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[1939

Factories and Shops Acts.

DETERMINATION OF THE CORDAGE BOARD.

Adjusted pursuant to section 21 of the *Factories and Shops Act 1934* (No. 4275).

NOTE.—This Determination applies to the whole of the State of Victoria.

I, FRANCIS ANTHONY MARZORINI, in pursuance of the powers contained in the Factories and Shops Acts, and in consequence of the provisions contained in a Determination made on the 3rd October, 1939, by the Cordage Board, and published in the *Government Gazette* on the 12th October, 1939, hereby issue an adjusted Determination showing the adjusted wages rates to be paid to any person or persons or classes of persons employed in the process, trade, or business of a maker of rope, twine, cordage, halters, coir mats, or coir matting.

(1) The adjusted rates shown herein shall be paid as from the beginning of the first pay period to commence in December, 1939.

(2)

JUNIORS.

| | Wages per Week of 44 Hours. | | Wages per Week of 44 Hours. | |
|---|-----------------------------|------------------------------------|-----------------------------|----------|
| | | | Males. | Females. |
| <i>Hard Fibre Department.</i> | | <i>Other Junior Workers.</i> | | |
| Males. | | <i>s. d.</i> | | |
| Hand reellers | 55 9 | Under 16 years of age | 17 0 | 16 0 |
| Attendants to rope house machine—for under 2 inch circumference | 48 9 | From 16 to 17 years of age | 22 9 | 20 3 |
| Lappers of clothes lines | 47 9 | " 17 to 18 " " | 27 9 | 24 3 |
| Persons balling lashing | 38 3 | " 18 to 19 " " | 32 9 | 28 3 |
| Persons balling binder twine | 34 9 | " 19 to 20 " " | 41 3 | 33 3 |
| Females. | | " 20 to 21 " " | 51 9 | 36 3 |
| Balling binder twine | 47 3 | | | |
| Balling lashing | 47 3 | | | |
| Bagging binder twine | 46 3 | | | |
| All others | 43 3 | | | |

PROPORTION OF JUNIOR EMPLOYEES.

The proportion of junior employees, male and female, to adult male and female employees shall not exceed two juniors to one adult in the hard fibre section of the industry and three juniors to one adult in the soft fibre section.

OTHER EMPLOYEES.

| | Wages per Week of 44 Hours. |
|---|--------------------------------|
| (a) Adult Males. | |
| First rope layer on heavy type 12 strand machine | 102 0 |
| Rope layer on heavy type 9 strand machine | 97 0 |
| Foreman in charge of spinning and preparing departments | 98 0 |
| Other rope layers in walk with travellers | 93 0 |
| Rope splicer on driving ropes and springs | 92 0 |
| Storeman in charge | 90 0 |
| Packer working press (hand or power), pressing over 28 lb. in weight | 88 0 |
| Rope house machine making up to and including 4 inch | 88 0 |
| Rope house machine making over 4 inch | 91 0 |
| Power reeler or finisher in connexion with heavy type 12 strand machine | 88 0 |
| Feeder of 1st spreader | 86 0 |
| Traveller driver on heavy type 12 strand machine | 86 0 |
| Damp mixer or batcher | 85 0 |
| Feeder of softeners or batchers | 85 0 |
| Rope and binder twine packer | 85 0 |
| Winder and warper in tarring department | 86 0 |
| Winding, oiling, and tarring yarn | 86 0 |
| Oil and/or belt repairer | 86 0 |
| Maker of rope fenders | 86 0 |
| Maker of pig nets | 85 0 |
| Power reeler or finisher in walk | 85 0 |
| Other traveller drivers (except on light travellers for cords and lines not exceeding 1½ inches in circumference) | 83 0 |
| Opening manila hemp | 83 0 |
| Soutcher | 83 0 |
| Lumping, loading or unloading hemp, flax, or twine in store or factory | 83 0 |
| Feeder of tow breaker card | 83 0 |
| Lumping hemp, flax, or binder twine on wharf | 86 0 |
| Packing and balling shop twine | 85 0 |
| Mat finisher | 85 0 |
| Layer of lines or cords in walk | 89 0 |
| Twister or layer of yarn in walk | 85 0 |
| Maker of fishing lines | 85 0 |
| Hand reelers | 83 0 |
| Matting weavers | 85 0 |
| All other machine operators or employees feeding or taking from machines | 83 0 |
| All others | 80 0 |
| (b) Adult Females. | |
| Hard Fibre Department. | |
| Balling binder twine | 47 3 |
| Balling lashing | 47 3 |
| Bagging binder twine | 46 3 |
| All others | 43 3 |
| Soft Fibre Department. | |
| Feeding breaker card with clock | 47 3 |
| Feeding spreaders | 46 3 |
| Feeding finisher cards (hemp) | 46 3 |
| Spinning | 47 3 |
| Wet spinning | 48 3 |
| All other machine operators and employees feeding or taking from machines | 46 3 |
| All others | 43 3 |

(3) NIGHT SHIFT.—Employees working on night shift shall be paid 7½ per centum in addition to the wages prescribed for their ordinary hours of employment.

