



# VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 251]

FRIDAY, OCTOBER 8.

[1937

Factories and Shops Acts.

## DETERMINATION OF THE WHOLESALE GROCERS BOARD.

NOTE.—(a) On the 23rd December, 1912, the powers of the Wholesale Grocers Board were extended to enable it to fix rates for persons employed in the business of a wine and spirit merchant.

This Determination on the 17th September, 1937, applied to the whole of the State of Victoria.

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 in the business of a wholesale grocer, including a seller of tea," has made the following Determination, namely:—

(1) That on the 17th September, 1937, the last previous Determination of this Board shall be revoked and replaced by this Determination.

(2)

APPRENTICES AND IMPROVERS.		ALL OTHER EMPLOYEES.			
Wages per week of 48 hours.	£ s. d.	Wages per week of 48 hours.			
Under 16 years of age	.. 0 17 0	Within the cities of Ballarat and Bendigo, and the boroughs of Eaglehawk and Sebastopol.	Within the cities of Geelong and Geelong West, and the town of Newtown and Chilwell.	All other parts of Victoria where this Determination applies.	
16 years of age ..	.. 1 2 0	£ s. d.	£ s. d.	£ s. d.	
17 " " ..	.. 1 10 6	Head cellerman, i.e., the principal employee engaged in testing, blending, reducing, or fining wines or spirits ..	4 10 0	4 11 6	4 13 6
18 " " ..	.. 2 1 0	Packers in charge of—			
19 " " ..	.. 2 12 6	10 or more persons ..	4 10 0	4 11 6	4 13 6
20 " " ..	.. 3 3 0	6, 7, 8, or 9 persons ..	4 1 6	4 3 0	4 5 6
PROPORTION (IN ANY PLACE).		1, 2, 3, 4, or 5 persons ..	4 0 0	4 2 0	4 4 0
<i>Apprentices.</i>		Storeman in charge of—			
One apprentice to every three or fraction of three workers receiving not less than 75s. per week of 48 hours.		10 or more storemen ..	4 16 6	4 17 6	5 0 0
An indenture of apprenticeship prescribed by the Board was approved on 24.5.1923.		6, 7, 8, or 9 storemen ..	4 10 0	4 11 6	4 13 6
<i>Improvers.</i>		1, 2, 3, 4, or 5 storemen ..	4 1 6	4 4 0	4 5 6
One improver to every three or fraction of three workers receiving not less than 75s. per week of 48 hours.		Storeman employed singly ..	4 1 6	4 4 0	4 5 6
		All others ..	3 15 0	3 17 6	4 0 0

(3) TIMES OF BEGINNING AND ENDING WORK—

Times of Beginning.	Times of Ending.	
Not earlier than—	Not later than—	
7.45 a.m. ..	12 noon ..	On Saturday, or the day on which the weekly half-holiday is observed.
7.45 a.m. ..	5.30 p.m. ..	On the other working days of the week.

(4) OVERTIME.—The following rates shall be paid for all work done:—

Outside the times of beginning and ending work in any day ..	.. .. .	} First two hours—Time and a half, thereafter—Double time.
Within the times of beginning and ending work, in excess of the maximum number of hours fixed as a week's work in any week ..	.. .. .	

(5) **TEA MONEY.**—Any Employee required to work overtime for a period in excess of one hour after the time fixed for ending work shall be allowed 1s. tea money in addition to overtime rates as prescribed for in this Determination. Provided that this clause shall not apply where the employee was notified 24 hours previously of the intention to work overtime.

(6) **RATIONING.**—Where because of the exigencies of the trade it is intended to ration employees, at least seven days notice shall be given by the employer to the employees affected.

(7) **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 fifty per centum, and for each hour worked beyond the 24 hours aforesaid shall be paid the ordinary wages rate up to but not exceeding ordinary wages rates for an ordinary week's work.

(8) **SPECIAL RATES.**—Double time shall be the special rate for all work done on Sundays, New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, King's Birthday, 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, then the special rate shall be payable only for the day so substituted.

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

(10) **PICNIC DAY.**—Double time shall be paid for all work done in the Metropolitan District on the day on which the employees hold their Annual Picnic.

H. J. RICHARDSON, Chairman.

W. L. HARRINGTON, Secretary.

Melbourne, 1st September, 1937.



# VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 252]

MONDAY, OCTOBER 11.

[1937

Factories and Shops Acts.

## DETERMINATION OF THE PASTRYCOOKS BOARD.

This Determination on the 1st October, 1937, applied to the following parts of Victoria, namely:—The Metropolitan District as defined in the Factories and Shops Acts and the Order in Council thereunder, and such portion of the city of Sandringham as is not included within 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 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 in the process, trade, or business of a pastrycook," has made the following Determination, namely:—

(1) That on the 1st October, 1937, the previous Determination of this Board shall be revoked and replaced by this Determination.

(2) APPRENTICES OR IMPROVERS—MALE OR FEMALE.  
Wages Per Week of 48 Hours.

Experience.	Commencing Age—					
	15 Years or Under.	16 Years.	17 Years.	18 Years.	19 Years.	20 Years.
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
1st six months	15 0	17 6	19 0	24 6	28 6	45 6
2nd "	18 6	21 0	22 6	28 6	38 6	57 0
3rd "	22 0	24 6	26 0	33 6	48 6	..
4th "	25 6	28 0	28 6	38 6	58 0	..
5th "	29 0	30 6	33 0	46 6	..	..
6th "	31 6	35 0	36 6	56 6	..	..
7th "	36 0	38 6	44 0	..	..	..
8th "	39 6	46 0	55 6	..	..	..
9th "	47 0	57 6	..	..	..	..
10th "	58 6	..	..	..	..	..

### PROPORTIONATE NUMBER.

#### Apprentices.

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

#### Improvers.

One improver to the first three workers receiving not less than 93s. per week of 48 hours, and thereafter one improver to every six additional such workers.

### JUVENILE WORKERS.

Wages Per Week of 48 Hours.

Persons under 21 years of age (other than apprentices or improvers) employed as follows:—

	Persons Engaged in General Work for the Whole of Their Working Time.		Females Engaged Decorating Christmas and New Year Cakes.
	Males.	Females.	
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
14 years of age	19 6	..	..
15 "	22 0	18 0	22 0
16 "	25 6	20 0	25 6
17 "	29 0	25 6	29 0
18 "	33 0	27 0	33 6
19 "	37 0	29 6	38 0
20 "	43 6	31 6	42 0

OTHER EMPLOYEES.  
Wages Per Week of 48 Hours.

	s.	d.
Fore-hand, i.e., a person who has charge of a bakehouse or bakehouses in adjacent buildings and employees therein .. .. .	106	0
Single-hand, i.e., a person who has charge of a bakehouse or workroom with no pastrycook, ornamenteer, or ornamental worker under his or her charge .. .. .	101	0
Pastrycooks, ornamenters, ornamental workers, crumpet or muffin bakers .. .. .	93	0
All other males .. .. .	75	0
Females engaged in general work .. .. .	33	6
	Per hour.	
	2	6

Jobbers, i.e., casual workers engaged for not more than half the number of hours fixed for a week's work .. 2 6

(3) TERMS OF EMPLOYMENT.—Employees, other than casual employees, who work less than 48 hours in any week may be paid the ordinary wages rate calculated *pro rata* according to the number of hours worked.

(4) That wherever occurring in this Determination, the expression "General Work" shall only include —

Bringing fuel to oven.	Emptying tins or trays.
Bringing in raw material.	Labelling tins or boxes.
Buttering tins.	Packing wedding cakes, other cakes, or pastry.
Carrying goods to and from the oven.	Papering hoops.
Cleaning bakehouse yard or premises.	Turning hand machines.
Cleaning fruit and cutting peel.	Washing of machines.
Cleaning pans, tins, tools, or other utensils.	Wrapping cakes or flour.
Cracking eggs.	

