



VICTORIA GOVERNMENT GAZETTE.

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No. 187]

THURSDAY, AUGUST 19.

[1937

Factories and Shops Act.

DETERMINATION OF THE GENERAL BOARD.

(LEAD AND SHOT SECTION.)

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 which has the power "to determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the following trades and branches of trades, that is to say:—

Renovating carpets;
Preparing feathers;
Treating flax;
Treating pyrites and other metalliferous ores;
Mixing seed and making poultry foods;
Glass badging;
Gold stamping;
Ivory working;
Show-card and ticket-writing;
Manufacturing or preparing—
Abrasive paper or cloth;
Asbestos articles;
Blue prints;
Buttons and buckles other than those subject to the Determination of the Plastic Moulding Board;
Button badges;
Carbon articles;
Chalk, crayons, or other articles from mineral earth;

Cinematograph film;
Composition flooring;
Cutlery;
Artificial flowers and bouquets;
Paper articles not subject to any Board heretofore appointed;
Honey;
Ink or adhesives;
Lead and shot;
Silk or parchment lamp shades;
Mica products;
Fishing and other nets;
Ornaments for cakes;
Plaster models;
Sporting goods not provided for under any Board heretofore appointed;
Surgical instruments;
Toys;
Watch cases

has made, in respect of the manufacturing or preparing of lead and shot, the following Determination, namely:—

(1) That this Determination shall come into force and be operative on and after the 16th August, 1937.

(2) WAGES PER WEEK OF 44 HOURS.

Improvers.				Other Employees.	
		Weekly hiring.	Hourly hiring.		
		s. d.	s. d.		
18 years of age	52 3	36 0	(i) Persons employed in a shot tower at any of the following work:—	s. d.
19 years of age	62 9	67 3	(a) Mixing metal	77 0
20 years of age			(b) Melting metal	
				(c) Feeding molten metal through a sieve	
PROPORTION (IN ANY PLACE).				(ii) All other persons	75 0
One improver to every twenty adults or fraction thereof.					

NOTE.—The Board has determined in accordance with section 25 (1) of the amended *Factories and Shops Act 1934*, that the process, trade, business or occupation is so unskilful that no person shall be taken as an apprentice.

(3) PROHIBITION OF EMPLOYMENT.—The employment of any improver under the age of eighteen years is prohibited.

(4) HOURS OF EMPLOYMENT.—With the exceptions herein set out the ordinary hours of employment shall be 44 per week, to be worked in five days of 8 hours and one day (Saturday) of 4 hours, or five days of 8 hours 48 minutes each, continuously except for meal hour breaks at the discretion of the employer between 7 a.m. and 5.30 p.m. on Monday to Friday inclusive, and 7 a.m. to noon on Saturday: Provided that the spread of hours herein prescribed may be altered by mutual agreement between an employer and his employees.

By agreement between any employer and his employees ordinary hours may be worked on the basis of 88 per fortnight with one week of 40 and one of 48 hours.

Continuous Work Shifts.

5. **SHIFT WORK.**—(a) For the purposes of this clause, the expression "Continuous Work" means work carried on with consecutive shifts of men throughout the 24 hours of each of at least six consecutive days without interruption except during break-downs or meal breaks (if any).

(b) Employees working on continuous work shifts shall work thereon such number of shifts up to six per week as may be required; no such shift to exceed 8 hours inclusive of meal breaks (if any) nor to be discontinuous except for meal breaks (if any).

(c) The ordinary hours of actual work or duty exclusive of meal breaks off duty (if any) of employees working on continuous work shifts shall not exceed—

(i) 8 in any one day; nor

(ii) 48 in any one week; nor

(iii) an average of 44 per week during the period of employment upon such shifts; nor

(iv) such average reduced to 43 hours 5 minutes if such shifts include Sunday shifts; nor

(v) a total of 176 hours during any four weeks of the period of employment upon such shifts; nor

(vi) such total reduced to 172 hours 20 minutes during any such four weeks if such shifts include Sunday shifts.

Provided that such average and total shall not be so reduced to 43 hours 5 minutes and 172 hours 20 minutes if the employees on such shifts are paid for each ordinary hour worked thereon by them in the case of weekly employees at the rate of one forty-third ($\frac{1}{43}$) of the prescribed weekly wage, and in the case of hourly employees, at the rate of forty-four forty-thirds ($\frac{44}{43}$) of the prescribed rate for such employees which payment the employer shall have the option of making; nor shall they be so reduced if, in addition to other holidays (if any) to be given under this Determination to such employees, such employees are given in each year, one week's holiday on full pay, which week's holiday the employer shall have the option of giving.

