



# VICTORIA GOVERNMENT GAZETTE.

*Published by Authority.*

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

No. 218]

TUESDAY, JULY 30.

[1957

*Labour and Industry Acts.*

## DETERMINATION OF THE MANUFACTURING CHEMISTS BOARD.

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

IN accordance with the provisions of the Labour and Industry Acts, the Wages Board appointed to "determine the lowest prices or rates which may be paid to any persons employed in the trade of—

(a) a wholesale or a manufacturing chemist;

(b) manufacturing toilet preparations, perfumery, essences, essential oils, food preservatives, branding fluids, deodorants, disinfectants, fungicides, insecticides, vermin destroyers, weed destroyers,"

has made the following Determination, namely:—

1. That on the 24th June, 1957, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

**WAGES.**

**Note:**—Rates prescribed in this Determination are based upon a basic wage of £13 3s. 0d. for males and £9 17s. 0d. for females.

Apprentices.			Improvers.		
	Males. Per Week.	Females. Per Week.		Males. Per Week.	Females. Per Week.
	£ s. d.	£ s. d.		£ s. d.	£ s. d.
1st year .. ..	3 16 6	3 3 0	Under 16 years of age ..	3 16 6	3 3 0
2nd year .. ..	4 12 0	3 17 0	16 years of age .. ..	4 12 0	3 17 0
3rd year .. ..	6 6 0	4 8 6	17 year of age .. ..	6 6 0	4 8 6
4th year .. ..	8 11 0	5 2 6	18 year of age .. ..	8 11 0	5 2 6
5th year .. ..	10 13 0	6 6 0	19 years of age .. ..	10 13 0	6 6 0
			20 years of age .. ..	13 3 0	7 15 6

NUMBER (in any place).

### *Apprentices.*

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

### *Male Improvers.*

One male improver to every three or fraction of three male workers receiving 308s. 6d. per week.

### *Female Improvers.*

One female improver to every two or fraction of two female workers receiving 211s. 6d. per week.

Apprentices and Improvers shall be subject to the same numbers of hours per week as fixed for their respective sections.

No. 218 —6487/57.—PRICE 6d.

OTHER EMPLOYEES.						Wages Per Week of 40 Hours.
Males.						£ s. d.
(a) Employees in Warehouses.						
Foreman of any Department in which six or more workers are employed	..	..	..	..	..	17 4 6
Foreman of any Department in which three to five workers are employed	..	..	..	..	..	16 15 6
First Assistant i.e., a person in a Department who is required to keep official records and in addition required to weigh, measure, check, wrap on label drugs	..	..	..	..	..	16 13 6
Drug Department employee engaged in weighing, measuring, checking, wrapping and/or labelling under supervision	..	..	..	..	..	16 4 0
Drug Department employee who is required only to weigh and/or measure under supervision	..	..	..	..	..	15 16 6
Stock card picker	..	..	..	..	..	15 16 6
Salesman in any Department under supervision	..	..	..	..	..	15 12 6
All others	..	..	..	..	..	15 6 6
(b) Employees (other than in Warehouses).						
(i) In Alkaloid Extraction Department.						
Foreman in charge of one or more persons	..	..	..	..	..	17 6 6
First assistant	..	..	..	..	..	16 6 0
Second assistant	..	..	..	..	..	15 18 6
(ii) In Alkaloid Refining Department.						
Person in charge of refining operations and records	..	..	..	..	..	16 16 6
Refinery operator purifying alkaloids	..	..	..	..	..	16 6 0
Refinery operator (other)	..	..	..	..	..	15 18 6
(iii) In Other Places.						
Foreman capable of manufacturing from given formulae, under supervision, and who is in charge of six or more workers	..	..	..	..	..	17 4 6
Foreman capable of manufacturing from given formulae, under supervision, and who is in charge of one to five workers	..	..	..	..	..	16 15 6
First Assistant where five or more workers are employed	..	..	..	..	..	16 5 0
Ether stillman	..	..	..	..	..	16 3 0
Assistant including operators of machines engaged in any of the following processes under supervision :—	..	..	..	..	..	
(a) Manufacturing Galenical or Chemical Compounds, Pills, Tablets, Toilet Preparations and Perfumery	..	..	..	..	..	
(b) Granulating	..	..	..	..	..	15 16 6
(c) Pill and Tablet Coating	..	..	..	..	..	
All others	..	..	..	..	..	15 6 6
Females.						
Alkaloid Refinery Department.						
Person in charge of refinery operations and records	..	..	..	..	..	13 7 0
Person filling and wrapping	..	..	..	..	..	11 16 6
Other Places.						
Forewoman in charge of one to five workers	..	..	..	..	..	11 11 0
Forewoman in charge of six or more workers	..	..	..	..	..	11 16 9
Persons employed in sterile areas	..	..	..	..	..	10 19 0
Stock card picker	..	..	..	..	..	10 19 0
Other adults	..	..	..	..	..	10 11 6