(5) TIME OF BEGINNING AND ENDING WORK :—

	Time of Beginning.	Time of Ending.
On Friday .. .. .	6 a.m.	10 p.m.
On other days .. .. .	6 a.m.	7 p.m.

(6) OVERTIME :—

*Outside the hours fixed as the times of beginning and ending work—*

(a) Between the hours of 10 p.m. and 6 a.m.	}	During the first 48 hours of such work in any week	<i>Apprentices, Improvers, and Juvenile Workers,</i> 1½d. per hour in addition to ordinary rates.
		Thereafter .. .. .	<i>All Other Persons,</i> 2½d. per hour in addition to ordinary rates.
(b) Between the hours of 7 p.m. and 10 p.m. (except on Friday)	}	.. .. .	.. Time and a half.
		.. .. .	.. Double time.

*Within the hours fixed as the times of beginning and ending work, in excess of 48 hours in any week—*

(a) During the first six hours of such work .. .. .	.. Time and a half.
(b) Thereafter .. .. .	.. Double time.

(7) TERMINATION OF EMPLOYMENT.—Employees who have worked for 28 days or longer shall give or receive one week's notice of termination of employment, or one week's wages shall be forfeited or paid in lieu thereof.

(8) PUBLIC HOLIDAYS.—That double time shall be the special rate for all work (except making fermented doughs) done on New Year's Day, 26th January (Australia Day), 21st April (Eight Hours Day), Good Friday, Easter Monday, King's Birthday, Christmas Day, and Boxing Bay; but 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.

(9) SUNDAY WORK.—Except in the making of fermented doughs no person shall be employed on Sunday before 10 p.m.

(10) TIME BOOK.—The correct times of beginning and ending work shall be recorded daily in a book, time card, or by mechanical means, to be furnished by the employer, such record to be open for inspection by the permanent Secretary-Treasurer of the Victorian Branch of the Pastrycooks Union of Australia.

(11) AUTHORIZED PERSON MAY ENTER FACTORY.—The permanent Secretary-Treasurer of the Pastrycooks Union of Australia, Victorian Branch, shall have power to enter and inspect during working hours any part of a pastrycook's factory or workshop in which any work is being carried on. The Secretary-Treasurer of the Pastrycooks Union shall have the right to interview employees in regard to conditions of employment at the employer's convenience.

(12) MEAL TIME.—A meal break of not less than 30 minutes and not more than one hour shall be allowed after a period of four hours' and not more than five hours' continuous work. Such meal break shall not be calculated as time worked.

(13) REST PERIODS.—A rest period of ten minutes in the forenoon and ten minutes in the afternoon shall be given all female workers without any deduction from wages.

(14) FEMALE EMPLOYEES.—No female of any age (other than a packer) shall be employed prior to 6 a.m.

(15) PICNIC DAY.—The third Tuesday in February shall be a holiday and no person shall be employed between 10 p.m. on the Monday immediately preceding and midnight on the holiday.

(16) DETERMINATION TO BE EXHIBITED.—A copy of this Determination shall be posted or hung up in a place where it is easily accessible to the employees.

H. J. RICHARDSON, J.P., Chairman.

J. B. DEWAN, Secretary.

Melbourne, 16th September 1937.



# VICTORIA GOVERNMENT GAZETTE.

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No. 253]

MONDAY, OCTOBER 11.

[1937

Factories and Shops Acts.

## DETERMINATION OF THE MUSICAL INSTRUMENTS 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 appointed to "determine the lowest prices or rates which may be paid to any persons employed in manufacturing or tuning any musical instrument of which wood forms a part," has made the following Determination, namely:—

(1) That on the 8th October, 1937, the last previous Determination of this Board shall be revoked and replaced by this Determination.

(2)

ALL CLASSES OF WORKERS (OTHER THAN THOSE ENGAGED IN THE PROCESS, TRADE, OR BUSINESS OF A BUILDER OF PIPE ORGANS):

(a) Apprentices.	(b) Improvers.	(c) All other Employees.	Weekly Wages.																																																																																					
			Within 20 Miles of G.P.O., Melbourne, 10 Miles of G.P.O., Geelong, at Warrambbool, and in the Mildura and Gippsland Districts.	Elsewhere in Victoria.																																																																																				
Weekly Wages.	Weekly Wages.		£ s. d.	£ s. d.																																																																																				
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<p>PROPORTION.</p> <p>(In any place.)</p> <p style="text-align: center;">Males.</p> <p>One male apprentice to every three or fraction of three male workers receiving not less than the minimum wage.</p> <p style="text-align: center;">Females.</p> <p>One female apprentice to every female worker receiving not less than the minimum wage.</p>	<p>PROPORTION.</p> <p>(In any place.)</p> <p style="text-align: center;">Males.</p> <p>One male improver to every six or fraction of six male workers receiving not less than the minimum wage. Provided that at least three male workers receiving not less than the minimum wage must be employed before a male improver can be employed.</p> <p style="text-align: center;">Females.</p> <p>One female improver to every six or fraction of six female workers receiving not less than the minimum wage.</p>																																																																																							

(3) ORDINARY WORK'S WORK.—The number of hours to constitute a week's work shall be as follows:—

Males .. .. .	.. 44 hours	} To be worked between the times of beginning and ending work shown below.
Females .. .. .	.. 44 hours	
Times of beginning.	7 a.m. .. .. .	Times of ending.
	7 a.m. .. .. .	6 p.m. Mondays to Fridays.
	7 a.m. .. .. .	1 p.m. Saturdays.

(4) OVERTIME.—All time worked before or after the usual times of beginning and ending work, or in excess of eight and three-quarter hours per day, shall be paid for at the rate of time and one-half for the first four hours and double time thereafter provided that all time worked between the hours of 9 p.m. and 7 a.m. shall be paid for at the rate of double time.

All work done outside the times of beginning and ending work on any holiday specified in clause (14) shall be paid for at the rate of double time.

No person under the age of seventeen years shall be permitted to work more than four hours' overtime in any week.

(5) TEA MONEY.—All employees required to work beyond the usual time of ending work shall be allowed 2s. tea money in addition to overtime rates as prescribed in this Determination when the usual time of ending work is exceeded by two hours.

(6) TERMS OF ENGAGEMENT.—Except as herein in this Determination provided, all employees shall be employed by the week. Employees to become entitled to the weekly wage prescribed by this Determination must be available and ready and willing to perform such work as the employer shall from time to time require on the days and during the hours usually worked by the class of employees affected. Where the majority of the employees of any establishment or of any department of such establishment agree to work part time for any period or to close down for any period on days other than the prescribed holidays, the provisions of the weekly wage shall not apply to any employee of such establishment or department during such periods.

Employment for the first two weeks of service at any time shall be from hour to hour at the weekly rate fixed.

(7) TEMPORARY WORK.—(a) Temporary employees shall be paid at the hourly rate prescribed for the particular class of work, with the addition of 10 per cent.

(b) The hourly rate for any work for which a weekly rate is prescribed by this Determination is to be ascertained by dividing the weekly rate by the number of hours which constitute the employee's ordinary working week.

(8) TERMINATING EMPLOYMENT.—Employment to be terminated only by a week's notice on either side, and such notice may be given at any time during the week. This shall not affect the right of the employer to dismiss any employee without notice for malingering, inefficiency, neglect of duty, or misconduct, or to deduct payment for any time the employee cannot be usefully employed because of any strike, or through any breakdown of machinery, or any stoppage of work by any cause for which the employer cannot reasonably be held responsible.

An employer shall not terminate the employment of an employee for the purpose of evading payment for the holidays prescribed by this Determination.

Where an employee is dismissed within seven days prior to any such holiday the re-engagement of such employee within seven days after such holiday shall be prima facie evidence that the employment was terminated for the purpose of evading payment for such holiday.