(d) For all time of duty outside the limits of the ordinary hours prescribed in sub-clause (c) hereof, an employee on continuous work shift shall be paid at double rates. This shall not apply to arrangements between employees themselves or in cases due to rotation of shift, or when the relief does not come on duty at the proper time: Provided that where not less than eight hours' notice has been given to the employer by the employee that he will be absent from work, and the employee whom he should relieve is not relieved, such unrelieved employee shall be paid time and a half for all time of duty after he has finished his ordinary shift.

(e) Employees on continuous work shifts, working afternoon and night shifts, shall be paid 5 per cent. more than ordinary rates for such shifts.

(f) Employees on continuous work shifts, working any Sunday or holiday shift, shall be paid at the rate of time and a half for such shift.

Shift Work in other than Continuous Work.

(g) In shift work, not upon continuous work as herein defined, any afternoon or night shift which does not continue for five successive working nights or more in a five-day workshop, or six successive working nights or more in a six-day workshop, shall be paid for at the rate of time and a half.

(h) For any afternoon or night shift which has been in operation for five nights or more and less than one month 10 per cent. more than ordinary rates shall be paid and after such shifts have continued for more than one month 5 per cent. more than ordinary rates shall be paid.

(i) Shift workers shall be paid overtime at the rate of time and a half for the first 4 hours and double time thereafter for all time worked in excess of shift hours.

(6) **MIXED FUNCTIONS.**—An employee engaged for more than half of one day or shift on duties carrying a higher rate than his ordinary classification shall be paid the higher rate for such day or shift. If for less than half of one day or shift he shall be paid the higher rate for the time so worked.

(7) **OVERTIME.**—(a) For all work done outside ordinary hours the rate of wages shall be time and a half for the first 4 hours and double time thereafter, such double time to continue to be paid until an employee has been relieved from work for at least 8 hours. Provided that an employee shall not be entitled to payment for such rest period.

(b) Except as provided above in computing overtime each day's work shall stand alone.

(c) An employee recalled after leaving his workshop to work overtime shall be paid for a minimum of three hours' work at the appropriate rate.

(d) An employee occasionally required to hold himself in readiness to work after ordinary hours shall be paid, until released, standing by time at ordinary rates from the time from which he is so to hold himself in readiness, provided that any custom now prevailing under which an employee is required regularly to hold himself in readiness for a call back shall continue.

(e) An employee (other than one on shift work) who has worked up to or beyond midnight shall not be bound to continue work on the following day.

(f) As far as practicable employees shall not work overtime while competent labour is available.

(g) For work done during meal hours and thereafter until a meal hour break is allowed time and a half rates shall be paid. An employee shall not be compelled to work for more than six hours without a break for a meal.

(h) An employee working overtime shall be allowed a crib time of twenty minutes without deduction of pay after each 4 hours of work, but this provision shall not prevent any arrangement being made for the taking of a longer meal period without pay.

(i) Before starting overtime after working ordinary hours a meal break of at least 45 minutes shall be allowed, unless the period of overtime is less than one and a half hours.

An employer and his employee may agree mutually to any variation of this sub-clause to meet the circumstances of the work in hand.

(j) An employee required to work overtime for more than two hours without being notified the day before that he will be so required to work, shall be supplied with a meal by the employer or paid 1s. 6d. in lieu thereof, or if work extends into a second meal hour 2s. 6d. for the two meals, but such payment need not be made to employees living in the same locality as their workshop who can reasonably return home for meals.

If an employee pursuant to notice has provided a meal or meals and is not required to work overtime he shall be paid for each meal so provided.

(k) Subject to the provisions of the second part of the sub-clause (g) of this clause an employee shall work during meal breaks at the ordinary rates herein prescribed whenever instructed so to do for the purpose of making good break-downs of plant or upon routine maintenance of plant which can only be done while such plant is idle.

(l) When an employee working overtime finishes work at a time when reasonable means of transport is not available, the employer shall provide him with a conveyance or pay him his current wage for the time occupied in reaching his home.

