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VICTORIA GOVERNMENT GAZETTE.

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Labour and Industry Acts.

DETERMINATION OF THE HOSPITAL AND BENEVOLENT ASYLUM ATTENDANTS BOARD.

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

(b) By Order in Council of the 19th April, 1955, the Board was deprived of the power to determine any matter relating to mothercraft nurses and conferred such power exclusively on the Mothercraft Nurses Board.

(c) By Order in Council of the 25th October, 1955, the Board was deprived of the power to determine any matter relating to persons employed otherwise than by a hospital or hospitals in the conduct of an ambulance service and conferred such power exclusively on the Ambulance Services Board.

IN accordance with the provisions of the Labour and Industry Acts, the Wages Board which now has power to determine the lowest prices or rates which may be paid to any person or persons or classes of persons (not including professional employees and not including nurses subject to the Hospital Nurses Board) employed—

- (a) in or about a hospital, benevolent asylum or convalescent home doing any kind of work connected with the carrying on of a hospital, benevolent asylum, or convalescent home;
- (b) in or about a sanatorium for the treatment of persons suffering from any form of tuberculosis;
- (c) in or about a hospital or home for the treatment of the mentally afflicted doing any kind of work connected with the carrying on of such hospital or home;
- (d) in or about any laboratory attached to a hospital;
- (e) in or about a babies' home or a medical, dental, or nursing clinic or service;
- (f) as a first-aid attendant in connexion with an industrial or commercial undertaking;
- (g) by any hospital or hospitals in the conduct of an ambulance service;

has made the following Determination, namely:—

1. That on the 4th March, 1957, the last previous Determination of this Board shall be revoked and replaced by this Determination.

TRAINERS IN OR ABOUT A BABIES' HOME.

| Wages* (see Footnote). | | | | | | | | | | | £ s. d. |
|------------------------|----|----|----|----|----|----|----|----|----|----|---------|
| First year | .. | .. | .. | .. | .. | .. | .. | .. | .. | .. | 6 5 0 |
| Second year | .. | .. | .. | .. | .. | .. | .. | .. | .. | .. | 6 10 0 |

HOSPITAL AIDS IN TRAINING.

| Wages* (see Footnote). | | | | | | | | | | | £ s. d. |
|--|----|----|----|----|----|----|----|----|----|----|---------|
| During training.. | .. | .. | .. | .. | .. | .. | .. | .. | .. | .. | 6 3 3 |
| Juniors— | | | | | | | | | | | |
| First year of service after obtaining certificate | .. | .. | .. | .. | .. | .. | .. | .. | .. | .. | 7 15 0 |
| Second year of service after obtaining certificate | .. | .. | .. | .. | .. | .. | .. | .. | .. | .. | 8 3 6 |
| And thereafter the adult female rate. | | | | | | | | | | | |

* The minimum wage where the employer boards and lodges the employee shall in the case of an adult male employee be 58s. 8d. per week less and in the case of an adult female employee or an apprentice or improver, 47s. 9d. per week less than the rate fixed.

APPRENTICES OR IMPROVERS.

3. (i) Other than female apprentices to Hospital Cooking employed in connexion with institutions approved by the Wages Board.

WAGES PER WEEK (see Footnote)*.

Employed at Clerical Work.

| | Males. | Females. |
|-------------------------------|--------|----------|
| | s. d. | s. d. |
| Under 16 years of age | 145 9 | 133 6 |
| 16 years of age | 152 3 | 139 6 |
| 17 years of age | 169 3 | 154 6 |
| 18 years of age | 192 0 | 161 3 |
| 19 years of age | 220 0 | 178 3 |
| 20 years of age | 242 0 | 189 3 |

All Other Classes of Work.

| Males. | | Females. | |
|--|-------|----------------------------------|-------|
| | s. d. | | s. d. |
| Under 16 years of age | 145 9 | First year's experience | 101 3 |
| 16 years of age | 152 3 | Second year's experience | 178 3 |
| 17 years of age | 169 3 | Third year's experience | 189 3 |
| 18 years of age | 192 0 | | |
| 19 years of age | 220 0 | | |
| 20 years of age | 242 0 | | |
| And thereafter the adult female rate. | | | |
| Any employee who qualifies as a Radiographer or Radiotherapy technician shall be paid the rate prescribed for an adult qualified employee. | | | |

ii) Apprentices.—

Apprentices bound to the trade of hospital cooking subject to the conditions prescribed hereunder:—