Where the employer terminates the employment within one week of a day on which a holiday occurs, the employee shall be paid for such holiday of holidays prescribed by this Determination, provided that such employee had been employed by the employer for a period of at least one week prior to the termination of the employment.

Should an employee be dismissed during the course of a week, any wages due to him shall be paid to him forthwith, or shall be posted to him within 24 hours.

(9) SPECIAL RATES FOR SUNDAYS AND HOLIDAYS.—Any employee who is employed on any holiday specified in clause (14) shall be paid at the rate of ordinary time in addition to the usual rate.

All work done on Sundays shall be paid for at the rate of double time.

(10) MIDDAY MEAL.—An interval of not less than 30 minutes shall be allowed for the midday meal between the hours of 12 noon and 2 p.m.

(11) REST PERIOD.—When any spell of duty is for more than four hours, an interval of ten minutes, to be selected by the employer, shall be allowed in the third hour to females for refreshment. The interval shall be as part of the time of duty, without deduction of time-work pay. During such rest period the employees may leave their seats, but not the premises.

(12) MATERIALS TO BE PROVIDED.—Any employee engaged at french polishing shall be supplied with all materials, including rags, brushes, and kit-box.

(13) ALLOWANCES FOR TRAVELLING TIME AND BOARD.—All time reasonably occupied by an employee in travelling to or from work outside the shop and outside ordinary hours and in travelling to and from work in a country district if engaged in the metropolitan district for employment in a country district shall be treated as time of duty and paid for at ordinary rates up to a maximum of eight hours for the journey, except on Sundays, when time and a half rates shall be paid up to a maximum of eight hours for the journey. Provided that, where an employee proceeds direct from his or her home to a job outside the factory, he or she shall be paid for all time reasonably occupied in travelling to the job in excess of the time usually taken to go from his or her home to the factory.

All fares and reasonable travelling expenses incurred by an employee in such travelling, including the cost (if any) incurred for meals—together with the reasonable cost of board and lodging if the employee has to be away from his or her home for a night—shall be paid to the employee.

The fares allowed shall be first class where the employee has to travel all night in connexion with his employer's business, and in other cases the fares shall be second class.

The foregoing travelling and accommodation allowances shall be paid additional to the usual rates for the time employees are working, but shall not apply to piano tuners who are members of the staff of a retail selling organization as distinct from a factory.

When it is more convenient for the employee to go direct to the job from his or her home he or she shall do so, and start and cease work at the usual times customary at the factory, provided that any extra expense incurred by him or her in travelling shall be borne by the employer.

(14) HOLIDAYS.—All weekly wage employees shall be granted the following holidays without deduction of pay:—The days observed as New Year's Day, Australia Day (26th January), Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day, and Boxing Day.

All employees working on piece-work or task-work shall be granted the same holidays as are granted to weekly wage workers, and, subject as hereinafter provided, they shall be paid for such holidays the amount for each holiday based on the minimum weekly wage as set out in this Determination for the class of work performed.

If any of the above holidays occur on a Sunday or Saturday and are not observed on any other day, then employees shall not be paid for such Sunday, and shall be paid for such Saturday as for a half-day, but not otherwise.

All other weekly employees shall be paid for the above holidays an amount for each holiday based on the actual weekly wage paid to them by the employer.

Any employee absenting himself or herself from work on any portion of the working day preceding a holiday provided for herein other than Boxing Day and New Year's Day without permission from the employer or without having reasonable cause for having absented himself or herself from work shall not be entitled to payment for such holiday.

(15) SICKNESS, ACCIDENTS.—Any employee not attending duty shall lose his or her pay for the actual time of non-attendance unless he or she produces or forwards within 24 hours of the beginning of his or her absence evidence satisfactory to the management that his or her non-attendance was due to personal accident arising out of or in the course of his or her employment or to personal ill-health sufficient to incapacitate him or her for his or her usual work.

An employee shall not be entitled to payment for non-attendance on the ground of accident or ill-health for more than six days in each year.

For the purpose of this clause a year shall mean a period of twelve months commencing on the 17th day of August in each year.

(16) PAY DAY.—All employees shall be paid weekly on any other day than Saturday.

No employer shall hold more than two days' pay in hand.

Any employee kept waiting for his or her pay on pay day for more than a quarter of an hour after the usual time for ceasing work shall be paid overtime rates after that quarter of an hour and as for a quarter of an hour at least.

(17) PIECE-WORK.—The employer may fix his own piece-work prices or task rates, provided such prices or rates enable an employee of average capacity working under like conditions to earn at least 10 per cent. more than the minimum weekly wage prescribed for the class of work performed. The same piece-work prices shall be paid to all piece-workers doing the same operation in the factory, whether they be apprentices or improvers on piece-work, or otherwise.

All piece-workers who are available and ready and willing to work during the ordinary working hours shall be paid in each week, in the case of males not less than 7s. and in the case of females not less than 40s. 6d.

(18) PERIODICAL ADJUSTMENT OF WAGES.—The wages rates set out in clause (2) (c) are based upon the following basic wage rates for adult males and minimum rates for adult females, and, pursuant to the provisions of Section 21 of the *Factories and Shops Act 1934*, shall be automatically increased or decreased by the same amount and at the same time as such basic wage rates and minimum rates.

The basic wage rates and minimum rates shown hereunder shall be adjusted as prescribed in clause (19) :—

Place.	Basic Wage for Adult Males and Minimum for Adult Females.		Index Number Set Assigned.
	£	s. d.	
Within 20 miles of G.P.O., Melbourne—			
Males .. .. .	3	9 0	Melbourne
Females .. .. .	1	17 6	
Within 10 miles of G.P.O., Geelong—same as the contemporaneous basic wage and minimum for Melbourne.			
Warrnambool—same as contemporaneous basic wage and minimum for Melbourne.			
Mildura and Gippsland districts—same as contemporaneous basic wage and minimum for Melbourne.			
Yallourn—until further order the same amount in excess of Melbourne as at present, viz., 6s. 6d. per week.			
Elsewhere—3s. and 1s. 6d. respectively less than the contemporaneous basic wage and minimum for Melbourne.			

(19) ADJUSTMENT OF BASIC WAGE FOR ADULT MALES AND MINIMUM RATE FOR ADULT FEMALES.—(a) Until the beginning of the first pay period to commence in December, 1937, the amounts of the basic wage and the minimum for females shall be as prescribed in clause (18).

(b) During each future period of six months beginning with the first pay period to commence in a December or a June the amounts of the basic wage and minimum for females shall be adjusted by the following method according to the position and fluctuations (if any) of the Commonwealth Statistician's "All Items" Retail Price Index Numbers.

For the purposes of this Determination the expression "Commonwealth Statistician's Retail Price Index Numbers" or any like expression means the numbers stated to be such Index Numbers in any document purporting, and not proved to be wrongly so purporting, to be printed by the Commonwealth Government Printer or to be signed by or on behalf of the Commonwealth Statistician.

1. The Index Number set to be applied to a place is that assigned thereto in clause (18).
2. The Index Number for the calendar half year next preceding the period of six months for which the adjustment is made is to be ascertained.
3. The amount assigned in the following table (or any extension thereof) to the Index Number Division comprising that Number is to be ascertained.
4. The basic wage shall be of that assigned amount during such period of six months.

Table.

Index Number Divisions.	Basic Wage.	Index Number Divisions.	Basic Wage.
	£ s. d.		£ s. d.
735-746 .. .. .	3 0 0	834-845 .. .. .	3 8 0
747-759 .. .. .	3 1 0	846-858 .. .. .	3 9 0
760-771 .. .. .	3 2 0	859-870 .. .. .	3 10 0
772-783 .. .. .	3 3 0	871-882 .. .. .	3 11 0
784-796 .. .. .	3 4 0	883-895 .. .. .	3 12 0
797-808 .. .. .	3 5 0	896-907 .. .. .	3 13 0
809-820 .. .. .	3 6 0	908-919 .. .. .	3 14 0
821-833 .. .. .	3 7 0	920-932 .. .. .	3 15 0

The Index Number Divisions in this table are based upon the equating of the Index Number 1,000 with a basic wage of 81s. per week, and any extension of the table must be similarly constituted.