(8) **HOLIDAYS AND SUNDAY WORK.**—(a) Employees shall be entitled to the following public holidays (without pay except as hereinafter provided):—New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, King's Birthday, Labour Day, Anzac Day, Christmas Day, and Boxing Day, or such other day as is generally observed in the locality as a substitute for any of the said days respectively.

Exceptions.

By agreement between any employer and his employees, other holidays may be substituted for the said days or any of them as to such employer's undertaking.

(b) Employees not engaged in continuous work shall be paid at the rate of double ordinary time for work done on Sundays and public holidays, such double time to continue until the employee has been relieved from duty for at least 8 hours. Provided that the employee shall not be paid for the time he is resting.

Provided that employees engaged in repairs to or renewals of their employer's plant and machinery necessary for resumption of work the next following working day (not including the installation of new machinery) shall be paid for work on holidays or Sundays at the rate of time and a half.

(c) Employees, other than those on shift work, required to work on Sundays or public holidays shall be paid for a minimum of three hours' work.

(9) **PIECE-WORK PRICES.**—Subject to the minimum wages herein prescribed an employer may remunerate any of his employees under any system of payment by results.

(10) **EXTRA RATES NOT CUMULATIVE.**—Extra rates in this Determination, including rates prescribed in clause 15 are not cumulative so as to exceed the maximum of double the ordinary rates.

(11) **PAYMENT OF WAGES.**—(a) Wages shall be paid weekly or fortnightly. Where the services of an employee are dispensed with, wages shall be paid to him on the day of dismissal or forwarded to him by post on the day following.

(b) An employee kept waiting for his wages on pay day for more than a quarter of an hour after the usual time for ceasing work shall be paid at overtime rates after that quarter-hour, with a minimum of a quarter of an hour.

(12) **CONTRACT OF EMPLOYMENT.**—(a) With the exceptions hereinafter stated, employment may be by the week or by the hour. If by the week it shall be terminable on either side by one week's notice given on any day or (if the employer terminate it without such notice), by payment of one week's wages.

A contract for weekly employment may be terminated by any employer, without liability to pay for more than time actually worked, for misconduct or for absence from work without reasonable excuse.

If an employee engaged by the week absents himself from duty, except on public holidays or for days for which he produces a certificate from a medical practitioner or other proof satisfactory to his employer of sickness (aggregating 4 days' sickness in each year), a sum proportionate to his time of absence may be deducted from his pay, i.e., one-sixth of the weekly wage for each day of absence, including Saturday in shops working six days and one-fifth in shops working five days per week: Provided that only time actually lost shall be deducted when an employee is absent with leave on a Saturday.

(b) If the contract of employment is for hourly hiring, the total amount of the rates prescribed for adults in clause 2 hereof shall be increased by 5s. per week, but such amount shall not be taken into account in computing overtime, Sunday, and holiday rates.

(c) An employee starting work on hourly hiring shall be entitled to a minimum of four consecutive hours' work or to four hours' pay for the job—such hours may be deemed to be consecutive if worked in ordinary hours at the end of a day and the beginning of the next succeeding day.

(13) **MISCELLANEOUS PROVISIONS.**—(a) **Tools.**—The employer shall provide for each employee all necessary tools. The employee shall replace or pay for any tools so provided if lost through his negligence.

(b) Employers shall provide proper sanitary accommodation and adequate washing facilities with hot water. In any workshop in which employees through a shop steward or committee ask for the provision of lockers and shower baths and an undertaking is given that the baths provided will be used by the majority of the workmen and that the baths and lockers will be properly cared for, a locker shall be installed by the employer for each workman, together with hot and cold shower baths (away from sanitary accommodation).

(c) Suitable canvas or leather gloves shall be provided by employer for the use of any person employed—

- (i) severing lead pipes leaving an extruding machine,
- (ii) mixing, or melting, or feeding metal.

(14) **TIME AND WAGES BOOK.**—Each employer shall keep a time and wages book showing the name of each employee and his occupation, the hours worked each day, and the wages and allowances paid each week.

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.

