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Factories and Shops Acts.

DETERMINATION OF THE BUILDERS' LABOURERS 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 19th February, 1940, by the Builders' Labourers Board, and published in the *Government Gazette* on the 4th March, 1940, hereby issue an adjusted Determination showing the adjusted wages rates to be paid to any person or persons or classes of persons (other than persons bolting structural ironwork in position, heating rivets, and holding up for boilermakers) employed in the occupation of—

(*a*) builder's labourer on or about any building, or assisting any bricklayer, mason, plasterer, carpenter, plumber, or any other tradesman engaged in building operations;
(*b*) labourer engaged in the construction, repair, demolition, or removal of buildings and bridges;
(*c*) scaffolder, gear hand, gantry hand, crane hand, or dogman, or as a drainer on work in connexion with buildings;
(*d*) labourer excavating ground for foundations or basements of buildings, or levelling ground on a proposed building site,
(*e*) labourer doing concrete work or mortar mixing in connexion with or incidental to building construction;
(*f*) labourer doing tar-paving or asphalting work, or other work of a similar character in connexion with or incidental to building construction;
(*g*) Labourer cleaning bricks on a site on which a building is being demolished, repaired, or constructed.

(1) The adjusted rates shown herein shall be paid as from the beginning of the first pay period to commence in May, 1940.

(2) WAGES OF WEEKLY EMPLOYEES.

	Wages per week. s. d.
(*a*) Labourer employed as steel structural erector (on steel frame buildings), gear hand, rigger, pile driver, tackle hand, gantry hand, dogman, scaffolder (erecting rope scaffolding on buildings exceeding two stories above ground level), powder monkey: Provided always that men employed doing labouring work assisting these classifications shall be paid under sub-clause (*b*) hereof ..	94 0
(*b*) Builders' labourers in occupations other than those set out in sub-clause (*a*)	88 0

(3) WAGES OF CASUAL EMPLOYEES.

Builders' labourers shall, subject to the conditions hereinafter set out, be deemed to be and shall be paid as casual employees for the first six months of their employment. At the end of six months employees who have been continuously employed for that period without loss of time on all usual working days and with loss of time if such is due to the fault of the employee shall be deemed thereafter to be continuously employed and shall be paid not less than the weekly rate herein prescribed. The period of six months referred to in this clause may have been served during or before or partly during and partly before the date of the coming into operation of this Determination.

Casual employees shall be paid not less than the following per hour:—

	For a 44-hour week. s. d.	For a 48-hour week. s. d.
(*a*) If doing the work set out in 2 (*a*) above	2 5¼	2 2¾
(*b*) If doing the work set out in 2 (*b*) above	2 3½	2 1¼

(4) GENERAL PROVISIONS.

Where the employer has made a payment, which payment purports to be a payment of the wages payable to an employee for any period, the employer shall not be liable to pay to such employee any further sum prescribed by this Determination in respect of any services rendered to the employer during such period, unless within three months after the last day of such period a demand in writing of such further sum claimed has been made to the employer by such employee or by some person on his behalf and/or if proceedings to recover the amount claimed are not taken within nine months.

Wherever in this Determination time worked is required to be paid for at more than the ordinary rate, such time shall not be subject to more than one penalty, but shall be subject to that penalty which is to the employee's greatest advantage.

(5) SPECIAL RATES.

Employees when 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 Fahrenheit, shall be paid 1½d. per hour extra; employees when working in places where the temperature exceeds 130 degrees Fahrenheit shall be paid 3d. per hour extra. Where work continues for more than two hours in temperatures exceeding 130 degrees Fahrenheit, employees shall also be entitled to twenty minutes rest after every two hours work without deduction of pay. The temperature shall be decided by the representative of the employer after consultation with the employees who claim the extra rate.

Employees when working for more than one hour in places where the temperature is reduced by artificial means below zero, shall be paid 1½d. per hour extra. Where the work continues for more than two hours employees shall be entitled to a rest period of twenty minutes after every two hours without loss of pay.

(6) FARES AND ALLOWANCES.

Town work.—Except as to work within a radius of twelve miles of the General Post Office at Melbourne and except as to an employee continuously employed, an employee on construction work shall be paid all fares necessarily incurred in travelling to and returning from the job to his home in excess of 3d. per day.

As to work performed by such an employee within the above-mentioned radius there shall be added to the wages of such employee an allowance at the rate of 2s. 6d. per week in lieu of excess fares.

Country work.—When engaged on country work (as hereinafter defined) an employee shall be entitled to an additional payment at the rate of 3d. per hour if he return to his home on completion of the day's work or an additional payment at the rate of 3s. 6d. per day for seven days if the work render it reasonably necessary for him to sleep at a place other than his usual place of residence, and in either case such employee shall be entitled to fares necessarily incurred in travelling from and to his centre, and to have his time of travelling from and to his centre (not exceeding eight hours per day) treated as time on duty.