(c) The amounts of the weekly rates for Apprentices and Improvers shall be adjusted proportionately to adjustments of the basic wage calculated to the nearest sixpence, any broken part of sixpence in the result not exceeding threepence to be disregarded.

(d) Piecework prices shall be increased or decreased in the same proportion as the rate for the journeymen or journeymen in the respective classes.

A. S. HAUSER, P.M., Chairman.

REX L. CECIL, Secretary.

Melbourne, 23rd September, 1937.







# VICTORIA GOVERNMENT GAZETTE.

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No. 254]

MONDAY, OCTOBER 11.

[1937

Factories and Shops Acts.

## DETERMINATION OF THE WHARFS AND JETTIES BOARD.

NOTE.—This Determination, on the 11th October, 1937, applied to the following parts of Victoria, namely:—The metropolitan district as defined in the *Factories and Shops Act 1928* (No. 3677) and the Order in Council thereunder; such portions of the city of Sandringham as are not within the said district; the cities of Ballarat, Bendigo, Geelong, Geelong West, and Warrnambool; the town of Newtown and Chilwell; the boroughs of Eaglehawk and Sebastopol and the Moorpanya riding of the shire of Corio.

IN accordance with the provisions of the *Factories and Shops Acts*, the Wages Board which since the 10th November, 1927, has had the power to "determine the lowest prices or rates which may be paid to any persons employed in the trade of constructing or demolishing wooden or concrete wharfs, piers, or jetties," has made the following Determination, namely:—

(1) That on the 11th October, 1937, the last previous Determination of this Board shall be revoked and replaced by this Determination.

(2)

Apprentices and Improvers.		Per Week of 44 Hours.	Other Employees.		Wages Per Week of 44 Hours.					
					Where One Shift only is Worked.	Where Two Shifts are Worked.				
WAGES.						<i>s.</i>	<i>d.</i>			
	<i>s.</i>	<i>d.</i>	Foreman, responsible only to contractor, engineer, or his deputy .. .. .	111	0	114	0			
Under 16 years of age ..	24	0	Leading hand, i.e., a person in charge of not less than—							
" 17 " " ..	31	6	(a) three nor more than ten employees .. .. .	106	3	109	3			
" 18 " " ..	38	3	(b) eleven nor more than fifteen employees .. .. .	109	3	112	3			
" 19 " " ..	47	9	Pile-driver .. .. .	102	0	105	0			
" 20 " " ..	55	9	Pile-driver's offsider .. .. .	86	0	89	0			
" 21 " " ..	64	3	Pile-pointer .. .. .	88	6	91	6			
			Pile-ringer .. .. .	88	6	91	6			
PROPORTION (in any place).			Wharf carpenters, employed on cross heads, beams, walings, transoms, kerbings, capping and bollards, braces or lower walings, decking, marginal or stepping decking, fenders, tie beams, trimmers, ladders and steps, platforms for points and approaches thereto, boat landings, ring bolts, mooring hooks, mooring piles, beacons, fencing, or form work for concrete construction .. .. .				100	3	103	3
Apprentices.			Saw sharpener .. .. .				99	6	102	6
One apprentice to every three or fraction of three workers receiving not less than 75s. per week of 44 hours.			Machine borer .. .. .				83	0	86	0
Improvers.			Cleater .. .. .							
Three improvers to every four or fraction of four workers receiving not less than 75s. per week of 44 hours.			Cradler or squarer .. .. .				81	0	84	0
			Hand borer .. .. .							
			Wharf carpenter's assistant .. .. .				78	6	81	6
			Dumper .. .. .							
			Demolition worker .. .. .				75	0	78	0
			All others .. .. .							
			CONCRETE WORK.							
			Men filling moulds .. .. .				81	0	84	0
			Gaugers .. .. .							
			Mixers .. .. .							
			Men employed on reinforcements .. .. .				75	0	78	0
			Barrowmen or general labourers .. .. .							

(3) **TERMS OF EMPLOYMENT.**—Employees, who work less than 44 hours in any week, may be paid the ordinary wages rate calculated *pro rata* according to the number of hours worked.

(4) **WET WORK RATE.**—Men who in the ordinary course of their work are—

- (i) Wetted from feet to knees .. . . . { shall be paid 1s. per day or portion of a day extra, irrespective of
- (ii) Working on rafting or staging awash .. . . . { whether rubber boots are worn or not.

(5) **SHIFTS.**—That—

(a) The hour of beginning and the hour of ending each shift shall be as follows:—

Where one shift is worked—

	Time of Beginning.	Time of Ending.
Monday to Friday (day shift) .. . . .	8 a.m.	5 p.m.
Saturday (day shift) .. . . .	7.45 a.m.	11.45 a.m.

Where two shifts are worked—

Monday to Saturday (day shift) .. . . .	6.30 a.m.	2.30 p.m.
"    "    "    (afternoon shift) .. . . .	2.30 p.m.	10.30 p.m.

Any of the above times of beginning and ending may be varied on any job by mutual consent of the employer and the majority of the employees, but in no case shall the total length of any shift be increased.

(b) The higher rate to be paid for each hour or fraction of an hour worked by any employee before or after his shift shall be time and a half for the first four hours, and thereafter double time.

(6) **CHANGING TIME.**—When an employee, in the course of his work, falls or is knocked into water, not more than one hour without deduction of pay shall be allowed to enable him to change into dry clothing.

(7) **SPECIAL RATES.**—Double time shall be the rate payable for all work done on Sunday, New Year's Day, Australia Day, Labour Day, Good Friday, Easter Monday, Anzac Day, King's Birthday, 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.

H. J. RICHARDSON, J.P., Chairman.

-GEO.-E. PARR, Secretary.

bourne, 24th September, 1937.



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MONDAY, OCTOBER 11.

[1937

Factories and Shops Acts.

## DETERMINATION OF THE JEWELLERS BOARD.

NOTE.—This Determination on the 11th October, 1937, 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 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 in the process, trade or business of a manufacturing jeweller," has made the following Determination, namely:—

(1) That on the 11th October, 1937, the last previous Determination of this Board shall be revoked and replaced by this Determination.

(2)

Apprentices or Improvers.	Juvenile Workers (other than Apprentices or Improvers).	Other Employees.
APPRENTICES.	WAGES PER WEEK OF 44 HOURS. FEMALES. . . . .	WAGES PER WEEK OF 44 HOURS. MALES. . . . . s. d.
WAGES. per week of 44 hours.		
Males. Females.		
s. d. s. d.	(a) (1) Engaged at sandblasting, pinning-up brooches, scratch-brushing, washing-out, wiring-up for gilder, or making silver or base metal chain by machinery;	Jewellery setter, tool maker, engine-turner, bracelet and bangle maker, melter and refiner, boltring maker, lapper, mounter, ring maker, case maker (any part of which is composed of silver or gold), silversmith, stamper, swivel maker, diamond mounter, enameller, repairer, chain maker, gilder, melter, polisher, colourer, wire twister, tube drawer, or pressworker . . . . . 92 6
1st year—	(2) Assisting in making base metal jewellery, no part of which is composed of gold or silver;	Plate roller, or wire roller and drawer, without previous experience—
1st six months ..	(3) Filling-in enamel work—	During the 1st six months' experience 75 6
2nd six months ..	(4) Carding of jewellery— s. d.	Thereafter . . . . . 86 0
2nd year—	1st year—	All others . . . . . 85 0
1st six months ..	1st six months ..	
2nd six months ..	2nd six months ..	
3rd year—	2nd year ..	
1st six months ..	3rd year ..	
2nd six months ..	4th year ..	
4th year—	5th year ..	
1st six months ..	(b) Engaged in press working or operating engine-turning machine or work hereinafter defined as that of a process worker—	
2nd six months ..		
5th year—	s. d.	
1st six months ..	1st year—	
2nd six months ..	1st six months ..	
6th year—	2nd six months ..	
1st six months ..	2nd year ..	
2nd six months ..	3rd year ..	
	4th year ..	
	5th year ..	