## EXTRA RATES.

3. (a) Employees engaged in processing and/or repacking in bu'k Gentian Violet, Methylene Blue, Acriflavine, or similar substances shall be paid 6d. per hour extra with a minimum payment of 1s. 6d. per day.

(b) Employees whilst engaged in manufacturing and/or processing, filling and/or sealing, and/or de-contaminating containers of organic phosphorus pesticides as covered by the first schedule of "Use of Pesticides Regulations, 1953" under the Health Acts, shall be paid an allowance of 9d. per hour or part thereof extra with a minimum payment of 2s. 3d. per day.

4.

## TIMES OF BEGINNING AND ENDING WORK :—

Times of Beginning.	Times of Ending.	
7.45 a.m.	5.15 p.m.	Monday to Friday inclusive.

## OVERTIME.

5. (a) The following rates shall be paid for all work done :—

(i) Outside the times of beginning and ending work in any one day	..	} Time and a half for the first three hours and double time thereafter.
(ii) Within the times of beginning and ending work in excess of 40 hours in any week	..	
(iii) On Saturday	..	

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

## MEAL MONEY.

6. An employee required to work overtime for any period in excess of two hours after the usual hour of ceasing duty or after 6 p.m., whichever is the earlier, shall be supplied with an adequate meal from the employer's canteen or paid a meal money allowance of 5s.

Provided that when any employee is notified the previous day of the intention to work overtime and overtime is not worked he shall be entitled to the appropriate meal allowance as herein provided.

## TERMS OF EMPLOYMENT.

7. (a) All employees shall be engaged by the week, and shall be paid weekly. A week's notice shall be given by the employer or employee to determine employment, or, in lieu of such notice, a week's wages shall be paid or forfeited, as the case may be. Such notice shall be given at the end of a working week, but an employee may be dismissed summarily for dishonesty, misconduct, neglect of duty, or for absence from work without reasonable cause, and in the event of such dismissal the employee shall be paid only for the time actually worked. All time of absence from work shall be deducted from the employee's wages, except absence on the holidays hereinafter mentioned and except absence without deduction of pay in accordance with clause 10.

(b) Notwithstanding the provisions of sub-clause (a) hereof the employer may deduct payment for any time during which the employee cannot be usefully employed because of any strike, or any other cause for which the employer cannot reasonably be held responsible; but any such employee shall be entitled to payment for any of the holidays named in clause 8 which occur during such period.

(c) Where an employee is stood down under the provisions of sub-clause (b) hereof, the time lost to the employee shall not affect the continuity of employment.

#### HOLIDAYS.

8. All employees shall be entitled to the holidays hereinafter mentioned without deduction of pay:—New Year's Day, Australia Day, Union Picnic Day, Labour Day, Good Friday, Easter Saturday, Easter Monday, Anzac Day, Queen's Birthday, Melbourne Cup Day, Christmas Day, and Boxing 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. Provided that any employee absenting himself or herself from work without reasonable excuse or without permission of the employer for any portion of the working day proceeding or following a holiday provided for in this clause, shall not be entitled to payment for such holiday.