A fare shall be deemed to be necessarily incurred under this clause, or such additional payment shall be made if the employee use a bicycle or other means of locomotion or walk instead of using a public conveyance, but a fare shall not be deemed to have been so incurred and such payment shall not be required to be made where the employer provides or offers to provide a reasonable conveyance free of charge.

(7) PUBLIC HOLIDAYS.

Employees other than casual employees shall be entitled to the following days (referred to herein as "public holidays") on full pay, namely:—Christmas Day, Boxing Day, New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, or such days as are observed from time to time as substitutes for such days respectively in a city or locality: Provided always that if any of the above-mentioned holidays fall on a Saturday or Sunday where a week of six days is worked only the half day in the case of Saturday shall be observed and in the case of Sunday no holiday shall be allowed excepting where a day is generally observed in the locality as a substitute. Provided also that in the case of a five-day week no holiday shall be allowed on a Saturday or Sunday excepting on such a substituted day: And provided further that such employees when engaged in another industry shall be entitled only to the public holidays prescribed for the majority of employees in such other industry.

(8) TRANSFER FROM JOB TO JOB.

An employee transferred by the employer from one job to another job on the same day shall be paid for the time occupied in travelling as for time worked and the cost of such transfer shall be borne by the employer.

(9) EMPLOYEES CALLED FOR WORK.

(*a*) An employee notified to commence duty and actually attending for duty and who is notified by the employer or his representative that his services are not required, shall be paid for two hours as time worked.

(*b*) An employee who is required to attend for work and is kept waiting to commence work by the instructions of the employer or his representative shall be paid at his ordinary rate of pay for the time he is so kept waiting.

(*c*) The provisions of sub-clauses (*a*) and (*b*) hereof shall not apply where one hour's previous notice that he will not be required to take up duty at the commencement of work has been given to the employee personally or left at his residence provided that if the employee has not given his address to the employer then the employer shall not be required to pay as prescribed by these sub-clauses.

(*d*) The provisions of sub-clauses (*a*) and (*b*) hereof shall not apply in cases where work cannot be commenced or continued on account of wet weather.

(10) PAYMENT OF WAGES.

(*a*) Wages accrued may be paid on any day of the week, Monday to Friday inclusive, and shall be paid at or before the cessation of work.

Provided always that—

(i) an employer shall not keep more than one day's pay in hand;

(ii) an employee whose service ends before pay time shall be paid at or before the time of its ending, or shall be paid by post or otherwise within 24 hours thereafter;

(iii) in the case of a mixed industry, payment of wages shall be made in accordance with the practice prevailing for the majority of the employees in such mixed industry.

(*b*) If wages be not paid within the periods prescribed the employee shall be paid at ordinary rates for all time in excess of fifteen minutes beyond such time until the wages are paid or posted to his last known place of address.

(11) TERMINATION OF EMPLOYMENT.

Casual employment may be terminated by the employee on giving not less than one hour's notice or by the employer on giving not less than one hour's notice or by the payment of one hour's pay.

(12) HOURS OF LABOUR.

(*a*) Except as herein provided the ordinary hours of duty shall be 44 per week to be worked on five days of eight hours and one day (Saturday) of four hours between the hours of 8 a.m. and 5 p.m., with one hour's interval for a meal on week days, and 8 a.m. and noon on Saturday: Provided always that an employer may agree with the Australian Builders Labourers' Federation to vary the hours of starting and finishing work or to work a five-day week within such hours as may be agreed upon or as may be determined by a Board of Reference in default of such agreement. The Board of Reference shall for the purpose of this determination consist of the Chairman of this Wages Board, the President of the Victorian Branch of the Australian Builders Labourers' Federation, and the President of the Master Builders Association, or the respective occupants of those positions for the time being.

(*b*) Where the standard hours in an employer's industry exceed 44 per week, the hours of duty shall be the standard hours in that particular industry.

(*c*) The ordinary hours of duty of employees engaged in a continuous process shall be 48 per week to be worked as to day workers eight and three-quarter hours on ordinary week days between 7.30 a.m. and 5 p.m., with three-quarters of an hour interval for a meal, and four and a quarter hours on Saturday between 7.30 a.m. and 11.45 a.m., and as to shift workers eight hours per shift.

(*d*) Builders' labourers attending on or assisting tradesmen whose ordinary hours of duty are more than 44 per week shall work the hours of such tradesmen and such builders' labourers shall be entitled only to overtime for work done in excess of such hours.

(*e*) In the case of a mixed industry, builders' labourers shall conform to the daily hours and meal time of the tradesmen they assist.

(13) OVERTIME.

(*a*) Except as hereinafter provided, all time on duty beyond the ordinary hours of duty hereinbefore provided shall be paid for at the rate of time and a half for the first two hours and at the rate of double time thereafter.

(*b*) As far as practicable employees shall not be required to work overtime.

(*c*) In computing overtime each day's work shall stand alone.

(*d*) For the purpose of computing overtime each fraction of a quarter of an hour shall be paid for as if it were a full quarter of an hour.