Apprentices or Improvers.		Juvenile Workers (other than Apprentices or Improvers).		Other Employees.	
IMPROVERS.				WAGES PER WEEK OF 44 HOURS.	
		WAGES. Per week of 44 hours.		FEMALES.	
		Males.	Females.	s. d.	
		s. d.	s. d.		
1st year—				Bracelet and bangle maker, melter or refiner, bolting maker, lapper, mounter, ring maker, colourer, wire twister, tube drawer, polisher, case maker (any part of which is composed of silver or gold), silversmith, stamper, swivel maker, diamond mounter, enameller (other than any person engaged filling-in), repairer, or maker of gold chain over 5 dwt. to the foot .. .. .	
1st six months ..	12 6	12 6		.. .. . 92 6	
2nd six months ..	17 6	15 0		Maker of the following classes of chain by hand—	
2nd year—				Up to 5 dwt. to the foot, 18 or 15 carat (solid) .. .. .	
1st six months ..	21 0	17 0		.. .. . 92 6	
2nd six months ..	23 6	20 0		Up to 4 dwt. to the foot, 9 carat (solid) .. .. .	
3rd year—				Up to 2 dwt. to the foot (hollow) .. .. .	
1st six months ..	25 6	22 0		.. .. . 92 6	
2nd six months ..	28 6	24 6		Examiner, tester, and solderer of machine-made chain (solid)—	
4th year—				Up to 5 dwt. to the foot, 18 carat .. .. .	
1st six months ..	35 0	28 6		.. .. . 52 0	
2nd six months ..	40 0	32 0		Up to 4 dwt. to the foot, 15 carat .. .. .	
5th year—				.. .. . 52 0	
1st six months ..	52 6	37 6		Up to 3 dwt. to the foot, 9 carat .. .. .	
2nd six months ..	62 6	40 0		.. .. . 52 0	
				Pinner-up of brooches, sandblaster, scratch brusher, maker or assistant to maker or polisher of base metal, jewellery, no part of which is composed of gold or silver, or any person engaged filling-in any enamel work .. .. .	
				.. .. . 43 0	
				Pressworker (weight of press not to exceed 3 cwt.) .. .. .	
				.. .. . 46 6	
				Pressworker (weight of press exceeding 3 cwt.) .. .. .	
				.. .. . 55 0	
				Process worker .. .. .	
				.. .. . 46 6	
				All others .. .. .	
				.. .. . 85 0	

PROPORTION (IN ANY PLACE).  
Apprentices.

One male apprentice to every two or fraction of two male workers receiving not less than 75s. 6d. per week of 44 hours.

One female apprentice to every three or fraction of three female workers receiving not less than 43s. per week of 44 hours.

The prescribed form of indenture as amended was approved on 23rd January, 1918, and must be used.

Improvers.

One male improver to every six male workers receiving not less than 85s. per week of 44 hours.

One female improver to every five female workers receiving not less than 43s. per week of 44 hours.

(3) TIME OF BEGINNING AND ENDING WORK—

Time of Beginning.	Time of Ending.
Saturday—	
7.30 a.m. .. .. .	1 p.m.
On the other working days of the week—	
7.30 a.m. .. .. .	6 p.m.

- (4) OVERTIME.—The following rate shall be paid for all work done—  
 (a) Outside the hours fixed in clause (3)  
 (b) Within the hours fixed in clause (3) in excess of 44 hours in any week } Time and a half.

(5) SPECIAL RATES.—Double time shall be the rate for all work done on Sunday, New Year's Day, Foundation Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, King's Birthday, Christmas Day, 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 rate shall only be payable for work done on the day so substituted.

(6) PAYMENT FOR A SHORT WEEK.—Where a week of less than 44 hours is worked, the legal rate of payment for such week shall be 1/44 of the rate provided in clause 2 for the class of work done, multiplied by the number of hours actually worked.

(7) DEFINITION:—A process-worker is an employee engaged at:—

- (a) Repetition work on any automatic, semi-automatic, or single purpose machine, or any machine fitted with jiggs, gauges, dies or other tools rendering operations mechanical;
- (b) Assembling of parts of metallic articles in which no fitting or adjustment requiring skill is required.

(8) NOTICE OF INTENTION TO WORK OVERTIME.—

- (a) An employer shall, as far as practicable, give 24 hours' notice of his intention to work overtime;
- (b) Should an employer require his employees to work overtime in excess of one hour on any day without giving the notice mentioned in clause 8 (a), he shall pay the employees concerned the following allowances as tea money:—  
 Adults, 1s. 3d.; other employees, 9d.
- (c) Should an employer give notice as provided in clause 8 (a), and on the day when such overtime was to have been worked cancel the arrangement, he shall pay the following allowances to the employees concerned:—Adults, 1s. 3d.; other employees, 9d. This extra payment, however, need not be paid if the cancellation of the overtime order is made necessary through a machinery breakdown.

(9) ALL WORK TO BE DONE ON EMPLOYERS' PREMISES.—It shall be a breach of this Determination if:—

- (a) An employer requires an employee to take home any material for the purpose of doing any work within the scope of this Determination.
- (b) An employee takes home any material for the purpose mentioned in clause 9 (a).

H. J. RICHARDSON, J.P., Chairman.

J. W. RYAN, Secretary.

Melbourne, 23rd September, 1937.



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MONDAY, OCTOBER 11.

[1937

Factories and Shops Acts.

## DETERMINATION OF THE CHAR WORKERS BOARD.

NOTE.—This Determination on the 8th October, 1937, applied to the following parts of Victoria, namely:—The Metropolitan District and the Geelong District as defined in the Factories and Shops Acts and the Order in Council thereunder; such portion of the City of Sandringham as is not included within the Metropolitan District; the cities of Ballarat, Bendigo, and Warrnambool; and the boroughs of Eaglehawk and Sebastopol.

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board, which since the 18th June, 1929, has had the power "to determine the lowest prices or rates which may be paid to any person or persons or classes of persons (other than persons subject to the jurisdiction of the Boarding Houses Board, of the Hospital and Benevolent Asylum Attendants Board, or of the Hotel and Restaurant Board) employed at office cleaning or general cleaning work of a like character *in or about any building* in which any process, trade, business, or occupation is carried on for profit," has made the following Determination, namely:—

(1) That on the 8th October, 1937, the last previous Determination of this Board shall be revoked and replaced by this Determination.

(2)

Improvers.	Per week of 46 hours.	Other Employees.	Per week of 46 hours.
<b>MALES.</b>		<b>WAGES.*</b>	
<b>WAGES.</b>		<b>Males.</b>	
	<i>s. d.</i>		<i>s. d.</i>
Under 19 years of age .. .. .	29 0	Office cleaners or general cleaners in charge of—	
19 and under 20 years of age .. .. .	37 0	4 or more office cleaners or general cleaners ..	103 6
20 years of age .. .. .	44 0	1, 2, or 3 office cleaners or general cleaners ..	92 0
		Other office cleaners or general cleaners ..	81 0
<b>PROPORTION.</b>		<b>Females.</b>	Per week of 44 hours.
<i>Improvers.</i>		Office cleaners or general cleaners in charge of—	
One male improver to every five male workers receiving not less than 81s. per week of 46 hours.		4 or more office cleaners or general cleaners ..	89 7
		1, 2, or 3 office cleaners or general cleaners ..	78 7
		Other office cleaners or general cleaners ..	72 5
<b>FEMALES.</b>	Per week of 44 hours.		
<b>WAGES.</b>			
	<i>s. d.</i>		
Under 19 years of age .. .. .	22 6		
19 and under 20 years of age .. .. .	30 0		
20 years of age .. .. .	37 0		
<b>PROPORTION.</b>			
<i>Improvers.</i>			
One female improver to every ten female workers receiving not less than 72s. 5d. per week of 44 hours.			

