



VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 233]

THURSDAY, JULY 13.

[1939

Factories and Shops Acts.

DETERMINATION OF THE CARETAKERS BOARD.

NOTE.—This Determination applies to the following parts of Victoria, namely:—The Metropolitan District and the Geelong District as defined in the Factories and Shops Acts, such portions of the City of Sandringham as are not included within the said 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 5th April, 1939, has had the power to “determine the lowest prices or rates which may be paid to persons employed as caretakers of buildings—

- (a) in which any process, trade, business, or occupation is carried on for profit;
- (b) which are temporarily untenanted, but in which, ordinarily, any process, trade, business, or occupation is carried on for profit;
- (c) which contain flats;
- (d) which contain halls let for public entertainment or for other purposes.”

has made the following Determination, namely:—

(1) That on the 19th July, 1939, the last previous Determination of this Board, and any adjusted Determination issued pursuant thereto, shall be revoked and replaced by this Determination.

(2) IMPROVERS.

Wages per week of 46 hours.		
	<i>s. d.</i>	PROPORTION (in any place).
Under 18 years of age	36 6	One improver to every worker receiving not less than 83s. per week of 46 hours. NOTE. —The Board has determined that no apprentice shall be taken in the trade.
18 to 19 years of age	46 6	
19 to 20 years of age	57 6	
20 to 21 years of age	68 0	

OTHER EMPLOYEES.

WAGES PER WEEK OF 46 HOURS.

	Within the Metropolitan and Geelong Districts as defined in the Factories and Shops Acts and the City of Warrnambool.	All Other Parts of Victoria where this Determination Applies.
	<i>s. d.</i>	<i>s. d.</i>
Persons engaged weekly to take care of buildings which contain—		
41 or more flats	90 0	87 0
21 to 40 flats	86 0	83 0
20 or less flats	81 0	78 0
Persons engaged weekly to take care of buildings which contain halls let for public entertainment or for other purposes	81 0	78 0
Other caretakers of buildings in charge of—		
11 or more cleaners	118 6	115 6
4 to 10 cleaners	108 6	105 6
1 to 3 cleaners	97 6	94 6
All others	86 0	83 0

(3) Where an employee is required by his employer to reside on the premises where he is employed no deduction shall be made from the wages of such employee for rent, fuel, or light.

(4) **TIMES OF BEGINNING AND ENDING WORK FOR ALL PERSONS OTHER THAN THOSE EMPLOYED IN CONNEXION WITH FLATS OR HALLS:—**

	Time of Beginning.	Time of Ending.
On the usual half-holiday	6 a.m. ..	1.20 p.m.
On the usual late trading night, or the night previous to a Public Holiday	6 a.m. ..	9.20 p.m.
On all other working days of the week	6 a.m. ..	9 p.m.

(5) NOTICE OF HOURS.—Every employer shall notify the hours at which he requires his employee to commence and cease work. Work done outside the hours notified shall be paid for at overtime rates. Such hours when notified shall not be changed except by a week's notice.

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

(a) by persons employed in connexion with Flats or Halls—

Outside the hours of commencing and ceasing work notified by the employer in accordance with clause 5 } Time and a half.
 In excess of 46 hours in any week }

(b) by all other persons—

Outside the times of beginning and ending work as fixed in clause 4—

(i) Between midnight and 6 a.m. Double time.
 (ii) At any other time Time and a half.

Outside the hours of commencing and ceasing work notified by the employer in accordance with clause 5—

(i) Between midnight and 6 a.m. Double time.
 (ii) At any other time Time and a half.

Within such prescribed times, but in excess of 46 hours in any one week Time and a half.

provided that overtime shall not be paid more than once in respect of the same period of work.

(7) TERMS OF EMPLOYMENT.—(a) All employees other than casual employees shall be engaged by the week and shall be paid weekly. Employees to become entitled to payment on a weekly basis 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. Notice equivalent to 46 working hours shall 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 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 46 working hours' notice, except in circumstances referred to above, the employer may pay 46 hours' wages; and vice versa, the employee leaving his employment without notice shall forfeit 46 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 employee of payment for any prescribed holidays occurring or observed between such notice to terminate and the re-engagement, if any.

(8) CASUAL EMPLOYEES.—i.e., persons engaged for less than the working week of 46 hours shall be paid for the first 23 hours at the rate of time and a quarter and for every hour thereafter ordinary time. Such payment shall be in addition to any overtime to which they may be entitled under clause 6.

(9) 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 eight working days in each year (exclusive of the holidays mentioned in clause 10) 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 19th July, 1939, in the case of caretakers of flats and halls and to the 29th September, 1938, for all other caretakers shall not be taken into account.

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 six weeks of service.

(10) SPECIAL RATES.—Time and a half shall be the rate payable for all work done on Sunday, New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, 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.

Any employee other than one employed in connexion with flats and halls who is required to work on any such days after 8 a.m. shall be paid for at least 4 hours' work.