- (a) Only a female between the ages of 16 years and 18 years (both inclusive) at the time of signing indentures and who has already completed two years of a course with a school of Domestic Economy is eligible for binding as an apprentice under this scheme. During the course of her apprenticeship she shall be required to do only such work as is consistent with the course undertaken at the school.
- (b) During the currency of the indentures the apprentice shall attend day classes at a school prescribed in sub-clause (d) hereof in order to complete the prescribed course of training.
- (c) For the purposes of this clause "prescribed course" shall be a course of training decided by the Principal of the Training School concerned, subject to approval by the Wages Board. Upon such approval being given by the Wages Board the Chairman shall approve of same on sufficient copies to enable each member of the Board and the Principal of each Training School to be supplied with one.
- (d) Until further order schools approved by the Wages Board for the purpose of sub-clauses (b) and (c) hereof shall be:—
- (i) The Emily McPherson College of Domestic Economy, Melbourne, and
- (ii) The Gordon Institute of Technology, Geelong.

(e) The wages of apprentices shall be:—

| | £ | s. | d. |
|---------------------|---|----|----|
| (Three year Term.) | | | |
| First year | 8 | 1 | 3 |
| Second year | 8 | 18 | 3 |
| Third year | 9 | 9 | 3 |
| (Two year Term.) | | | |
| First year | 8 | 18 | 3 |
| Second year | 9 | 9 | 3 |

As from the 4th March, 1957, no apprentice shall be bound other than for a two year term.

- (f) On completion of her term of apprenticeship an employee shall be entitled irrespective of her age to be paid not less than the appropriate wage for adult employees for the class of work done.
- (g) A form of indenture has been prescribed by the Board.

(iii) PROPORTION (IN ANY PLACE).

| Apprentices. | Improvers. |
|--|--|
| MALES. | MALES. |
| One male apprentice to every three or fraction of three male workers receiving not less than 290s. per week. | One male improver to every eight or fraction of eight male workers receiving not less than 290s. per week. |
| FEMALES. | FEMALES. |
| One female apprentice to every three or fraction of three adult kitchen employees. | One female improver to every six or fraction of six female workers receiving not less than 217s. 9d. per week. |

NOTE.—The Board has determined that no persons shall be bound as apprentices to the trade, other than those provided for in sub-clause (ii) hereof.

* The minimum wage where the employer boards and lodges the employee shall in the case of an adult male employee be 58s. 8d. per week less and in the case of an adult female employee or an apprentice or improver, 47s. 8d. per week less than the rate fixed.

WAGES.
OTHER EMPLOYEES.