(15) **SPECIAL RATES.**—In addition to the wages prescribed in clause 2 hereof, the following special rates and allowances shall be paid:—

- (a) Leading hands in charge of not fewer than 3 and not more than 10 employees, 6s. per week extra; more than 10 and not more than 20, 12s. per week extra; more than 20, 18s. per week extra.
- (b) Working in wet places—1½d. per hour extra.
Working in confined spaces—3d. per hour extra.
- (c) Working for more than one hour in the shade in places where the temperature is raised by artificial means to between 115 and 130 degree Fahr., 1½d. per hour extra; in places where the temperature exceeds 130 degrees Fahr., 3d. per hour extra. Where work continues for more than 2 hours in temperatures exceeding 130 degrees Fahr., employees shall also be entitled to 20 minutes' rest after every 2 hours' work without deduction of pay. The temperature shall be decided by the foreman of the work after consultation with the employees who claim the extra rate.
- (d) Working for more than one hour in places where the temperature is reduced by artificial means below zero, 1½d. per hour extra. Where the work continues for more than two hours employees shall be entitled to a rest period of twenty minutes every two hours without loss of pay.
- (e) Dirty work, i.e., work which a foreman and workman shall agree is of an unusually dirty or offensive nature, 1½d. per hour extra.
- (f) Compensation to the extent of damage sustained shall be made for work in which clothing or tools are damaged or destroyed by the use of acids.
- (g) Where more than one of the disabilities entitling a workman to extra rates exist on the same job the employer shall be bound to pay only one rate, namely, the highest for the disabilities so prevailing.

(16) **DEFINITIONS.**—

- "Year" means 365 consecutive days, starting from the day of commencement of operation of this Determination.
- "Shift work"—afternoon shift means any shift finishing after 6 p.m. but not later than midnight. Night shift means any shift finishing subsequent to midnight but not later than 8 a.m.
- "Sunday" means all time between midnight Saturday and midnight Sunday.
- "Wet place" means a place in which water is continually dripping from overhead to such an extent as to saturate the clothing of a workman, or a place where water accumulates underfoot to a depth exceeding 2 inches.
- "Confined place" means a working place, the dimensions of which necessitate an employee working in a stooped or otherwise cramped position, or without proper ventilation, or where confinement within a limited space is productive of unusual discomfort.

D. GRANT, Chairman.

REX L. OECIL, Secretary.

Melbourne, 30th July, 1937.



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No. 188]

THURSDAY, AUGUST 19.

[1937

Factories and Shops Acts.

DETERMINATION OF THE WOOLLEN AND COTTON TRADE 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 which since 1st December, 1931, has had the power to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the trade of:—

(a) manufacturing woollen, worsted or cotton woven material or wool tops;

(b) spinning textile yarns (but not spinning or preparing silk yarn)—

has made the following Determination, namely:—

(1) That on the 4th August, 1937, the adjusted Determination which came into force on the first pay period to commence in June, 1937, shall be revoked and replaced by this Determination.

APPRENTICES AND IMPROVERS.

(2) WAGES PER WEEK OF 44 HOURS.

MALES.							FEMALES.						
Experience.	Commencing Age.						Experience.	Commencing Age.					
	15 years and under.	16	17	18	19	20		15 years and under.	16	17	18	19	20
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.		s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
1st six months	14 6	16 0	18 6	22 6	27 6	32 0	1st six months	13 0	13 6	14 6	16 0	17 6	19 0
2nd "	15 6	17 6	20 6	25 0	30 6	51 0	2nd "	13 6	15 0	16 0	17 6	19 0	20 0
3rd "	16 6	19 0	23 0	28 0	33 6	..	3rd "	15 6	17 0	18 6	20 0	21 6	..
4th "	18 6	21 6	26 0	32 0	51 6	..	4th "	17 0	18 6	20 0	21 6	29 6	..
5th "	20 0	24 0	28 6	36 0	5th "	18 6	20 0	21 6	23 6
6th "	23 0	28 0	34 0	53 0	6th "	20 0	21 6	23 6	30 6
7th "	25 6	32 0	40 0	7th "	21 6	23 6	25 6
8th "	31 0	38 0	55 0	8th "	23 6	25 6	32 6
9th "	36 0	43 6	9th "	25 0	27 6
10th "	42 0	57 0	10th "	27 0	33 0
11th "	48 0	11th "	30 0
12th "	54 0	12th "	31 0
7th year	60 0	7th year	32 6

Where the experience of a junior is gained over broken periods, the rate of wages payable shall be the rate fixed on experience, or that fixed for his new commencing age, whichever is the higher. The rates prescribed above for apprentices and improvers shall apply only to such employees as are under 21 years of age.