(11) CLEANING MATERIALS.—All materials and implements for cleaning purposes shall be provided and maintained by the employer.

(12) The employer shall nominate himself or some other person as being the person who shall have the ultimate control and direction of the work of the caretaker.

(13) TIME BOOK.—Every employee shall indelibly record and initial daily his correct times of beginning and ending work in a book which shall be furnished by the employer. Such book shall be open for inspection by the Secretary or Assistant Secretary of the Victorian Branch of the Federated Miscellaneous Workers' Union between the hours of 9 a.m. and 5 p.m. of any working day except Saturday at the employer's office or other convenient place provided that only one demand for each inspection shall be made at the same establishment in any calendar month. Such demand shall not be made unless the Secretary or Assistant Secretary of the Union suspects that a breach of this Determination has been committed.

PERIODICAL ADJUSTMENT OF WAGES.

(14) The wages rates set out in clause (2) are based upon the following basic wage rates 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, provided that the amount of wages for all junior employees shall be adjusted proportionately to the basic wage rate in the same place calculated to the nearest 6d.; every change of amount not exceeding 3d. to be disregarded. The basic wage rates shown hereunder shall be adjusted as prescribed in clause (15).

BASIC WAGE RATES.

Place.	Basic Wage.	Index Number Set Assigned.
Within the Metropolitan and Geelong Districts as defined in the <i>Factories and Shops Acts</i> or at Warrambool	£ s. d. 3 15 0	Melbourne
Elsewhere in Victoria where this Determination applies—3s. less than the contemporaneous basic wage for Melbourne.		

ADJUSTMENT OF BASIC WAGE.

(15) (a) Until the beginning of the first pay period to commence in September, 1939, the amounts of the basic wage shall be as prescribed in clause (14).

(b) For each future period of or near a quarter beginning with the first pay period to commence in a September, a December, a March, or a June, the amounts of such 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.

(1) The index number set to be applied to a place is that assigned thereto in clause (14).

(2) The index number for the calendar quarter next preceding the period for which the adjustment is made is to be ascertained.

(3) The amount assigned in the following table (or in 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 or near a quarter.

TABLE.

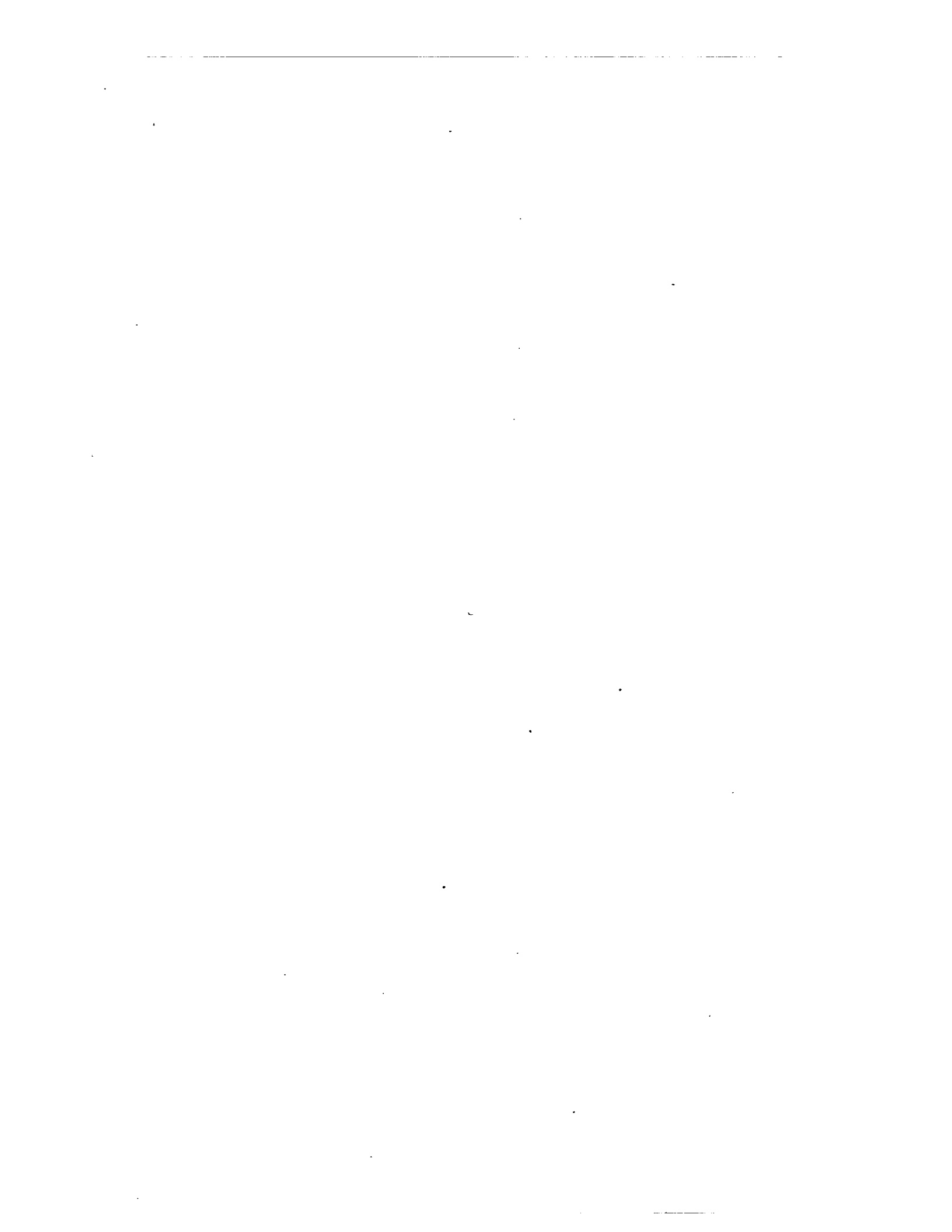
Index Number Divisions.				Basic Wage.	Index Number Divisions.				Basic Wage.
				£ s. d.					£ s. d.
735-746	3 0 0	859-870	3 10 0
747-759	3 1 0	871-882	3 11 0
760-771	3 2 0	883-895	3 12 0
772-783	3 3 0	896-907	3 13 0
784-796	3 4 0	908-919	3 14 0
797-808	3 5 0	920-932	3 15 0
809-820	3 6 0	933-944	3 16 0
821-833	3 7 0	945-957	3 17 0
834-845	3 8 0	958-969	3 18 0
846-858	3 9 0					