#### ANNUAL HOLIDAY.

9. (a) The annual holiday shall be as prescribed by the provisions of the Labour and Industry Acts.

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

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

#### SICK LEAVE.

10. (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, provided an employee remains in the service of the one employer, or any successor of such employer, be cumulative from year to year. For the purposes of this sub-clause, service prior to the 1st June, 1948, shall be disregarded.

#### DEFINITION OF FOREMAN.

11. Where three or more adults are employed in any department of a warehouse, one shall be deemed to be a foreman and entitled to the rate prescribed for such a foreman.

#### MEAL INTERVAL.

12. No employees shall be required to work for a longer period than five hours without an interval of at least half an hour for a meal.

#### SPECIAL RATES.

13. All work done on Sundays, New Year's Day, Australia Day, Easter Monday, Good Friday, Labour Day, Queen's Birthday, Melbourne Cup Day, Christmas Day, and Boxing Day shall be paid for at the rate of double time, but if any other day be by Act of Parliament or Proclamation substituted for any of the above holidays, the special rates shall be payable only for the days so substituted.

#### SHIFT WORK.

14. By mutual agreement between an employer and his employees shifts may be worked subject to the following conditions:—

(a) The rates of pay for shift workers shall be:—

(i) On afternoon shift, 7½ per cent. in excess of ordinary rates.

(ii) On night shift, 10 per cent. in excess of ordinary rates.

(b) Overtime shall be paid at the rate of time and a half for all time worked in excess of 8 hours per shift in any week in which six or more shifts are worked and in excess of 8 hours 48 minutes per shift in any week in which less than six shifts are worked.

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

(d) For the purposes of this clause "afternoon shift" means any shift finishing after 6 p.m. and at or before midnight and "night shift" means any shift worked wholly or partly between midnight and 7.30 a.m.

#### PROTECTIVE CLOTHING.

15. (a) Waterproof boots and protective clothing shall be provided by the employer when employees are required to work in wet places, and when employees are employed in a room where powders are being mixed or employed in the handling of acids or other materials injurious to clothing they shall be provided with overalls or dust coats, whichever is the most suitable.

(b) Not more than two sets of overalls or other protective clothing per year shall be supplied by the employer, when necessary, free of cost to the employee.

(c) Persons employed in sterile areas shall be supplied with overalls which shall be laundered by the employer, free of cost to the employee.

(d) Waterproof boots, protective clothing and overalls as provided in this clause shall remain the property of the employer.

#### REST PERIOD.

16. A rest period of ten minutes shall be allowed all employees in the forenoon, such period to count as time worked.

#### PAYMENT OF WAGES.

17. Wages shall be paid, in the employer's time, not later than Thursday in each week.

#### RIGHT OF ENTRY OF UNION OFFICIAL.

18. A duly accredited representative of the Federated Storemen and Packers' Union of Australia shall have the right to enter employers' establishments during the midday meal hour for the purposes of interviewing employees on legitimate Union business on the following conditions:—

(a) That he produces his authority to the employer or his representative.

(b) That he interviews employees only at the place where they are taking their meal.

(c) That not more than one representative in all be in any establishment at any one time.

(d) That no one representative visit an establishment more than once a fortnight.

(e) That if an employee alleges that a representative is unduly interfering with his establishment 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 right of entry.

## FIRST-AID OUTFITS.

19. In each place where employees are regularly employed, the employer shall provide and continuously maintain, at a place or places reasonably accessible to all employees, an efficient first-aid outfit, consisting of the following articles:—

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

## WASHING FACILITIES AND HOT WATER.

20. Suitable washing facilities, together with hot water at meal times, shall be supplied for the use of employees.

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

J. V. WILLOX, Secretary.

Melbourne, 24th June, 1957.