PROPORTION (in any factory).

Apprentices.

One apprentice to every three or fraction of three workers of the same sex receiving not less than the minimum adult wage. An indenture of apprenticeship has been prescribed.

Improvers.

Two improvers to each worker of the same sex receiving not less than the minimum adult wage.

Provided that the total number of apprentices and improvers in any factory shall not exceed two to each employee receiving the minimum wage.

In determining the proportion of apprentices and improvers in proportion to employees receiving the minimum wage, each shift shall, on and after the 1st day of December, 1935, be taken into account separately.

OTHER EMPLOYEES.

WAGES PER WEEK OF 44 HOURS.

Woolen and Worsted Sections.

ADULT MALES.

s. d.

Assistant foreman or overlocker, when or where employed	90	6
Wool Sorting and Scouring Departments—		
Wool sorters—		
First year's experience	78	0
Second year's experience	88	0
Thereafter	94	0
Wool scourer or carbonizer (other than foreman) responsible for the mixing of liquor and the working of the bowls	81	0
All other machine operators or attendants	76	0
Dye House—		
Leading hand employed on dye machines or vats	81	0
Men on wet crabbers	79	0
All other machine operators or attendants	76	0
Wiley House—		
Leading hand in wiley operations where more than four hands engaged	88	0
Leading hand in wiley operations where three or four hands are engaged	80	6
All other machine operators or attendants	76	0
Carding Department—		
Head fittler (leading hand in carding room)	82	0
Card fittlers	78	0
All other machine operators or attendants	76	0
Spinning Department—		
Man in charge of one pair of spinning mules	77	6
All other machine operators or attendants	76	0
Combing Department—		
Jobber in charge or comb mechanic in charge	88	0
Jobber or comb mechanic	78	0
All other machine operators or attendants	76	0
Pinsetter—		
First year's experience	78	0
Second year's experience	88	0
Thereafter	93	0
Roller coverer—		
First year's experience	77	0
Second year's experience	81	0
Thereafter	89	0
Gill Box Reducing, Intermediate, Roving and Spinning Departments—		
Man in charge of one pair of spinning mules	77	6
All machine operators or attendants	76	0
Winding, Warping, and Twisting Department—		
Warpers	78	0
Sizing machine hand	77	0
All other machine operators or attendants	76	0
Weaving Department—		
Twister-in	77	0
Warp drawers-in	77	0
Warp tiers	76	0
Box loom tuners—		
First year's experience	79	0
Second year's experience	85	0
Thereafter	93	0
Plain loom tuners—		
First year's experience	77	0
Second year's experience	83	0
Thereafter	88	0
Card or chain makers	78	0
Yarn storeman, i.e., man employed in the yarn store of any mill engaged in handling or receiving or distributing yarn other than man employed wheeling yarn from one store to another	76	0
Weavers	79	0
Perchers	76	0
Finishing Department—		
Man in charge of milling, scouring, or washing machines (where milling and scouring foreman is not employed)	90	6
Sulphur house workers (for time employed as such)	83	0
Man piece carbonizing	79	0
Man examining finished cloth	78	0
All other machine operators or attendants	76	0
Warehouse—		
Leading hand in warehouse where warehouse foreman is not employed	80	6
All other adult males	73	0
ADULT FEMALES.		
Combing Department—		
All machine operators or attendants	40	9
Gill Box, Reducing, Intermediate Roving and Spinning Departments—		
All machine operators or attendants	40	9
Winding, Warping, and Twisting Department—		
Warpers	42	9
All machine operators or attendants	40	9
Weaving Department—		
Weavers	43	9
Mending and Darning Department—		
First six months experience	40	9
Thereafter	46	9
Examiners or passers of pieces after mending	43	9
Other examiners and passers	41	9
Whipping machinists	40	9
Other adult females	37	9

OTHER EMPLOYEES—continued.

WAGES PER WEEK OF 44 HOURS.

Cotton Section.