\* In cases where the employer provides quarters for an employee an amount not exceeding 10s. per week may be deducted.

NOTE.—The employer shall supply all necessary tools and materials free.

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.

No. 256.—12667.

(3) TIMES OF BEGINNING AND ENDING WORK (other than casual employees)—

(a) For Males who reside on the premises—

Times of Beginning.		Times of Ending.	
6 a.m.	.. .. .	1 p.m.	on Saturday.
6 a.m.	.. .. .	9 p.m.	on the other working days of the week.

(b) For other Males—

6 a.m.	.. .. .	1 p.m.	on Saturday.
6 a.m.	.. .. .	6 p.m.	on the other working days of the week.

(c) For Females—

6 a.m.	.. .. .	1 p.m.	on Saturday.
6 a.m.	.. .. .	9 p.m.	on the other working days of the week.

(4) OVERTIME.—That the following rates shall be paid for overtime :—

Outside the hours fixed in clause 3 .. .. Time and a quarter except that males shall be paid at the rate of time and a half and females double time for all work performed by them on Saturday after 1 p.m.

Within the hours fixed in clause 3 in excess of the number of hours as fixed for a week's work 3s. per hour.

(5) EMPLOYMENT FOR LESS THAN FULL WEEK.—(a) Persons who are employed during any week for not more than one-half the maximum number of hours fixed in this Determination as a week's work, shall be paid at the rate of time and a quarter.

(b) Persons who are employed during any week for more than one-half the maximum number of hours fixed in this Determination as a week's work, but for less than 46 hours in the case of males, or 44 hours in the case of females, shall be paid not less than the ordinary wages rate calculated *pro rata* according to the number of hours worked.

(6) ANNUAL LEAVE.—Any employee who has been in the service of an employer for a period of not less than twelve months, shall be granted with pay, one week's holiday in each year (exclusive of the holidays mentioned in clause 7) and such holiday shall be given within three months of the completion of twelve months service, provided that, for the purposes of this clause, any service prior to the 7th August, 1937, shall not be taken into account, and that payment for such holiday pay shall be calculated on an average of the four weeks immediately preceding such holiday.

Provided further, that any employee who leaves or is dismissed before the expiration of twelve months shall be given or paid for holidays *pro rata* in accordance with the length of service, viz., one day for each complete two months of service.

(7) PAYMENT FOR HOLIDAYS.—All employees other than casual employees shall be entitled to the following holidays without deduction of pay :—New Year's Day, Australia Day, Anzac Day, Labour Day, Good Friday, Easter Monday, King's Birthday, Christmas Day, and Boxing Day.

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

A. S. HAUSER, P.M., Chairman.

A. G. ALLEN, Secretary.

Melbourne, 23rd September, 1937.



VICTORIA  
GOVERNMENT GAZETTE.

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No. 257

MONDAY, OCTOBER 11.

[1937

Factories and Shops Acts.

DETERMINATION OF THE ENGINEERS AND BRASSWORKERS (UNSKILLED)  
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 appointed to "determine the lowest prices or rates which may be paid to any unskilled persons employed—

- (a) in the process, trade, or business of a brassfounder or brassfinisher, or in the process, trade, or business of a brassfounder or brassfinisher or of any electrical apparatus or machinery or parts thereof;
- (b) in the process, trade or business of a mechanical engineer, including—
- |                              |                   |                         |
|------------------------------|-------------------|-------------------------|
| (1) a patternmaker,          | (4) a blacksmith, | (7) a borer,            |
| (2) an iron or brass turner, | (5) a planer,     | (8) a milling machiner; |
| (3) a fitter,                | (6) a slotter,    |                         |
- (c) in the trade of a maker of scientific instruments, fireproof safes, strongroom doors, safe locks (four or more levers), or locks of the same quality;
- (d) in performing any engineering fitting or engineering machining work not already under the jurisdiction of the Board;
- (e) in preparing iron or steel material for reinforcing concrete for building or other purposes;
- (f) in the occupation of a coppersmith, but not including any person or classes of persons subject either to the Determination of the Tinsmiths Board or to the Determination of the Plumbers Board;
- (g) in the trade of moulding, casting, dressing, fitting, or machining any articles made of cast aluminium or from aluminium alloys;
- (h) in the trade of fitting or machining any articles made from sheet aluminium or from aluminium alloy sheets heavier in either case than 10 gauge;
- (i) in the process, trade, or business of making or repairing typewriters, book-keeping machines, adding machines, or calculating machines,"

has made the following Determination:—

(1) That, as from the beginning of the first pay period to commence in October, 1937, the last previous Determination of this Board shall be revoked and replaced by this Determination.

(2)

Adults.	Wages per Week of 44 Hours.	
	Within a Radius of 20 Miles of G.P.O., Melbourne, 10 Miles of G.P.O., Geelong, at Warrambool, and within Mildura and Gippsland Districts.	Other Parts of Victoria where this Determination Applies.
	£ s. d.	£ s. d.
Blacksmith's striker	4 5 0	4 2 0
Blacksmith's striker on double fires and other assistant	4 7 0	4 4 0
Man attending small rivet heating, bolt heating, or similar type of fires	4 7 0	4 4 0
Men engaged in the erection of block and tackle gear	4 7 0	4 4 0
Hammer drivers	4 7 0	4 4 0
Forger's assistant	4 7 0	4 4 0
Motor car chassis assembler (other than assembler of engines)	4 7 0	4 4 0
Belt repairers	4 5 0	4 2 0
Overhead oilers	4 5 0	4 2 0
Laggers	4 5 0	4 2 0
All workmen engaged directly assisting workmen whose margins above the basic wage are 14s. or more	4 5 0	4 2 0
Persons working with hammer 14 lb. weight or over—		
On repair work	4 15 3	4 12 3
On other work	4 7 3	4 4 3
Persons working on ship or steamer under construction or repair	4 14 0	4 11 0

Adults.	Wages per Week of 44 Hours.	
	Within a Radius of 20 Miles of G.P.O., Melbourne; 10 Miles of G.P.O., Geelong, at Warrnambool, and within Mildura and Gippsland Districts.	Other Parts of Victoria where this Determination Applies.
	£ s. d.	£ s. d.
Dresser, Fettler, and Grinder .. .. .	4 7 0	4 4 0
Forge assistants, i.e., under hand, hammer driver and crane man, employed on work 10 cwt. or over .. .. .	4 9 0	4 6 0
Heaters, and persons engaged cutting off in connexion with the manufacture of bolts and nuts by machinery .. .. .	4 5 0	4 2 0
Persons employed in preparing iron or steel material for reinforcing concrete for building or other purposes—		
On bending and cutting machines .. .. .	4 7 0	4 4 0
On bending and cutting machines (assistants) .. .. .	4 4 0	4 1 0
On steel fabric machines .. .. .	4 7 0	4 4 0
On steel fabric machines (assistants) .. .. .	4 2 0	3 19 0
Assemblers (leading hand) .. .. .	4 7 0	4 4 0
Assemblers (assistants) .. .. .	4 2 0	3 19 0
All others .. .. .	3 16 0	3 13 0

PERIODICAL ADJUSTMENT OF WAGES.

(3) The wages rates set out in clause (2) are based upon the following basic wage rates and, pursuant to the provision of section 21 of the *Factories and Shops Act 1934*, shall be automatically increased or decreased by the same amount, and at the same time as such basic wage rates.

The basic wage rates shown hereunder shall be adjusted as prescribed in clause 4.

