provided that reasonable notice has been given to the employer. Employees shall not be paid for the period of such absence.

## RESIGNATION FROM FEDERATION.

22. An employer shall not compel an employee to resign his membership of the Federation through the fact of such member being made a foreman or placed on the staff.

## RIGHT OF ENTRY OF UNION OFFICIALS.

23. A duly accredited representative of the Federation shall have the right to enter an employer's workshop during the midday meal hour for the purpose of interviewing employees on legitimate Federation business 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 the place where they are taking their meal;
- (iii) that not more than one representative in all be in any workshop at any one time;
- (iv) that no one representative visit a workshop more than once in each week; and
- (v) that if any employer alleges that a representative is unduly interfering with his workshop or is creating disaffection amongst his employees or is offensive in his methods or is committing a breach of any of the previous conditions, such employer may refuse the right of entry, but the representative shall have the right of bringing such refusal before the Secretary for Labour.

## POSTING OF NOTICES.

24. (a) The employer shall erect notice-boards in a prominent position in his establishment for the purpose of posting any notices thereon in connexion with the legitimate business of the Federation. All such notices shall be signed by the branch secretary of the Federation.

(b) Every employer shall post and keep posted a copy of this Determination in a place accessible to all employees.

## PERIODICAL ADJUSTMENT OF WAGES.

25. The wages rates set out for adults 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 26.

*Total Base Rate.—Males.*

Place	Basic Wage (Adjustable in Accordance with Clause 26 of this Determination).	Industry Loading (Constant).	War Loading (Constant).	Total Base Rate.	Index Number Set Assigned.
	Per Week. £ s. d.	Per Week. s. d.	Per Week. s. d.	Per Week. £ s. d.	
Throughout the State .. .. .	11 17 0	5 0	4 6	12 6 6	Melbourne

*Adult Females.*

The minimum rate of wage per week to be paid to adult female employees shall be not less than 75 per centum of the Total Base Rate—Males as prescribed in clause 25. Provided however that:—

- (i) Any adult female employee after three months' experience in the Industry shall be paid a marginal rate of 6s. per week in addition to the amount referred to in this clause.
- (ii) Any adult female employee with less than one month's experience in the industry shall be paid the amount referred to in this clause less the sum of 7s. 6d. per week.

## ADJUSTMENT OF BASIC WAGE.

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

(b) Until the beginning of the first pay period to commence in February, 1954, the amount of the basic wage shall be as prescribed in clause 25.

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

*Juniors.*

The minimum rates of payment to be paid to junior employees shall be as follows:—

*Males.*

Age of employee.						A total payment per week at the equivalent of the below stated percentage of the total base rate for adult male employees calculated to the nearest 6d.
						Per cent.
Under 16 years of age .. .. .	..	..	..	..	..	40
16 and under 17 years of age .. .. .	..	..	..	..	..	50
17 and under 18 years of age .. .. .	..	..	..	..	..	60
18 and under 19 years of age .. .. .	..	..	..	..	..	70
19 and under 20 years of age .. .. .	..	..	..	..	..	80
20 and under 21 years of age .. .. .	..	..	..	..	..	90

*Females.*

Age of employee.						A total payment per week at the equivalent of the below stated percentage of the total base rate for adult female employees calculated to the nearest 3d.
						Per cent.
Under 16 years of age .. .. .	..	..	..	..	..	45
16 and under 17 years of age .. .. .	..	..	..	..	..	57½
17 and under 18 years of age .. .. .	..	..	..	..	..	67½
18 and under 19 years of age .. .. .	..	..	..	..	..	75
19 and under 20 years of age .. .. .	..	..	..	..	..	85
20 and under 21 years of age .. .. .	..	..	..	..	..	92½

27. In addition to the total base rate provided in clause 25, the margins set out in this clause shall be the minimum rate payable to employees therein named :—

Classifications.	Margins.
	Per Week. s. d.
<i>Gelatine and Glue.</i>	
1. Men working in raw material stores .. .. .	18 0
2. Men working raw materials cutting machine .. .. .	17 0
3. Men in charge of and actually washing raw material and/or preparing limes and/or working at trotter plant .. .. .	22 0
4. Men assisting at washing raw material and/or preparing limes and working at trotter plants .. .. .	18 0
5. Men working at lime pits .. .. .	22 0
6. Men in charge of and actually operating dollies .. .. .	26 0
7. Men assisting in dolly shed .. .. .	17 0
8. Men in charge of and actually working at boiling pans .. .. .	22 0
9. Men assisting in boiling shed .. .. .	18 0
10. Men in charge of and actually working at vacuum evaporators, bone kettles, gelatine and/or glue, filters, Sharples, centrifugals, concentrated liquor vats and coolers .. .. .	28 0
11. Men assisting (including emptying coolers) .. .. .	18 0
12. Men operating gelatine and/or glue cutters .. .. .	20 0
13. Men assisting .. .. .	18 0
14. Men in charge of and actually operating Cube Drying Plant .. .. .	24 0
15. Men assisting .. .. .	16 0
16. Men working at other drying plants .. .. .	16 0
17. Men engaged at gelatine and/or glue grinding .. .. .	17 0
18. Men engaged in treating frames .. .. .	16 0
19. Men engaged in assembling and repairing frames .. .. .	16 0
20. Blenders—Gelatine and/or glue .. .. .	22 0
21. Gelatine and/or glue store hands .. .. .	17 0
22. Men in charge of and actually working at scutching pans, hydraulic presses, grease pans, grease filters and seeding tanks and washing trotter bones .. .. .	22 0
23. Men assisting .. .. .	18 0
24. Men working in roller driers and associated grinders .. .. .	17 0
25. Men in charge of and actually working at vegetable and prepared glue vats .. .. .	22 0
26. Men assisting and store-hands including calves feet jelly .. .. .	17 0
27. Men operating residue driers .. .. .	24 0
28. Men crushing and/or bagging dried residues .. .. .	17 0
29. Men receiving and passing on bones .. .. .	22 0
30. Men actually operating de-greasing plant .. .. .	28 0
31. Men assisting at de-greasing plant and bone polishing .. .. .	17 0
32. Men engaged in washing and neutralizing vats .. .. .	20 0
33. Men engaged in crushing bone residues .. .. .	17 0
34. Men in charge of and actually operating pearl plant .. .. .	24 0
35. Men assisting .. .. .	16 0
36. Men assisting in laboratory work .. .. .	20 0
37. Men not elsewhere included .. .. .	Nil
<i>Agar Agar.</i>	
1. Men in charge of and actually washing raw materials and seaweed .. .. .	22 0
2. Men assisting .. .. .	18 0
3. Men in charge of and actually working at boiling vats .. .. .	22 0
4. Men assisting in boiling shed .. .. .	16 0
5. Men in charge of and actually working at vacuum evaporators, agar agar filters, Sharples, centrifugals, concentrated liquor vats, and coolers .. .. .	28 0
6. Men assisting, including emptying coolers .. .. .	18 0
7. Men operating agar agar cutters .. .. .	20 0
8. Men assisting .. .. .	16 0
9. Men engaged at agar agar freezing plant .. .. .	20 0
10. Men engaged sawing frozen agar agar .. .. .	17 0
11. Men working at Infra-red drying plant .. .. .	28 0
12. Men working at other drying plants .. .. .	16 0
13. Men engaged at spreading and stripping agar agar .. .. .	16 0
14. Men engaged at agar agar grinding, and milling, store hands .. .. .	17 0
15. Men not elsewhere included .. .. .	Nil.

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

J. V. WILLOX, Secretary.

Melbourne, 14th December, 1953.

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