| 4. (a) | | | | | |
|---|-----------|----|--|-----------|----|
| <i>Males.</i> | | | <i>Females.</i> | | |
| WAGES.* (See footnote.) | Per week. | | WAGES.* (See footnote.) | Per week. | |
| | s. | d. | | s. | d. |
| Clerks | 315 | 0 | Clerks | 236 | 3 |
| Cook; where there is only one employed .. | 320 | 0 | Cook; where there is only one employed .. | 240 | 0 |
| Cook in charge of— | | | Cooks in charge of— | | |
| One to three kitchen employees .. | 320 | 0 | One to three kitchen employees .. | 240 | 0 |
| Four to seven kitchen employees .. | 327 | 0 | Four to seven kitchen employees .. | 245 | 3 |
| Eight or more kitchen employees .. | 337 | 0 | Eight or more kitchen employees .. | 252 | 9 |
| Cooks—Second | 317 | 0 | Second cooks | 237 | 9 |
| Other cooks | 314 | 0 | Other cooks | 235 | 6 |
| Person in charge of instrument room and/or sharpening and adjusting instruments .. | 334 | 6 | Housekeeper or Supervisor (however styled) .. | 255 | 3 |
| Assistant to person in charge of instrument room | 303 | 0 | Head laundresses in charge of— | | |
| Dresser, chief, where five or more dressers are employed | 336 | 6 | One to three persons | 231 | 9 |
| Deputy chief dresser, where five or more dressers are employed | 332 | 0 | Four to seven persons | 236 | 9 |
| Dressers doing venereal diseases work .. | 327 | 6 | Eight or more persons | 242 | 9 |
| Other dressers and/or sterilizer room attendant .. | 302 | 6 | Second laundresses | 224 | 9 |
| Chief theatre attendant | 330 | 6 | Laundresses where only one employed .. | 224 | 0 |
| Foreman in charge of— | | | Laundress employed on pressing machines or as iron hands | 224 | 9 |
| One to nine employees | 323 | 0 | Other laundresses | 223 | 6 |
| Ten to nineteen employees | 340 | 6 | Sorters | 224 | 9 |
| Twenty or more employees | 360 | 6 | Washing machine hands | 234 | 9 |
| Assistant foreman | 310 | 6 | Kitchen maid or Scullery maid | 225 | 0 |
| Gardener in charge of one or more garden employees | 310 | 6 | Storekeeper in charge of one or more store hands or where there is only one employed .. | 238 | 0 |
| Gardeners | 300 | 0 | Storekeeper's assistants | 225 | 0 |
| Gardener's Labourer | 295 | 0 | Stenographers and/or typistes | 236 | 3 |
| Incinerator Attendants | 300 | 0 | Telephonists | 240 | 9 |
| Kitchenmen or scullerymen | 300 | 0 | Waitresses | 217 | 9 |
| Laboratory assistants | 306 | 0 | Wardmaids | 221 | 3 |
| Laundry Washing machine hands | 303 | 0 | Laboratory assistants | 234 | 9 |
| Laundrymen other | 298 | 0 | Certificated hospital aids:— | | |
| Mortuary-men employed solely on post-mortem work | 335 | 6 | In charge of a ward | 236 | 9 |
| Other mortuary-men | 298 | 0 | All Others | 231 | 9 |
| (And 10s. extra for each post-mortem) | | | Female attendant employed wholly or partly attending to the comforts and needs of sick, aged, or infirm persons— | | |
| Motor ambulance drivers or assistants who are required and hold a St. John's first aid certificate | 320 | 0 | (i) In charge of a ward | 234 | 3 |
| Other motor ambulance drivers or assistants .. | 315 | 0 | (ii) Other than in charge of a ward .. | 225 | 0 |
| Motor driver of vehicles 30 cwt. to 3 tons .. | 315 | 0 | First-aid attendant employed in connexion with an industrial or commercial undertaking .. | 234 | 9 |
| Motor driver of vehicles over 3 tons | 320 | 0 | Seamstresses who cut out and fit garments, in charge of— | | |
| Other motor driver | 302 | 6 | One to three employees | 238 | 9 |
| Operating theatre attendants | 310 | 6 | Four to seven employees | 243 | 9 |
| Casualty porters engaged on preparations and theatre work | 303 | 0 | Eight or more employees | 249 | 9 |
| Dispensary porter who assists a pharmaceutical chemist in the preparation of stock formulae .. | 303 | 0 | Other Seamstresses who cut out and fit garments .. | 233 | 9 |
| Other dispensary porters | 298 | 0 | All other seamstresses | 219 | 9 |
| Relieving porters | 297 | 6 | Dark room processor | 229 | 3 |
| X-ray porters | 295 | 0 | Qualified radiographer or radiotherapy technician, i.e., a person who possesses a certificate issued by the conjoint Board of The College of Radiologists (Australia and New Zealand) and Australasian Institute of Radiography or its equivalent— | | |
| Night porters who in the course of their duties patrol the hospital | 298 | 6 | First year | 287 | 3 |
| Other porters | 295 | 6 | Second year | 297 | 3 |
| Recording attendants | 309 | 0 | Third year | 307 | 3 |
| Splint Makers | 310 | 6 | Fourth year | 317 | 3 |
| Splint makers' assistants | 298 | 0 | Fifth year | 327 | 3 |
| Storemen in charge of one or more storemen or where there is only one employed | 317 | 6 | Sixth year and thereafter | 337 | 3 |
| Other storemen | 300 | 0 | Other radiographer or radiotherapy technician .. | 237 | 3 |
| Telephone attendants | 298 | 0 | A radiographer or radiotherapy technician appointed to supervise other employees shall be paid an additional amount of 50s. per week. | | |
| Cleaners handling sputum mugs | 310 | 6 | All others | 217 | 9 |
| Other cleaners | 295 | 0 | | | |
| X-ray attendants | 303 | 0 | | | |
| First-aid attendant employed in connexion with an industrial or commercial undertaking .. | 310 | 6 | | | |
| Male attendant or medical orderly employed wholly or partly attending to the comforts and needs of sick, aged, or infirm persons— | | | | | |
| (i) In charge of a ward | 312 | 6 | | | |
| (ii) Other than in charge of a ward .. | 300 | 0 | | | |
| Dark room processor | 306 | 0 | | | |
| Qualified radiographer or radiotherapy technician, i.e., a person who possesses a certificate issued by the conjoint Board of The College of Radiologists (Australia and New Zealand) and Australasian Institute of Radiography or its equivalent | | | | | |
| First year | 353 | 0 | | | |
| Second year | 363 | 0 | | | |
| Third year | 373 | 0 | | | |
| Fourth year | 383 | 0 | | | |
| Fifth year | 393 | 0 | | | |
| Sixth year and thereafter | 403 | 0 | | | |
| Other radiographer or radiotherapy technician .. | 303 | 0 | | | |
| A radiographer or radiotherapy technician appointed to supervise other employees shall be paid an additional amount of 50s. per week | | | | | |
| All others | 290 | 0 | | | |