Basic Wage.

Place.	Basic Wage.	Index Number Set Assigned.
	£ s. d.	
Victoria— Within 20 miles of G.P.O., Melbourne, 10 miles of G.P.O., Geelong, at Warrnambool, and within Mildura, and Gippsland Districts .. .. . Yallourn 6s. 6d. in excess of basic wage for Melbourne. Elsewhere—3s. less than the contemporaneous basic wage for Melbourne.	3 10 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

(4) (a) Until the beginning of the first pay period to commence in December, 1937, the amounts of the basic wage shall be as prescribed in clause (3).

(b) During each future successive period beginning with the first pay period to commence in a December, a March, a June, or a September, the amounts of the basic wage shall be adjusted by the following method according to the position and fluctuations (if any) of the Commonwealth Statistician's "All Items" retail price index numbers.

For the purposes of this Determination the expression "Commonwealth Statistician's retail price index numbers" or any like expression means the numbers stated to be such index numbers in any document purporting and not proved to be wrongly so purporting, to be printed by the Commonwealth Government Printer or to be signed by or on behalf of the Commonwealth Statistician:—

- (i) The index number set to be applied to a place is that assigned thereto in clause (3).
- (ii) The index number for the calendar quarter next preceding the period of thirteen weeks for which the adjustment is made is to be ascertained.
- (iii) The amount assigned in the following table (or in any extension thereof) to the index number division comprising that number is to be ascertained.
- (iv) The basic wage shall be of that assigned amount during such successive period.

Table.

Index Number Divisions.	Basic Wage.	Index Number Divisions.	Basic Wage.
	£ s. d.		£ s. d.
735-746 .. .. .	3 0 0	834-845 .. .. .	3 8 0
747-759 .. .. .	3 1 0	846-858 .. .. .	3 9 0
760-771 .. .. .	3 2 0	859-870 .. .. .	3 10 0
772-783 .. .. .	3 3 0	871-882 .. .. .	3 11 0
784-796 .. .. .	3 4 0	883-895 .. .. .	3 12 0
797-808 .. .. .	3 5 0	896-907 .. .. .	3 13 0
809-820 .. .. .	3 6 0	908-919 .. .. .	3 14 0
821-833 .. .. .	3 7 0	920-932 .. .. .	3 15 0

MARGINAL RATES.

(5) In addition to the basic wage provided in clause 3, the margins set out in this clause, plus 6s., shall be the minimum rate payable to employees therein named:—

	Per Week.
	s. d.
Blacksmith's striker .. .. .	9 0
Blacksmith's striker on double fires and other assistant .. .. .	11 0
Man attending small rivet heating, bolt heating or similar type of fires .. .. .	11 0
Men engaged in the erection of block and tackle gear .. .. .	11 0
Hammer drivers .. .. .	11 0
Forger's assistant .. .. .	11 0
Motor-car chassis assembler (other than assembler of engines) .. .. .	11 0
Belt repairers .. .. .	9 0
Overhead oilers .. .. .	9 0
Laggers .. .. .	9 0



	Per Week.
	<i>s. d.</i>
Persons working with hammer 14 lb. weight or over—	
On repair work .. .. .	19 3
On other work .. .. .	11 3
Persons working on ship or steamer under construction or repair ..	18 0
Dresser, fettle, and grinder .. .. .	11 0
Forge assistants, i.e., underhand, hammer driver and crane man, employed on work 10 cwt. or over ..	13 0
Heaters, and persons engaged cutting off in connexion with the manufacture of bolts and nuts by machinery ..	9 0
Persons employed in preparing iron or steel material for reinforcing concrete for building or other purposes—	
On bending and cutting machines .. .. .	11 0
On bending and cutting machines (assistants) .. .. .	8 0
On steel fabric machines .. .. .	11 0
On steel fabric machines (assistants) .. .. .	6 0
Assemblers (leading hand) .. .. .	11 0
Assemblers (assistants) .. .. .	6 0
All workmen engaged directly assisting workmen whose margins above the basic wage are 14s. or more ..	9 0

FEMALE AND UNAPPRENTICED JUNIOR LABOUR.

(8) (a) Adult female labour may be employed in the manufacturing and assembling of small parts of electrical and other machines and appliances, and in core-making, in which females were employed on 15th May, 1935.

The wages of adult females shall be at the following weekly rates of wage—

	Within a Radius of 20 Miles of G.P.O., Melbourne, 10 Miles of G.P.O. Geelong, at Warrnambool, and within Mildura, and Gippsland Districts.		Other Parts of Victoria where this Determination Applies.	
	Weekly Hiring.	Hourly Hiring.	Weekly Hiring.	Hourly Hiring.
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
If of less than 12 months' experience .. .. .	47 0	50 2	45 3	48 5
If of 12 months' or more experience .. .. .	53 6	57 1	51 3	54 10

(b) Junior females may be employed in the occupations set out in sub-clause (a) of this clause at the following weekly rates of wages :—

	Within a Radius of 20 Miles of G.P.O., Melbourne, 10 Miles of G.P.O. Geelong, at Warrnambool, and within Mildura, and Gippsland Districts.		Other Parts of Victoria where this Determination Applies.	
	Weekly Hiring.	Hourly Hiring.	Weekly Hiring.	Hourly Hiring.
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
1st year's experience .. .. .	13 6	14 6	13 6	14 6
2nd year's experience .. .. .	18 0	19 4	18 0	19 4
3rd year's experience .. .. .	26 6	28 5	25 6	27 5
4th year's experience .. .. .	33 6	35 11	32 0	34 5
5th year's experience .. .. .	38 3	41 0	36 6	39 3
Thereafter until reaching 21 years of age .. .. .	42 6	45 6	40 6	43 6

(c) Unapprenticed male juniors may be employed in or in connexion with manufacturing (as defined in clause 20 of this Determination) in all occupations, including as to core-making, employment upon all classes of work which before the making of this Determination could be done by female employees under this Determination for which apprenticeship is not provided by the Determination, except also in nut, bolt and spike manufacturing, at the following weekly rates of wages :—

	Within a Radius of 20 Miles of G.P.O., Melbourne, 10 Miles of G.P.O. Geelong, at Warrnambool, and within Mildura, and Gippsland Districts.		Other Parts of Victoria where this Determination Applies.	
	Weekly Hiring.	Hourly Hiring.	Weekly Hiring.	Hourly Hiring.
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
1st year's experience .. .. .	15 0	16 2	15 0	16 2
2nd year's experience .. .. .	21 3	22 9	20 3	21 9
3rd year's experience .. .. .	29 3	31 4	28 0	30 1
4th year's experience .. .. .	39 9	42 7	38 0	40 10
5th year's experience .. .. .	50 6	54 1	48 3	51 10
6th year's experience .. .. .	58 3	62 5	55 9	59 11
7th year's experience .. .. .	62 0	66 5	59 6	63 11

Juniors employed under this and the immediately preceding sub-clause shall on dismissal receive from their employer a certificate of the period of employment completed. Employers who wilfully employ juniors without taking into account previous experience shall be guilty of a breach of this Determination.

(d) Unapprenticed male juniors may be employed (other than in manufacturing as defined in clause 20) in all occupations covered by this Determination for which apprenticeship is not provided, and in nut, bolt and spike manufacturing, at the following weekly rates of wages :—

	Within a Radius of 20 Miles of G.P.O., Melbourne, 10 Miles of G.P.O., Geelong, and Warrnambool, and within Mildura, and Gippsland Districts.		Other Parts of Victoria where this Determination Applies.	
	Weekly Hiring.	Hourly Hiring.	Weekly Hiring.	Hourly Hiring.
Under 16 years of age .. .. .	s. d. 16 6	s. d. 17 9	s. d. 16 6	s. d. 17 9
16 and under 17 years of age .. .. .	23 9	25 5	22 9	24 5
17 and under 18 years of age .. .. .	42 6	45 6	40 6	43 6
18 and under 19 years of age .. .. .	53 0	56 9	50 9	54 6
19 and under 21 years of age .. .. .	63 9	68 3	61 0	65 6

Juniors under the age of 16 shall not be employed on oil or gas burners or fires used for heating of small articles.  
 Juniors under the age of 18 shall not be employed as furnacemen or assistants to furnacemen—juniors over the age of 18 so employed shall be paid 3s. per week in addition to the junior rates of wage herein prescribed.