ADULT MALES.

	s.	d.
Assistant foreman or overlooker when or where employed	90	6
Dye House and Bleach Craft—		
Leading hand employed on dye or bleaching machines or vats	81	0
All other machine operators or attendants	76	0
Waste Department—		
Leading hand in Waste Department where more than four hands engaged	83	0
Leading hand in Waste Department where three or four hands are engaged	80	6
All other machine operators or attendants	76	0
Blowing Room—		
Blow room major	83	0
Scutching machine hand	78	0
All other machine operators or attendants	76	0
Carding Department—		
Head stripper and grinder (leading hand in carding room)	82	0
Stripper and grinder	78	0
All other machine operators or attendants	76	0
Combing Department—		
Jobber in charge or comb mechanic in charge	80	6
Jobber or comb mechanic	78	0
All other machine operators or attendants	76	0
Pin Setting Department—		
Pin setter—		
First year's experience	78	0
Second year's experience	83	0
Thereafter	93	0
Roller coverer—		
First year's experience	77	0
Second year's experience	81	0
Thereafter	89	0
Drawing, Slubbing, Intermediate, Roving and Spinning Departments—		
All machine operators or attendants	76	0
Mule Spinning Department—		
Man in charge of one pair of spinning mules	77	6
All other machine operators or attendants	76	0
Twisting, Winding, Reeling and Warping Departments—		
Warpers	78	0
Slasher sizer hand	77	0
All other machine operators or attendants	76	0
Weaving Department—		
Twisters-in	77	0
Warp drawers-in	77	0
Warp tiers	77	0
Box loom tuners—		
First year's experience	79	0
Second year's experience	85	0
Thereafter	93	0
Plain loom tuners—		
First year's experience	77	0
Second year's experience	83	0
Thereafter	88	0
Card or chain makers	78	0
Yarn storeman, i.e., man employed in the yarn store of any mill engaged in handling or receiving or distributing yarn other than man employed wheeling yarn from one store to another	76	0
Weavers	79	0
Perchers	78	0
Finishing Department—		
Man in charge of finishing machines	80	6
Man examining finished cloth	81	0
All other machine operators or attendants	76	0
Warehouse—		
Leading hand in warehouse where warehouse foreman is not employed	80	6
All other adult males	73	0

ADULT FEMALES.

	s.	d.
Combing, Drawing, Slubbing, Intermediate, Roving and Spinning Departments—		
All machine operators or attendants	40	9
Twisting, Winding, Reeling and Warping Departments—		
Warpers	42	9
All machine operators or attendants	40	9
Weaving Department—		
Weavers	43	9
Mending and Darning Departments—		
Menders and darners—		
First six months' experience	39	9
Thereafter	42	9
Examiners or passers of pieces after mending	43	9
Other examiners and passers	41	9
All other adult females	37	9

(3) DEFINITIONS.—(a) Leading hand means an employee in charge of any operation where no foreman or assistant foreman is employed, or an employee who is empowered by the management to discharge such duties as would devolve upon such foreman or assistant, if employed.

(b) Machine operator or attendant means an employee who in the course of his duty is called upon to operate a machine, and does not include an employee whose sole duty is carrying material to and from a machine.

(c) Continuous process means either the working of three shifts per day from Mondays to Saturdays inclusive, or in the manufacture of wool tops for export, the working of three shifts per day from Mondays to Sundays inclusive.

(4) ADULT LEARNERS.—Where a person 21 years of age or over, who has not had previous experience in the industry, is employed to learn weaving, he or she shall be paid two-thirds of the minimum wage until taking over a loom.

(5) **SHIFTS.**—(a) A "day shift" shall be a shift worked between the hours of 7 a.m. and 7 p.m. on Monday to Friday inclusive, and between the hours of 7 a.m. and 12 noon on Saturday.

(b) A "night shift" shall be a shift worked between the hours of 7 p.m. and 7 a.m. Monday to Saturday inclusive.

(c) Workers employed on a night shift shall be paid 5s. per week in addition to the rate fixed for the day shift unless engaged in a continuous process. If adult employees in a continuous process work three alternating shifts they shall be paid 5 per cent. extra, if alternating afternoon and night shift 7½ per cent. extra. Male juniors employed on afternoon or night shifts shall be paid 1s. per shift extra, with a maximum payment of 5s. per week.

(d) Workers employed on a shift extending after 7 p.m. shall be paid at night shift rates for the time worked after 7 p.m. provided that workers employed on a shift commencing after 5 p.m. shall be paid at night shift rates throughout, and provided further that by mutual arrangement between an employer and his employees, and for the purpose of providing extra employment, a short shift may be worked with the consent of the Chairman of the Wages Board without payment of night shift rates.