* The minimum wage where the employer boards and lodges the employee shall in the case of an adult male employee be 58s. 8d. per week less, and in the case of an adult female employee or an apprentice or improver 47s. 0d. per week less than the rate fixed.

(b) Additional payments for all employees in clause 4 (a) (except Radiographers or Radiotherapy technicians):—

Males.

During the second year's service 5s. more than the prescribed rate.
 During the third year's service 7s. 6d. more than the prescribed rate.
 During the fourth year's service 10s. more than the prescribed rate.
 During the fifth year's service 12s. 6d. more than the prescribed rate.
 During the sixth year's service 15s. more than the prescribed rate.
 During the seventh year's service 17s. 6d. more than the prescribed rate.
 During the eighth year's service 20s. more than the prescribed rate.
 During the ninth year's service 22s. 6d. more than the prescribed rate.
 and thereafter 25s. more than the prescribed rate.

Females.

During the second year's service 2s. 6d. more than the prescribed rate.
 During the third year's service 5s. more than the prescribed rate.
 During the fourth year's service 7s. 6d. more than the prescribed rate.
 During the fifth year's service 10s. more than the prescribed rate.
 During the sixth year's service 12s. 6d. more than the prescribed rate.
 and thereafter 15s. more than the prescribed rate.

(c) Females in charge of other employees in any section or department (other than those classified as such in clause (a) hereof) shall be paid as follows:—

In charge of 1 to 3 employees—5s. per week above the rate for the classification supervised.
 In charge of 4 to 7 employees—10s. per week above the rate for the classification supervised.
 In charge of 8 or more employees—16s. per week above the rate for the classification supervised.

SPECIAL ALLOWANCE.

5. Female employees required to feed into or discharge from a laundry washing machine shall receive an allowance of 10s. per week, for each week or part thereof in addition to the rates prescribed.

MEAL INTERVAL.

6. A meal interval of not less than 30 minutes and not more than 60 minutes shall be allowed each employee during each shift. Such meal interval shall not be counted as time worked.

HOURS FOR A WEEK'S WORK.

7. The number of hours for a week's work shall be 40, which shall be worked—

- (i) in five days, or
- (ii) in a fortnight of 80 hours in ten shifts of not more than 8 hours each.
- (iii) With the exception of time occupied in having meals and one additional break if same is required by the institution, the work of each shift shall be continuous.

Provided that no employee shall be required to work more than six consecutive shifts without a day off duty.
 For the purpose of this clause the working week shall commence at midnight on a Sunday.

OVERTIME.

8. The following overtime rates shall be paid for all work done:—

- (a) within a spread of 12 hours from the time of commencing work on any day in excess of the rostered hours for a day's work—time and a half.
- (b) in excess of the number of hours fixed as a week's or a fortnight's work as the case may be—time and a half;
- (c) outside a spread of 12 hours from the time of commencing work on any day—double time.
 Overtime worked shall be paid for, and an employee shall not be allowed or required to take time off in lieu thereof.
- (d) An employer may require any employee to work reasonable overtime at overtime rates and such employee shall work overtime in accordance with such requirement.

SPECIAL RATES FOR SATURDAYS AND SUNDAYS (OTHER THAN RADIOGRAPHERS OR RADIOTHERAPY TECHNICIANS).

- 9. (i) All rostered time of ordinary duty performed between midnight on Friday and midnight on Saturday shall be paid for at the rate of time and a quarter.
- (ii) All rostered time of ordinary duty performed between midnight on Saturday and midnight on Sunday shall be paid for at the rate of time and a half.
- (iii) If the Saturday or Sunday duty involves duty in excess of the prescribed rostered hours, the excess period shall be paid for at the rate of time and three-quarters for Saturday and double time for Sunday.