The index number divisions in this table are based upon the equating of the index number 1000 with a basic wage of 81s. per week and any extension of the table must be similarly constituted.

RAY H. BEERS, P.M., Chairman

L. M. BRADY, Secretary.

Melbourne, 4th July, 1939.





VICTORIA
GOVERNMENT GAZETTE.

Published by Authority.

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

No. 234]

THURSDAY, JULY 13.

[1939

Factories and Shops Acts.

DETERMINATION OF THE DISPENSARIES BOARD.

NOTE.—This Determination on the 14th July, 1939, applied to the whole of the State of Victoria.

IN accordance with the 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 dispensing, compounding, or selling medicines, drugs, or medicinal preparations in a Friendly Society's or Hospital Dispensary has made the following Determination, namely:—

(1) That on the 14th July, 1939, the last previous Determination of this Board shall be revoked and replaced by this Determination.

(2)

Apprentices or Improvers.				Other Employees.			
WAGES.				WAGES.			
Per week of 46 hours.				Per week of 46 hours.			
s. d.				s. d.			
1st six months' experience	11 6	Head Dispenser or Dispenser in Charge	147 6
2nd "	17 9	Assistants	116 0
3rd "	23 9				
4th "	29 6				
5th "	35 9				
6th "	41 9				
7th "	47 9				
8th "	58 9				

PROPORTION (IN ANY PLACE).

Apprentices.

One apprentice to every three or fraction of three workers receiving not less than 116s. per week.

Improvers.

One improver to every ten or fraction of ten workers receiving not less than 116s. per week.

(3) WEEKLY WAGE.—Employees (other than casual employees) shall be paid the full weekly wage fixed in this Determination irrespective of the number of hours worked not exceeding 46 per week.

(4) TIMES OF BEGINNING AND ENDING WORK:—

Times of Beginning.	Times of Ending.	
9 a.m.	6 p.m.	on Monday, Tuesday, Wednesday, and Thursday.
9 a.m.	9 p.m.	on Friday.
9 a.m.	1 p.m.	on Saturday.

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

Outside the times of beginning and ending work	} Time and a half.
Within the times of beginning and ending work, in excess of 46 hours in any week	

(6) CASUAL LABOUR.—Casual employees (i.e., persons employed for not more than 28 hours in any one week) shall be paid at the rate of time and a half.

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

(8) ANNUAL HOLIDAYS.—Any employee who has been in the service of the same employer for a period of not less than twelve months shall be granted two weeks' holiday on full pay in each year (exclusive of the holidays specified in clause 7). Should an employee's services be terminated before the expiration of twelve months' service or before the completion of any subsequent year of service, he shall be entitled to *pro rata* holidays on full pay except when he has been dismissed for malingering, neglect of duty or misconduct.

(9) SICK LEAVE.—Any employee who furnishes to his employer satisfactory evidence that he is unable to perform his duties on account of personal illness shall, while incapacitated, be entitled to sick leave on full pay for a period not exceeding seven working days in any one year.

(10) UNIFORMS.—Washable coats shall be provided and laundered free of cost for dispensers.

D. GRANT, Chairman.

W. J. WHEELOCK, Secretary.

Melbourne, 28th June, 1939.