(4) LIMITATION OF WORK TO FEMALES.—Only the following classes of work may be performed by females:—

Hard Fibre Department.

Opening hemp; delivery end first spreader; feeding and delivery of all subsequent spreaders and drawing frames; balling binder twine; spooling binder twine; balling lashing; bagging binder twine; sweeping.

A female under 21 years of age shall not be employed on the above-named machines or work unless at adult female rates

Tow Department.

Delivery end breaker card; feeding and delivery other cards and drawing frames; sweeping.

A female under 17 years of age shall not be employed in this department.

Soft Fibre Department.

Spreaders; breaker cards; finisher cards; drawing frames, roving frames; spinning frames; winding frames; twisting and laying machines; balling shop twine; reeling and spooling shop twine; weighing and parcelling shop twine; pressing and parcelling bagging twine; reeling; plaiting and braiding, covering cordage with canvas and paper, sweeping; making cores for spooling machine; lappers; doffing, piecing and spinning.

Cordage Department.

Hanking and parcelling plough reins and sash lines; making nets from small rope twine and cords; opening, plaiting, and finishing halters; making shanks for halters; hanking, making up, and parcelling fish and other lines.

Mat Department.

Mat makers on looms; mat makers on frames; making bordered mats; carders; plaiters; and winders (including cop winders).

(5) HOURS OF DAY WORK.—(a) The hours for day work shall be 44 per week. Ordinary time shall be worked between the hours of 7.30 a.m. and 6 p.m., Monday to Friday inclusive, with one break for a meal between noon and 1 p.m., or as may be arranged between the employer and his employees, and on Saturday between 7.30 a.m. and noon.

(b) An employee called upon to oil, repair and/or clean machinery during his or her ordinary meal hour shall be granted equivalent time off immediately preceding such ordinary meal hour, otherwise the said employee shall be paid at the rate of time and a half until such meal hour is granted.

(6) HOURS AND SPECIAL CONDITIONS FOR NIGHT SHIFT.—(a) The hours of work on night shift shall be 44 per week.

(b) An employee transferred from day work to night work shall be guaranteed his position on day work after he has completed his work on night shift.

(c) A night shift shall be deemed to be any shift where the majority of the hours of the shift are worked outside the ordinary hours of day work.

(d) A junior employee under the age of 18 years shall not be required to work at night.

(e) A female employee shall not be employed on night shift.

(f) The employment on night shift of adult workers who are not eligible for transfer to day work may be terminated by one week's notice on either side on other than seasonal work and 24 hours notice on either side on seasonal work.

(g) The employment of male junior employees between 18 and 21 years of age on night shift may be terminated by 24 hours notice on either side.

(h) By mutual agreement between an employer and his employees and with the consent of the Australian Rope and Cordage Worker's Union a short shift may be worked without payment of the night shift rates provided in this clause: Provided that in the event of the said Union refusing such permission the matter may be referred to this Wages Board.

(7) OVERTIME AND SUNDAY WORK.—(a) Subject to clause 5 hereof hours of work shall be fixed by each employer for day work. For work performed outside the fixed hours, overtime shall be paid at the rate of time and a half for the first four hours and double time thereafter.

(b) For work done outside the recognized hours of duty in any establishment on night shift, overtime shall be paid after 44 hours have been worked, at the rate of time and a half for the first four hours and double time thereafter.

(c) For all time of duty on Sunday all employees shall be paid at the rate of double time for time actually worked with a minimum of four hours.

(d) 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 workshop who can reasonably return home for meals.

(e) 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.

(f) For work done during meal hours and thereafter until a meal hour break is allowed employees shall be paid at the rate of time and a half. An employee shall not be compelled to work for more than six consecutive hours without a break for a meal.

(8) HOLIDAYS.—(a) All employees shall be entitled to the holidays hereinafter mentioned or any day observed in lieu thereof without deduction of pay:—New Year's Day, Labour Day, Good Friday, Easter Monday, Easter Saturday, Anzac Day, King's Birthday, Christmas Day, Boxing Day.

(b) In Melbourne, Melbourne Cup Day shall be observed as a holiday in lieu of King's Birthday.

(c) Employees working on any of these days shall be paid double ordinary rates for time actually worked with minimum of four hours.

(d) Where 75 per cent. of employees in any factory in a ballot conducted under the auspices of the Australian Rope and Cordage Workers Union express a desire not to work on a holiday other than those prescribed by sub-clause (a) hereof or on some special day the employer may close his factory and employees shall not be entitled to payment for such holiday.

(9) ANNUAL LEAVE.—(a) Except as hereinafter provided employers shall in each year give their employees continuously employed as defined, a holiday from and after the day observed as Boxing Day to the 31st day of December inclusive and shall pay full wages for ordinary working days included in that period. Piece and bonus workers receiving such holiday shall be paid time work rates.