(e) By mutual arrangement between the employer and his employees the hours of duty prescribed herein for workers on night shift may be worked in four shifts without payment for overtime. Under any such arrangement arrived at after the 5th day of July, 1935, all hours of duty beyond ten hours, even if they come within the starting and finishing times of a shift, shall be paid for at overtime rates.

(f) The employment of females before 7 a.m. or of males under 18 years of age after 9 p.m. is prohibited.

(g) As far as practicable employees shall work shifts in rotation.

(6) **OVERTIME.**—(a) For work done by an employee before the usual starting time or after the usual finishing time of his shift or after an employee has completed the ordinary daily hours of work, overtime shall be paid at the rate of time and a half for the first four hours on any one day and double time thereafter.

(b) The usual starting or finishing time in any factory or part thereof shall not be altered except on seven days' notice to the employees, and such starting and finishing times shall be posted on the notice board. (See clause 9.)

(c) Employees called upon to work overtime for more than one hour and not notified the day immediately before shall either be supplied by the employer with a meal or be paid 1s. 6d. tea money. If the notice is given and overtime not worked (except as a result of a breakdown of machinery or plant) the tea money prescribed herein shall be paid.

(d) Juniors for each period of overtime worked shall be paid 6d. up to two hours, and 3d. for each additional hour or part of an hour in addition to their overtime earnings and any tea money to which they may be entitled.

(e) Youths under 18 years of age and females required to work overtime shall be paid overtime at the rate of time and a half to a maximum of four hours in one day and ten hours in one week and double time thereafter.

(7) **TERMS OF EMPLOYMENT.**—(a) Employment shall be on an hourly basis, except notice equivalent to 44 working hours shall be given on either side to terminate employment; such notice may be given at any time. This shall not affect the right of the employer to dismiss any employee without notice for malingering, inefficiency, neglect of duty, or misconduct (in which case wages shall be paid up to time of dismissal only), or to deduct payment for any day the employee cannot be usefully employed because of any strike, or through any breakdown of machinery, or any stoppage of work, or any cause for which the employer cannot be reasonably held responsible.

(b) In lieu of such 44 working hours' notice, except under circumstances referred to above, the employer may pay 44 hours wages; and vice versa the employee leaving his or her employment without notice shall forfeit 44 hours' wages, which may be deducted from any wages due.

(c) Provided that any notice determining the employment solely for the purpose of evading payment for prescribed holidays, and not to determine finally the engagement, shall not deprive the employees of payment for any prescribed holidays occurring or observed between such notice to terminate and the re-engagement, if any.

(d) Where the rationing of work takes place employees shall be guaranteed one week's work in every three weeks.

(8) **MEAL HOURS.**—(a) A meal interval of not less than 45 minutes and not more than one hour shall be allowed each day, provided that by mutual arrangement between the employees and the employer a shorter meal time may be fixed, in which case it shall not be less than 30 minutes.

(b) Time and a half rates shall be paid to any employee required to work during his meal hour. No employee shall be compelled to work for more than five hours without a break for a meal. Provided, however, that where three shifts are worked in a continuous process and it is mutually arranged, there shall be no break for meals, but employees may take their meals in the employer's time as opportunity offers.

(c) An employee engaged in the maintenance of plant shall, when breakdowns occur, work meal hours at the ordinary rates herein prescribed whenever instructed so to do.

(d) Meal intervals having been fixed shall not be altered except on seven days' notice posted in the factory.

(9) **NOTICE BOARD.**—The employer shall permit a notice board to be erected in his establishment for the purpose of posting any notices thereon in connexion with meetings or other business the employees may require, such notice board to be in a prominent position. All such notices shall be submitted to and approved by the employer before being posted.

(10) **TOOLS OF TRADE.**—All materials and appliances required for the cleaning of machinery shall be supplied by the employer free of charge.

(11) **LIMITATIONS.**—(a) Any female employed on woollen or worsted carding machines, back washing machines, or self-acting spinning mules shall be paid the rate fixed for an adult male.

(b) To each pair of mules in the spinning department one adult shall be employed as in charge thereof.

(c) No male employee under 18 years of age shall be permitted to operate the rotary hydros and milling machines in the finishing department.

(d) Work on wet crabbing in the dye house shall be confined to adult employees.

(12) **PAYMENT OF WAGES.**—(a) Wages shall be paid weekly, not later than Friday, except by mutual agreement between employer and his employees.

