



# VICTORIA GOVERNMENT GAZETTE.

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[1931

*Factories and Shops Act 1928 (No. 3677).*

## DETERMINATION OF THE SHOPS BOARD No. 17 (TOBACCONISTS).

NOTE.—This Determination on the 30th November, 1931, applied to the following parts of Victoria, viz.:—The Metropolitan District as defined in the *Factories and Shops Act 1928 (No. 3677)* and the Order in Council thereunder, and such portions of the City of Sandringham as are not included in the said District; the cities of Ballarat, Bendigo, Geelong, Geelong West, and Warrnambool; the town of Newtown and Chilwell; and the boroughs of Eaglehawk and Sebastopol.

IN accordance with the provisions of the *Factories and Shops Act 1928 (No. 3677)* the Wages Board appointed to "determine the lowest prices or rates which may be paid to any persons employed in a Tobacconist's shop" has made the following Determination, namely:—

(1) That on the 30th November, 1931, the last previous Determination of this Board shall be revoked and replaced by this Determination.

(2)

Apprentices or Improvers.				Other Employees.					
WAGES.	Per week of 48 hours.			WAGES.	Per week of 48 hours.				
	Males.		Females.		Males.		Females.		
	s.	d.	s. d.		s. d.	s. d.			
15 years of age or under	..	..	15 0	15 0	Departmental Manager, <i>i.e.</i> , the principal employee in charge of a tobacco Department in any store, notwithstanding he or she may be under the orders of another person who does not devote his whole time to the management of such Department	..	..	100 0	85 0
16 years of age	..	..	20 0	20 0	First assistant, 25 years of age, where two or more persons over the age of 19 years are employed	..	..	95 0	80 0
17 years of age	..	..	27 3	25 0	All others—	..	..	62 6	52 6
18 years of age	..	..	35 0	30 0	21 years of age	..	..	72 6	60 0
19 years of age	..	..	42 6	37 6	22 years of age	..	..	85 0	70 0
20 years of age	..	..	50 0	45 0	23 years of age or over	..	..		

Provided that any apprentice or improver without previous experience entering the trade at 17, 18, 19, or 20 years of age may be paid for his first and second year's service 20 per cent. less than the rates fixed above.

PROPORTION (IN ANY PLACE).

*Apprentices.*  
One apprentice to three or fraction of three workers receiving not less than the minimum wage.

*Improvers.*  
One improver to every two or fraction of two workers receiving not less than the minimum wage.

(3) Time of beginning and ending work—

Time of beginning.	Time of ending.
8.30 a.m. .. .. .	7 p.m. on Monday, Tuesday, Wednesday and Thursday.
8.30 a.m. .. .. .	8 p.m. on Friday.
8.30 a.m. .. .. .	1 p.m. on Saturday.

(4)

OVERTIME.  
Within the hours fixed in Clause (3) in excess of 48 hours in any week .. } Time and a half.  
Outside the hours fixed in Clause (3) .. .. . }

(5) TIME RATE.—Any person employed on time wages for less than the number of hours fixed for an ordinary week's work shall for each hour worked up to 24 hours be paid at the ordinary wages rate with an addition of thirty-three per centum.

(6) TERMINATION OF EMPLOYMENT.—Seven days' notice of termination of employment shall be given by either employer or worker.

(7) SPECIAL RATES.—Double time shall be the rate for all work done on Sundays, Good Friday, and Christmas Day, and time and a half the rate for all work done on New Year's Day, 26th January (Foundation Day), Easter Monday, Eight Hours Day (21st April), King's Birthday, or Boxing Day, but if any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays, the special rates shall only be payable for work done on the day so substituted.

H. J. RICHARDSON, J.P., Chairman.  
W. L. HARRINGTON, Secretary.

Melbourne, 16th November, 1931.

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1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that proper record-keeping is essential for transparency and accountability, particularly in the context of public administration and government operations. This section also highlights the role of technology in streamlining record management processes and reducing the risk of errors or data loss.

2. The second part of the document focuses on the implementation of robust internal controls and risk management frameworks. It outlines the need for regular audits and assessments to identify potential vulnerabilities and ensure that organizational policies are effectively enforced. This section also discusses the importance of employee training and awareness programs to foster a culture of compliance and ethical behavior within the organization.

3. The third part of the document addresses the challenges of data security and privacy protection in the digital age. It emphasizes the need for strong cybersecurity measures, including encryption, access controls, and regular security updates, to safeguard sensitive information from unauthorized access and breaches. Additionally, it discusses the importance of adhering to relevant data protection regulations and ensuring that data is handled in a lawful and ethical manner.

4. The fourth part of the document explores the role of leadership and governance in driving organizational success. It emphasizes the importance of clear communication, strategic vision, and effective decision-making by top management. This section also discusses the need for a strong corporate governance structure that promotes transparency, accountability, and ethical conduct at all levels of the organization.

5. The fifth and final part of the document provides a summary of the key findings and recommendations. It reiterates the importance of a holistic approach to organizational management, one that integrates financial, operational, and ethical considerations. The document concludes by encouraging organizations to embrace a culture of continuous improvement and innovation to stay competitive in a rapidly changing business environment.