



# VICTORIA GOVERNMENT GAZETTE.

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[1921.

Factories and Shops Acts.

## DETERMINATION OF THE STATIONERY BOARD.

NOTE.—This Determination on the 7th May, 1921, applied to all cities and towns throughout the State.

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 either inside or outside a factory or work-room in the process, trade, or business of—

- (a) wholly or partly preparing or manufacturing by hand or machine envelopes, letter-pads, luggage labels, railway tickets, playing or other cards, including cutting, gumming, or gluing, folding, round cornering, gilding, sorting, banding, packing, or boxing, but not including any process subject to a Determination of the Printers Board;
- (b) embossing or black bordering envelopes, cards, or any description of paper,

has made the following Determination, namely:—

(1) That on the 7th May, 1921, the last previous Determination of this Board shall be revoked and replaced by this Determination.

(2)

Apprentices and Improvers.				Other Employees.	
Wages Per Week of 48 Hours.				Wages per week of 48 Hours.	
	Male Apprentices.	Male Improvers.	Female Apprentices and Improvers.	<i>Males.</i>	
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	
1st year .. .. .	17 0	20 0	16 6	Gilders, edge stainers, blockers, or bevellers .. .. .	99 0
2nd .. .. .	20 0	22 6	21 0	Guillotine cutters or envelope angle cutters .. .. .	94 0
3rd .. .. .	25 0	27 6	25 0	Envelope or playing-card cutters .. .. .	86 0
4th .. .. .	30 0	35 0	30 0	Tag machinists .. .. .	86 0
5th .. .. .	40 0	47 6	37 6	Tag material slitters .. .. .	86 0
6th .. .. .	50 0	60 0	..	Makers, plate-rollers, brushers or waterprooferers of playing cards .. .. .	84 0
				All others .. .. .	82 0
PROPORTION (IN ANY PLACE).				<i>Females.</i>	
<i>Apprentices.</i>				Letter pad and notelet binders .. .. .	48 0
One apprentice to every three or fraction of three workers of the same sex receiving not less than the minimum wage.				Self-tipping envelope machinists .. .. .	48 0
A form of indenture has been prescribed by the Board.				Embossers, hand and machine, envelope hand folders, or machine gummers by power .. .. .	48 0
<i>Improvers.</i>				All others .. .. .	45 0
One male improver to each male worker receiving not less than 82s. per week of 48 hours.					
Three female improvers to each female worker receiving not less than 45s. per week of 48 hours.					

(3) TIME OF BEGINNING AND ENDING WORK—

Time of Beginning.	Time of Ending
8 a.m. . . . .	12.30 p.m. on Saturday or the day on which the half-holiday is usually observed.
8 a.m. . . . .	6 p.m. on the other working days of the week.

(4) OVERTIME.—The rate for all work done within the hours of beginning and ending work in excess of 48 hours in any week, or for work done outside such hours of beginning and ending shall be—

Males	Time and a third.
Females	Time and a half.

(5) SPECIAL RATE.—Double time shall be the rate for all work done on Sundays, New Year's Day, 26th January (Foundation Day), Good Friday, Easter Monday, 31st April (Eight Hours 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, the special rate shall be payable only for work done on the day so substituted.

(6) PIECE-WORK PRICES.—That the piece-work prices for the following classes of work shall be—

<i>Machine—Making Envelopes.</i>		Per 1,000
<i>Self-tipping Machines—</i>		
Plain envelopes . . . . .		3½d.
Stamping side die . . . . .		1d.
15 pockets . . . . .		4½d.
15 to 16 bankers . . . . .		4½d.
<i>Suction-fed Machines—</i>		
Seed, pence, or wages pockets		3½d.
7s. Ps. 11 Bs, Os, 13s . . . . .		3½d.
Official sizes, 15s to 16s . . . . .		4½d.
<i>Extra large Adjustable Machines—</i>		
Envelopes, 11 x 5½ to 16 x 10 . . . . .		9d.
<i>Large suction-fed Machines—</i>		
Envelopes, 5½ x 3½ to 12½ x 7 . . . . .		5½d.
<i>Reay Machines—</i>		
9 x 4, or 15 pkt. . . . .		7d.
6 x 4, 11 Bkrs. plain, 11 B pkts., 13s, 11 B S.H.F., Ps (wallet or palace shapes), 7s, Qs or wages pockets . . . . .		
<i>Extras—</i>		
Window-faced envelopes . . . . .		1d.
Printed transparent-faced envelopes . . . . .		2d.
Cut-out faced envelopes . . . . .		1d.
Plain stamping on flap (side die not included) when embossed on envelope machine . . . . .		1d.
Counting in twelves . . . . .		1d.
Counting in nines . . . . .		1d.
Counting in fives or sixes . . . . .		1½d.