(b) Any employee kept waiting for his or her wages on pay day for more than ten minutes after the usual time for ceasing work shall be paid at overtime rates for the time so kept waiting.

(c) Where the services of an employee are dispensed with, all wages due shall be paid to him on dismissal or forwarded to him by post on the day following.

(d) Not more than two days' pay of each employee shall be kept in hand by an employer.

(13) **TIME AND WAGES BOOK.**—Each employer shall keep a time and wages book or record showing the name of each employee and his or her occupation, the hours worked each day or each week, and the wages or allowance paid each week.

The time occupied by an employee in filling in any time books 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.

(14) **SUNDAYS AND HOLIDAYS.**—(a) All work done on Sundays (other than work done by employees on continuous shift work in the manufacture of wool tops for export) and on the following holidays shall be paid for at the rate of ordinary time in addition to the ordinary rate:—

New Year's Day, Australia Day, Good Friday, Easter Monday, Anzac Day, King's Birthday, Labour Day, Christmas Day, and Boxing Day.

Provided that Melbourne Cup Day shall be observed as a holiday in the Metropolitan District instead of King's Birthday.

(b) If any other day be by Act of Parliament or proclamation substituted for any of the above-mentioned holidays, the special rate shall only be payable for work done on the day so substituted. All employees on time work off duty on any of the above-mentioned holidays, other than Sunday, shall be paid for such days at the ordinary rates. The piece-workers shall be paid for such days at the ordinary rates payable to employees on time work doing the same class of work.

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

(15) **EMPLOYEES' REPRESENTATIVE.**—(a) A person authorized by the employees shall not be prevented by an employer from visiting and conversing with the employees at meal time or before or after the hours of work.

(b) If any person so authorized makes himself objectionable during any such visit, whether to the employer or any manager or any foreman or any employee his right to visit shall be determined by the employer affected and another person substituted in his place by the employees.

(16) **PIECE-WORK.**—(a) Any employer may fix piece-work rates for any process, provided such rates enable adult employees of average capacity to earn at least the minimum weekly rate prescribed for their respective classes, with the addition of 15 per cent.

(b) Piece-work rates now paid shall not be altered except by mutual agreement between the employer and piece-workers concerned.

(c) Where an employee has worked part of the week on piece-work he or she shall be entitled to his or her earnings in full for the actual time worked on piece-work if the earnings are higher than the minimum rate for such time.

(d) Adults and juniors doing the same operations shall be paid the same piece-work rates.

(e) As far as practicable, different grades of work shall be equitably divided between piece-workers.

(f) A piece-worker who also instructs learners shall receive 10s. per week in addition to piece-work earnings for the first week 7s. 6d. for the second week, and 5s. for the third week, but at the end of the third week shall not be called upon to continue instructing a learner unless paid 5s. per week in addition to the piece-work earnings.

(g) Male piece-workers called upon to perform work before the usual starting time or after the usual finishing time shall be paid 10d. per hour extra on the normal piece-work rates, and female piece-workers 6d. per hour on the normal piece-work rates.

(h) Weavers on commencing a warp, shall be provided with a ticket, on which shall be entered the particulars of the work, i.e. :—

Class of work.
Number of picks per inch.
Length of cut.
Speed of loom.
Price per cut.

W. W. HARRIS, Chairman.

W. L. HARRINGTON, Secretary.

Melbourne, 20th July, 1937.

the polymerization of the monomers in the presence of the catalyst. The polymerization was carried out in a 100-ml. round-bottomed flask equipped with a magnetic stirrer and a reflux condenser.

The monomers were weighed into the flask and the catalyst was added. The flask was sealed and the mixture was stirred at 100°C. for 24 hr. The mixture was then cooled and the catalyst was removed by extraction with diethyl ether.

The polymer was then washed with diethyl ether and dried in a vacuum oven at 100°C. for 24 hr. The polymer was then weighed and the yield was calculated. The polymer was then dissolved in a small amount of diethyl ether and the solution was poured into a large volume of methanol to precipitate the polymer.

The precipitated polymer was then washed with methanol and dried in a vacuum oven at 100°C. for 24 hr. The polymer was then weighed and the yield was calculated. The polymer was then dissolved in a small amount of diethyl ether and the solution was poured into a large volume of methanol to precipitate the polymer.

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