A FULL WEEK'S WAGES TO BE PAID.

10. Any employee (other than a casual worker) willing to work who works for less than the full working week, shall be entitled to the payment of a full week's wage.

CASUAL LABOUR.

11. A casual employee, i.e., a person who is employed for not more than 16 hours to be worked in not more than two days, shall be paid per hour an amount equal to $\frac{1}{40}$ of the weekly rate prescribed by this Determination for the work performed divided by 40.

RISK RATE.

12. Persons (other than dressers doing venereal diseases work for whom provision is already made in clauses 3 or 4, Radiographers or Radiotherapy technicians) shall in addition to the rates prescribed elsewhere in this Determination be paid allowances as follows whilst:—

- (a) Employed in infectious diseases wards or wards wherein less than 25 per cent. of the patients are suffering from venereal diseases, cancer, tuberculosis, typhoid, or meningitis 6d. per day.
- (b) Employed in infectious diseases wards or wards wherein 25 per cent. or more of the patients are suffering from venereal diseases, cancer, tuberculosis, typhoid, or meningitis
- (c) Handling or dressing patients suffering from venereal diseases, cancer, tuberculosis, typhoid or meningitis or patients qualified for admission to infectious diseases hospitals or wards 2½d. per hour
- (d) Handling clothes, bedding or linen, rubbish bins or refuse not previously disinfected and used in connexion with any patient, hospital or ward referred to in sub-clauses (a), (b), and (c) of this clause with a minimum of 6d. per day.
- (e) Handling the bodies of deceased patients who at the time of their death were suffering from any infectious disease or any of the diseases referred to in sub-clause (a) of this clause
- (f) Engaged in experiments of an infectious nature or handling microscopic slides of an infectious nature or slides used in connexion with any of the complaints referred to in sub-clause (a) of this clause

NAUSEOUS WORK.

13. All male employees not provided for in clause 12 who handle linen of a nauseous nature, other than linen bagged or packed in containers, shall be paid at the rate of 5s. per week in addition to the rates prescribed elsewhere in this Determination.

ANNUAL HOLIDAY.

14. (a) The annual holiday shall be as prescribed by the provisions of the *Labour and Industry Act 1953* and any amendments which may be made thereto from time to time, provided that a person employed—

- (i) as a first-aid attendant; or
- (ii) as an ambulance driver or attendant; or
- (iii) in an ambulance service as a deputy superintendent or a station officer

in or in connexion with an industrial or commercial undertaking (including the Melbourne Harbour Trust) who is a seven day shift worker, that is a shift worker who is rostered to work regularly on Sundays and holidays, shall be allowed three weeks annual holiday.

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

(c) If in any twelve-monthly qualifying period a shift worker as prescribed in sub-clause (a) hereof lawfully leaves his employment or his employment is terminated by the employer through no fault of the employee, the employee shall be paid in addition to all other amounts (including any payment in lieu of annual leave as prescribed by sub-clause (a) hereof) due to him, an amount equal to one fiftieth of his ordinary pay for the period of employment as a shift worker.

LONG SERVICE LEAVE.

15. (a) Subject to the provisions set out in sub-clause (b) hereof all male employees after the completion of twenty years' continuous service, and all female employees after the completion of fifteen years' continuous service;

- (i) in or about a hospital benevolent asylum or convalescent home doing any kind of work connected with the carrying on of a hospital, benevolent asylum, or convalescent home;
- (ii) in or about a sanatorium for the treatment of persons suffering from any form of tuberculosis;
- (iii) in or about a hospital or home for the treatment of the mentally afflicted doing any kind of work connected with the carrying on of such hospital or home;
- (iv) in or about any laboratory attached to a hospital;

shall be entitled to leave of absence as in the said sub-clause (b).

(b) (i) An employee who has been in the service of the same employer for the period specified in sub-clause (a) hereof shall be entitled to six months' leave of absence on full salary or wage, and such leave shall be granted by the employer as soon as practicable having regard to the needs of his establishment, but the taking of such leave may be postponed to such date as is mutually agreed, or in default of agreement as the Industrial Appeals Court, having regard to the problems involved, directs; but no such direction shall require such long service leave to commence before the expiry of six months from the date of such direction.