*Machine—Hand Tipping.*

	Per 1,000.				
	Up to 50-in.	51-in. to 72-in.	73-in. to 90-in.	91-in. to 165-in.	Over 165-in.
	s. d.	s. d.	s. d.	s. d.	s. d.
Ordinary paper . . . . .	0 7	0 8	1 0	1 2	1 5½
Cartridge paper, O.T.M., or hand-made book papers . . . . .	0 9	0 9	1 1	1 3	1 9
Cloth-lined or vellum paper . . . . .	1 0	1 1	1 2	1 4	2 0
Sulphite, cap, or friction glazed . . . . .	0 8	0 9	1 0	1 2	1 5½
Crystal glazed . . . . .	0 10	0 11	1 2	1 5	2 3
Tipping all over flap—33½% extra . . . . .					

<i>Extra—</i>		Per 1,000.
Double-gummed (two applications) . . . . .		2d.
<i>Other Envelopes—</i>		
Grease-proof paper envelopes . . . . .		1s. 6d.
Wedding invitations or decked-edge envelopes . . . . .		1s.

*Hand—Making Envelopes.*

<i>Bankers or pocket envelopes, cream laid or cartridge paper, without gumming on flaps—</i>		
All sizes up to 40-in. face measurement . . . . .		2s. 0d.
41-in. to 60-in. face measurement . . . . .		2s. 6d.
61-in. to 100-in. face measurement . . . . .		2s. 9d.
101-in. to 140-in. face measurement . . . . .		3s. 3d.
141-in. to 160-in. face measurement . . . . .		4s. 0d.
Over 160-in. face measurement . . . . .		4s. 6d.
<i>Extras—</i>		
All sizes over 40 inches, for quantities of 500 and under . . . . .		6d.
Grease proof, up to 100 . . . . .		1s. 0d.
“ “ over 100 . . . . .		1s. 3d.
<i>Cloth-lined pockets or bankers—</i>		
11 Bs. . . . .		3s. 0d.
15s to 16s . . . . .		3s. 3d.
11 x 5, 12 x 5 . . . . .		3s. 6d.
14 x 5, 14 x 6, 14 x 7, 15 x 7½ . . . . .		4s. 0d.
16 x 11, 15 x 11 . . . . .		6s. 0d.
<i>Extra thick vellum manilla pockets or bankers—</i>		
16½ x 12 . . . . .		7s. 6d.
13 x 8½ . . . . .		6s. 6d.
14½ x 9½ (no flaps) . . . . .		6s. 0d.
<i>Crystal paper—</i>		
10 x 7 . . . . .		3s. 3d.
12½ x 9½ . . . . .		4s. 6d.
14½ x 11½ . . . . .		6s. 3d.
<i>Wallet-shaped envelopes—</i>		
All sizes . . . . .		4s. 0d.
<i>Sample bags—</i>		
If 2-fold top, up to 33 inches . . . . .		4s. 6d.
“ “ over 33 inches . . . . .		4s. 9d.
If 3-fold top, up to 33 inches . . . . .		5s. 0d.
“ “ over 33 inches . . . . .		5s. 3d.

<i>Hand Gunning.</i>		Per 1,000.
Hand tipping with brush .. .. .		7d.
<i>Gathering and Looking through Gummed Envelopes from Power Machine.</i>		
Unglazed paper .. .. .		1d.
Glazed and bank paper .. .. .		1½d.
Black-bordered envelopes and over 55 and under 70 inches .. .. .		2½d.
70 inches and over .. .. .		2½d.
Notelets .. .. .		1½d.
Varnished-faced envelopes .. .. .		4½d.