(b) Employees entitled to such holiday and required to work during that period shall be given a week's holiday on full pay at some other time during the year or if dismissed from employment before receiving such holiday shall be paid an extra week's wages on dismissal.

(c) "Continuously employed" for the purpose of this clause means employed (except as to breaks arising from slackening of work) for the three months immediately preceding the 25th day of each December. Any employee so continuously employed dismissed during the two weeks immediately preceding the 25th day of December shall be entitled to payment of one week's wages for such annual holiday.

(10) WEEKLY HIRING.—(a) Employment shall be terminated only by a week's notice on either side, and such notice may be given at any time during any week.

(b) This shall not affect the right of the employer to dismiss any employee without notice for malingering, inefficiency, neglect of duty or misconduct, and in such cases wages shall be paid up to the time of dismissal only, or to deduct payment for any day the employee cannot be usefully employed because of any strike, or through any breakdown of machinery or any stoppage of work by any cause for which the employer cannot reasonably be held responsible.

(c) This clause shall not apply to workers on night shift or to junior workers.

(d) Casual employees may be employed by the hour provided they are paid Ten per centum more than the weekly rates prescribed for their occupations.

(11) SICKNESS.—(a) An employee shall not be entitled to payment for non-attendance on the ground of personal ill-health for more than four days in each year.

(b) An employee may leave work at any time on account of sickness, and shall not be prejudiced in his or her employment by so doing, provided satisfactory evidence of his or her inability to work is given to the employer. This sub-clause is subject to the provisions of the Determination relating to weekly hiring and sick pay.

(c) Junior employees shall not be entitled to payment for non-attendance on the ground of personal ill-health.

(12) FEMALE WORKERS.—(a) Where practicable, seats shall be provided for all female employees who are on duty.

(b) A rest room with proper seating accommodation and a couch shall be provided for female employees who may be temporarily indisposed during working hours.

(13) PAYMENT OF WAGES.—(a) All wages due shall be paid not later than Friday in each week.

(b) An employer shall not be allowed to keep more than two day's pay in hand. Such pay shall be forfeited by any employee who leaves his employment except by his employer's consent without giving notice as prescribed in clause (10) hereof.

(c) If an employee leaves or is dismissed he shall be paid his wages on leaving or being dismissed, provided that the necessary money is available at the factory office.

(d) All wages shall be paid during ordinary working hours.

(14) TOOLS OF TRADE.—The employer shall provide all tools of trade excepting knives.

(15) HEAVY WEIGHTS.—(a) A male employee shall not be employed to pull, drag, or push more than 8 cwt. on a level surface, except in trucks on rails, the floor or surface to be kept in good order and repair.

(b) A female employee under 18 years of age shall not be obliged to lift or carry a greater weight than 25 lb.

(16) DINING-ROOM ACCOMMODATION.—Proper dining-room accommodation, with sufficient supply of boiling water at meal hours, shall be provided by the employer for the use of employees.

(17) REST PERIOD.—A rest period of ten minutes shall be given to all female employees between the hours of 9.30 a.m. and 11.30 a.m. Employees shall assist in avoiding stoppage of machinery by taking their rest periods as directed from time to time.

(18) UNION DELEGATE.—The secretary or branch secretary of The Australian Rope and Cordage Workers' Union or any official thereunto authorized by the said union shall not be prevented by any employer from visiting and conversing with employees at meal time or before or after the hours of work in a place mutually agreed upon by the employer or his works manager and the said union secretary or other authorized official.

(19) UNION BUSINESS.—Members of the Australian Rope and Cordage Workers' Union may leave their work to attend to the business of the said union after at least one day's notice has been given to the employer, but without being paid while absent.

(20) ROPE SPlicERS.—All splicers shall be paid expenses when working away from home. All time shall start from the time that rope splicers leave the factory.

(21) MIXED FUNCTIONS.—When an employee works for any part of a day on work of a higher grade than that which he usually performs he shall be paid for the whole day at the higher rate provided in the Determination.

(22) TIME AND WAGES BOOK.—(a) Each employer shall keep a record or time book at his factory or any office convenient thereto in which shall be entered the name of each employee working for him, his occupation, the time of starting and finishing work each day, and the amount of overtime worked and the wages and overtime paid to each employee.

(b) Such record or time book shall, on demand, be produced by the employer for inspection to an official of The Australian Rope and Cordage Workers' Union, duly authorized in writing by the president or secretary of the local branch or sub-branch of the said Union at the place where the records or time books are kept between the hours of 10 a.m. and noon on any one day between the 1st to the 27th, inclusive, of each calendar month except on pay day or the day before.

No authority to inspect shall be given by the said Union unless the president and secretary have good reason to suspect that a breach of this Determination has been committed by the employer whose time sheets are to be inspected.

(c) Provided that an employer may at his option, in lieu of a time book, provide a mechanical clock for the purpose of recording the time worked by each employee, in which case the employee shall at the end of each week enter the wages and overtime received on some card or check used in connexion with such clock.

F. A. MARZORINI,
Secretary for Labour.

Melbourne, 30th October, 1939.