(ii) When an employee who has been in the service for at least the period prescribed in sub-clause (a) hereof resigns or is retired such employee shall be entitled to a retiring gratuity from the employer equivalent to the salary or wage for the period of leave to which the employee would have been entitled under sub-clause (b) (i) hereof, plus a *pro rata* amount for all service in excess of twenty years for males and fifteen years for females, provided that such resignation or retirement is not due to misconduct;

(iii) In the case of an employee who has completed at least ten years service but less than twenty years in the case of a male employee and at least ten but less than fifteen years in the case of a female employee with his or her employer and whose employment is terminated—

(a) by the employer for any cause other than serious and wilful misconduct

(b) by the employee on account of illness, incapacity or domestic or any other pressing necessity where such illness, incapacity or necessity is of such nature as to justify such termination—

such amount of long service leave as equals one-eightieth of the period of continuous employment.

(iv) Upon the death from any cause of an employee who, at the date of his death was eligible for the grant of long service leave, the Board shall pay to the legal representative of the deceased employee the amount that the employee would have been entitled to receive had he retired immediately prior to the date of his death.

(c) For the purposes of this clause the following definitions shall apply:—

"Service" shall mean service calculated as from the date of entering employment with the hospital, benevolent home, convalescent home, sanatorium home or laboratory (hereinafter called the employer), whether or not such hospital, benevolent or convalescent home has been transmitted from one employer to another during the period of such employment, as an employee, and shall include all periods during which an employee was serving in His Majesty's Forces or was made available by the employer for national duty or for other periods of absence approved by the employer.

"Salary or Wage" shall mean:—

- (i) the employee's salary or wage (exclusive of overtime or other allowance) at the time leave is taken and shall be subject to any variations occurring in the basic wage during the period from the commencement of the leave until the resumption of work; or
- (ii) the employee's salary or wage immediately prior to the employee leaving the service or death of the employee (as the case may be).

"Board" shall mean the Board or Controlling Authority of the hospital, benevolent asylum, convalescent home, sanatorium, home or laboratory in which the employee is employed.

Words importing the masculine gender only shall include the feminine gender.

Words importing the singular number only shall include the plural number and vice versa.

PUBLIC HOLIDAYS.

16. Employees shall be entitled to the following holidays without deduction of pay:—New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, Queen's Birthday, the first Tuesday in November, Christmas Day, and Boxing Day, but if any other day be by Act of Parliament or Proclamation substituted for any of these holidays employees shall be entitled to the days so substituted.

Provided that employees rostered to work on public holidays and fail to do so shall not be entitled to holiday pay for the said holiday.

Provided further that if an employee works on any of such holidays or such holiday occurs on his or her rostered day off or during his or her period of annual leave he or she shall be given—

(a) within four weeks following the date on which such holiday occurred—

- (1) one extra day's pay, or
- (2) equal time off in lieu thereof, or

(b) one day shall be added to his or her annual leave, or

(c) in the case of an employee not qualifying for annual leave and sub-clause (a) (1) and (2) hereof has not been applied one day's pay shall be added to the payment in lieu of annual leave.

SICK LEAVE.

17. (a) In the event of an employee becoming sick and unfit for duty and certified as such by a legally qualified medical practitioner approved by the employer and such sickness is not due to misconduct, he or she shall be entitled to sick leave on full pay as follows:—

- (i) During the first year of service—one working day for each month of service.
- (ii) During the second, third, and fourth years of service—fourteen working days in each year.
- (iii) Thereafter—twenty-one working days in each year.

Provided that an employee may be absent through sickness for one day without furnishing evidence of such sickness as provided in sub-clause (a) hereof on not more than three occasions in any one year of service. An employee shall not be entitled to this benefit should he fail to notify the employer two hours before the time rostered to commence duty on the day of such absence: Provided that employees rostered for duty prior to 11 a.m. on the day of such absence shall not be required to give such notice before 9 a.m.

(b) If the full period of sick leave as prescribed in sub-clause (a) hereof is not taken in any year, such portion as is not taken shall be cumulative from year to year.

For the purposes of this sub-clause, service prior to the 1st July, 1948, shall be disregarded, providing that any accumulated sick leave (not exceeding sixty three working days) standing to the credit of the employee on the 1st July, 1951, shall not be reduced by virtue of the provisions of this sub-clause.