**HOURS OF EMPLOYMENT.**

(7) 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.

*Exceptions.*

(i) The ordinary hours of employment of forger's assistant shall be five shifts per week of nine and a half hours each, including crib time, for which no deduction of pay shall be made.

(ii) Employees working in country towns where Wednesday afternoon is recognized as the usual half working day of the week shall work the Saturday afternoon at ordinary rates: Provided that for work done after noon on a Wednesday overtime rates be paid.

**SHIFT WORK.**

*Continuous Work Shifts.*

(8) (a) For the purposes of this clause, the expression "Continuous Work" means work carried on with consecutive shifts of men throughout the twenty-four hours of each of at least six consecutive days without interruption except during breakdowns 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 for each ordinary hour worked thereon by them paid in the case of weekly employees at the rate of one forty-third (1/43) of the prescribed weekly wage, and in the case of hourly employees, at the rate of forty-four forty-thirds (44/43) of the prescribed rate for such employees which payments 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. But 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 8 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) Except as hereinafter provided 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) On ship repair work shifts may be worked for not less than three successive nights at the rate of time and a quarter, but when five or more successive night shifts have been worked the rate shall be 10 per cent. more than ordinary rates, and after such shifts have continued for more than one month 5 per cent. more than ordinary rates.

(j) 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.

(j) (i) Employees who, during a period of engagement, work only on night shifts shall be paid at the rate of time and a quarter.

(j) (ii) When employees are called on to work afternoon and nights shifts only they shall change over week and week about and shall be paid 10 per cent. above ordinary rates for both shifts.

Where mon work day and afternoon shifts only they shall change over week and week about and shall be paid 10 per cent. extra for afternoon shifts.

**MIXED FUNCTIONS.**

(9) 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.

**OVERTIME.**

(10) (a) For all work done outside ordinary hours the rates of wage 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 until released be paid standing by time at ordinary rates from the time from which he is so to hold himself in readiness. But 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 on shift) who has worked up to or beyond midnight shall not be bound to continue work on the following day.

(f) 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 mutually agree 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 either be supplied with a meal by the employer or paid 1s. 6d., 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 work-shop 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 sub-clause (g) of this clause an employee shall work during meal breaks at the ordinary rate 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.

#### HOLIDAYS AND SUNDAY WORK.

(11) (a) Employees shall be entitled to the following public holidays (without pay 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 processes 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 or for maintaining the continuity of electric light and power (not including the installation of new machinery) shall on holidays or Sundays be paid at the rate of time and a half.

(c) Employees, other than on shift or engaged in maintaining the continuity of electric light and power, required to work on Sundays or public holidays shall be paid for a minimum of three hours work.

#### PIECE-WORK RATES.

(12) (a) Subject to the minimum wages herein prescribed an employer may remunerate any of his employees under any system of payment by results.

#### EXTRA RATES NOT CUMULATIVE.

(13) Extra rates in this Determination, including rates prescribed in clause 18, are not cumulative so as to exceed the maximum of double the ordinary rates.

#### PAYMENT OF WAGES.

(14) (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.

#### CONTRACT OF EMPLOYMENT.

(15) (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 in clause 2 hereof shall be increased by 6s. per week (with a proportionate amount added to the wages of females and juniors), but such amount shall not be taken into account in computing overtime, Sunday, and holiday rates.

(c) Casual employees, i.e., employees for whom a full week's work is not provided shall for any such work be paid 10 per cent. in addition to the total wage prescribed for their occupations.

#### MISCELLANEOUS PROVISIONS.

(16) (a) Tools.—The employer shall provide for each employee such tools as were customarily provided at the time of the making of this Determination.

(b) Employers shall provide proper washing and sanitary conveniences. 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, and hot and cold shower baths (away from lavatories) for all workmen employed in foundries.

#### TIME AND WAGES BOOK.

(17) 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.

## SPECIAL RATES.

(18) 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 less than 3 and not more than 10 employees, including apprentices, 6s. per week extra ; more than 10 and not more than 20, including apprentices, 12s. per week extra ; more than 20, including apprentices, 18s. per week extra.
- (b) Working in wet places—1½d. per hour extra.  
Working in confined spaces—3d. per hour extra.  
Working in ship's bilges or in boiling-down works, lead works, sanitary works or slaughter-yards—1d. 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 degrees 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) Working on repairs to smoke-boxes or fire-boxes of locomotives or on repairs to the smoke-box, up-take, funnel, flue, furnace or combustion chamber of marine type boilers or on repairs to smoke boxes, fire-boxes, furnace or flues or other types of boilers, 1d. per hour extra.
- (f) Working on repairs in oil tanks or meat digestors, 1½d. per hour extra.
- (g) Dirty work, i.e., work which a foreman and workman shall agree is of an unusually dirty or offensive nature, 1½d. per hour extra.
- (h) 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.
- (i) 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.

## TRAVELLING TIME, ALLOWANCE AND BOARD.

(19) (a) When an employee is required to work away from his workshop or depot, all time reasonably spent in excess of time usually spent in travelling to or from his home to the workshop, depot or district centre shall be paid for at ordinary rates up to a maximum of twelve hours out of every twenty-four (except on Sunday when payment shall be at the rate of time and a half, a maximum of eight hours out of each twenty-four). An employee required to work at a job away from his workshop, depot or district centre shall, at the direction of his employer, present himself for work at such job at the usual time for starting work.

(b) An employee engaged in a capital city to work in the country or sent from one country centre to work in another, shall be entitled to travelling time, and, for a period not exceeding three months, to expenses.

All excess fares and reasonable travelling expenses, including board and lodging and 2s. for each meal (if any) incurred in such travelling time, shall be paid by the employer.

The fares allowed shall be first class on coastal boats or on interstate boats where there is no second class as distinct from steerage, and on trains second class, except where all night travelling is involved, when they shall be first class.

(c) On jobs of less than three months duration a camping allowance of 3s. per day for every day, including Sunday, shall be paid to employees engaged on country jobs at places where ordinary board and residence is not obtainable and camping in tents or other temporary shelters is necessary.

(d) An employer shall be free to engage labour on the site of a job carried on away from the workshop, without payment of any travelling time or fares, unless such employee is sent from the workshop.

Provided that if any employee engaged for the erection of a job had previously been engaged by the same employer in the fabrication of the job in a workshop he shall be paid fares in excess of those incurred in travelling to and from the workshop.

## GENERAL DEFINITIONS.

(20) For the purposes of this Determination the following definitions shall apply :—

- " Manufacture and/or manufacturing " means the making and assembling in quantities of interchangeable or standardized parts used in or in connexion with machinery and mechanical apparatus and of locks, scales, and other metallic articles.
- " Continuous process " means a process in which work is carried on, except for breakdowns, with successive shifts of men throughout the days and nights for at least six days in each week.
- " 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. and at or before midnight. Night shift means any shift finishing subsequent to midnight and at or before 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 two inches.
- " Confined space " 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.

## SPECIAL EXEMPTION.

(21) *Agricultural Implement and Bedstead Making.*—Employers engaged in the making of agricultural and dairying implements and bedsteads shall, as to employees engaged in the making of such agricultural and dairying implements (including engines used for agricultural purposes) and bedsteads, be exempt from this Determination.

W. W. HARRIS, Chairman.

A. G. ALLEN, Secretary.

Melbourne, 16th September, 1937.