*Fixing Paper and Gelatine Panels to Envelopes.*

	Per 1,000.	
	Taking off.	Laying on.
Business sizes .. .. .	9d.	8d.
Official sizes .. .. .	10d.	9d.

*Embossing.*

<i>Hand machine—</i>		Per 1,000.
Envelopes, relief .. .. .		4s. 3d.
Sheets, " .. .. .		4s. 3d.
Cards, " .. .. .		4s. 3d.
Seals and gummed labels .. .. .		4s. 6d.
Mounts, without covers .. .. .		4s. 6d.
" with covers attached .. .. .		4s. 6d.
Gold bronze, envelopes, cards, and labels .. .. .		6s. 0d.
Cameo .. .. .		2s. 0d.
		Per Octavo Ream.
Note paper, relief .. .. .		2s. 9d.
" " in gold .. .. .		4s. 6d.
<i>Hand self-inking press—</i>		Per 1,000.
Envelopes, cards, and note paper .. .. .		2s. 9d.
<i>Self-inking power press—</i>		
Cameo envelopes and cards .. .. .		1s. 3d.
Envelopes and cards in relief .. .. .		1s. 7d.
" " gold .. .. .		4s. 3d.
Note paper in relief .. .. .		2s. 6d.
		Per Octavo Ream.
" " gold .. .. .		3s. 6d.
		Per 1,000.
Envelopes, plain embossed (before making up) .. .. .		5d.
" " (after " " ) .. .. .		7d.
All hand sizes, including photo mounts and covers .. .. .		10d.

*Black Bordering—Brushwork.*

Envelopes, note, and letter paper—

Class of Work.	Envelopes.		Note Paper.	Quarto Letter Paper Single, one Side only.
	Fronts.	Flaps.	Per Octavo Ream.	Per 1,000.
	Per 1,000.	Per 1,000.		
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
Italian .. .. .	3 1	2 9½	1 2½	2 5
Narrow and middle .. .. .	1 9½	1 7	0 11	2 5
Broad .. .. .	2 1	1 9½	1 0	2 9½
Extra broad .. .. .	2 1	2 2½	1 2½	3 7
Double broad .. .. .	2 6	2 3½	1 9½	3 7

Foolscap-letter paper single sheets, one side only—all widths .. .. .	Per 1,000.
Quarto fly first and fourth pages—all widths .. .. .	4s. 6d.
Large 6mo. and octavo single, one side only—all widths .. .. .	6s. 0d.
Quarto fly first pp. only (all widths) .. .. .	2s. 5d.
	3s. 0d.

Cards—

Class of Work.	Prices per Dozen Packets.					
	Thirds, Reduced Small, or Small.		Albert—Large and Double Small.		Double Large.	
	Square Corners.	Round Corners.	Square Corners.	Round Corners.	Square Corners.	Round Corners.
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
Narrow and middle .. .. .	1 6	2 5	1 7	2 8½	2 0	3 0
Broad .. .. .	1 9½	2 5	2 1	3 0	2 5	3 0
Extra broad .. .. .	2 1	3 0	2 8½	3 7	2 8½	3 11
Double broad .. .. .	2 5	3 7	3 7	4 7	4 2½	5 5

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Friction glazed paper (envelope fronts)	..	..	..	..	..	..	2d. per 1,000 extra
Envelopes made by hand (fronts only)	..	..	..	..	..	..	2d. " "
Bank paper, 12 lbs., large post and under	..	..	..	..	..	..	15 per cent. extra
Wallet envelopes—flaps only	..	..	..	..	..	..	50 " "
Purple border	..	..	..	..	..	..	25 " "

(7) **PIECE-WORK WHICH MAY BE FIXED BY AN EMPLOYER.**—The Board determines, under the provisions of section 144 of the *Factories and Shops Act 1915*, that any employer may fix and pay piece-work prices to any person employed at any work for which this Board has not fixed piece-work prices, but has fixed a minimum wage; provided that such employer shall base such piece-work prices on the earnings of an average worker working under like conditions, and such piece-work prices shall be fixed so that an average worker can earn not less than the wages rate fixed by the Board for such work.

E. S. HUGHES,  
Chairman.

S. W. McNAMARA,  
Secretary.

Melbourne, 12th April, 1921.