No employer shall terminate the services of an employee during the currency of any period of sick leave with the object of avoiding his obligations under this sub-clause.

(c) For the purposes of this clause a working day shall be one of 8 hours.

NIGHT DUTY.

18. (a) For any period of not less than three hours worked by any employee (other than Radiographers or Radiotherapy technicians) between the hours of 6 p.m. and 6 a.m. an amount of 5s. shall be paid in addition to the rates prescribed elsewhere in this Determination.

(b) All employees required to be "on call" when off duty shall be paid an additional 5s. per night or per day as the case may be.

EARLY MORNING DUTY.

19. Employees (other than Radiographers or Radiotherapy technicians and employees referred to in clause 18) who commence duty on any day between the hours of 5 a.m. and 6.30 a.m. shall be paid an amount of 1s. for each of such days in addition to the rates prescribed elsewhere in this Determination.

TIME BOOK OR WAGES RECORD.

20. Every employer shall provide and cause to be kept a time book and wages record in which each employee shall daily enter his or her starting and finishing times.

Such time book or other record shall be available for inspection to the General Secretary or other accredited representative of The Hospital Employees' Federation of Australasia.

ROSTER.

21. A roster setting out employees' weekly and daily working hours, times of commencing duty, meal intervals, time off duty and time of ending duty shall be kept posted or affixed in some conspicuous part of the premises in which persons subject to this Determination are employed where it may be readily seen by such employees and the Secretary or other accredited representative of the Hospital Employees' Federation of Australasia. At least three days' notice shall be given before any alteration is made to such roster.

DRESSING ROOMS, ETC.

22. Dressing rooms, rest rooms, bathrooms or shower rooms, and lunch rooms, shall be provided for non-resident employees and suitable healthy accommodation for resident employees.

REST INTERVAL.

23. At a time suitable to the employer two rest intervals of ten minutes each shall be given to all employees during each day or rostered shift, and shall be counted as time worked.

UNIFORMS, ETC.

24. (i) Male employees (other than clerks, gardeners, laboratory assistants, recording attendants, splint makers, splint makers assistants, telephone attendants, X-ray attendants, or X-ray technicians) shall be supplied with uniforms or overalls free of cost to employees. Provided that employees classified as "all others" shall be supplied with uniforms or overalls free of cost to employees if and when they are performing tasks for which uniforms or overalls are deemed to be necessary as herein provided.

(ii) Female employees (other than clerks, stenographers, and typists, telephone attendants, X-ray technicians, laboratory assistants or seamstresses) shall be supplied with uniforms, overalls, caps or aprons, appropriate to the occupation, free of cost to employees.

(iii) Uniforms, overalls, caps or aprons shall remain the property of the employer, and be laundered by such employer free of cost to the employee.

(iv) Provided that where uniforms, overalls, caps or aprons were already issued prior to the 1st January, 1947, to employees who appear in the excepted list herein they shall continue to be entitled to same.

MEAL TO BE PROVIDED.

25. Any employee not notified the day before that he or she is required to work overtime shall be provided with a suitable meal.

PAYMENT OF WAGES.

26. Wages shall be paid not later than Wednesday following the end of the pay period.

Notwithstanding anything herein contained if a bank holiday occurs on a Monday, a Tuesday or a Wednesday, payment of wages may be made on the Thursday.

PROTECTIVE CLOTHING.

27. Rubber gloves and all necessary protective clothing and safety appliances shall be provided free of cost for the use of employees and an adequate supply of same shall be maintained.

TERMINATION OF EMPLOYMENT.

28. Except where the conduct of an employee justifies instant dismissal, seven days' notice of termination of employment shall be given by either employer or employee, or one week's wages paid or forfeited as the case may be in lieu of such notice.

UNION INTERVIEWS.

29. During working hours employees of any establishment subject to this Determination may, with the consent of the person in charge of such establishment (which consent shall not be unreasonably withheld) be interviewed by the Secretary or other accredited representative of the Hospital Employees' Federation of Australasia, or have their Union contributions collected by the steward of the said organization.

DEFINITION.

30. For the purpose of this Determination "experience" referred to in clauses 3 and 4 means experience at such work in any hospital or institution subject to this Determination and "service" referred to in clause 4 (b) means continuous service (excluding any service whilst employed under Clauses 2 or 3) in the one hospital or institution where employed.

P. A. RANGLES, J.P., Chairman.

J. V. WILLOX, Secretary.

Melbourne, 21st February, 1957.