(*e*) In the case of employers employing members in a continuous process, all time on duty beyond 8 hours per day or beyond 48 hours per week shall be paid for at the rate of time and a half, except where the excess time of duty—

(i) is by arrangement between the employees themselves; or

(ii) is for the purpose of effecting the customary weekly rotation of shifts; or

(iii) is due to the fact that the relieving man does not come on duty at the proper time.

(14) MEAL HOURS.

(*a*) For work done during meal periods and thereafter until a meal period break is allowed time and a half rates shall be paid. Where owing to the requirements of the work it is necessary for an employee to work beyond noon then the meal period of such employee shall commence not later than 1 p.m.

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

(c) Before starting overtime after working ordinary hours a meal period 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.

(15) SUNDAY AND HOLIDAY WORK.

(a) Except as hereinafter provided, all time on duty on Sundays or public holidays (as herein defined) shall be paid for at the rate of double time.

(b) In the case of an employer employing workers continuously, all time on duty on Sundays or on the public holidays observed by the majority of the employees in the establishment concerned shall be paid for at the rate of double time.

(c) Notwithstanding the provisions of sub-clauses (a) and (b) hereof employees engaged in repairs or renewals of their employer's plant or machinery necessary for the resumption of work the next following working day shall on public holidays or Sundays be paid at the rate of time and a half.

(16) SHIFT WORK.

Within half a mile from the General Post Office at Melbourne the employer may carry on demolition and/or building work or work incidental thereto by shifts subject to the following conditions :—

(a) Up to three shifts may be worked, namely, morning shift, afternoon shift and night shift.

(b) As far as practicable shifts shall be worked in rotation.

(c) The hours of work in each shift be as follows :—

(i) Night shift from midnight Sunday to 7 a.m. Monday, from 11 p.m. Monday to 7 a.m. Tuesday, from 11 p.m. Tuesday to 7 a.m. Wednesday, from 11 p.m. Wednesday to 7 a.m. Thursday, from 11 p.m. Thursday to 7 a.m. Friday, and from 11 p.m. Friday to 7 a.m. Saturday.

Day shift from 7 a.m. to 3 p.m. on Monday, Tuesday, Wednesday, Thursday, Friday and Saturday.

Afternoon shift from 3 p.m. to 11 p.m. on Monday, Tuesday, Wednesday, Thursday, Friday and Saturday with an allowance of half an hour in each shift for a meal.

(ii) The wages to be paid to builders' labourers as such who are employed on the said works shall be as follows :—

Morning shift—Ordinary rate.

Afternoon shift—Time and one-eighth.

Night shift—Time and a quarter.

(iii) All time on duty in each shift beyond the hours of work mentioned shall be paid for at the rate of time and a half for the first two hours and double time thereafter.

(iv) That any builder's labourer properly presenting himself for work and no work being then available for him shall be allowed and paid two hours wages at shift rates.

(v) That so far as possible 44 hours' work shall be made available for each builder's labourer in each week.

(vi) That in the event of any builder's labourer having to cease work on account of any stoppage operations after trams and trains have ceased running, provision shall be made by the employer for conveying him to his home or alternatively he shall be paid in respect thereof two hours wages.

(d) If it is desired to work shifts in any other place then the question shall be referred to the Secretary for Labour and he shall determine whether under all the circumstances it is proper for the work to be carried on by shift. If he should so determine, then the above provisions relating to shift work shall apply.

(e) Except where inconsistent with the provisions of this clause the other provisions of this Determination shall apply to such work.

(17) SANITARY CONVENIENCES.

Suitable and adequate sanitary conveniences shall be provided by the employer.

(18) SUPPLY OF WATER.

Employers shall provide pure drinking water for employees and boiling water at meal times. Where the water is not conveyed by pipe it shall be kept in a covered receptacle.

(19) FIRST AID.

(a) A sufficient first aid chest shall be supplied and maintained by the employer and shall be kept under the control of a responsible person in a place accessible to the employees. In case of any dispute as to the adequacy of any first aid equipment the matter shall be referred to the Secretary for Labour.

(b) An employee meeting with an accident on the job necessitating his removal to hospital or to a doctor for medical attention shall be conveyed by ambulance or other suitable conveyance at the expense of the employer.

(20) LOADS.

(a) No employee shall be required to carry more than the following loads by hod :—

Up to a height of 15 feet—12 bricks.

Over a height of 15 feet—10 bricks.

(b) In cases where bricks are carried by wheelbarrow the employee shall not be required to carry more than 36 bricks in a load on scaffolding at a height of more than 15 feet from the ground, or more than 40 bricks in a barrow in any other place.

If any other barrow than that which is commonly in use at the time of this award is introduced by an employer then any question as to the load which may be carried in such barrow shall be determined by the Secretary for Labour.

(21) TOOLS.

(a) Employers shall provide all necessary plant and tools except picks, shovels, hods and larries, which are to be provided by employees.

(b) The employer shall be responsible for the sharpening of picks.

(c) Employers shall provide a suitable lock-up place in which to store employees' tools.

(22) CHANGE HOUSE.

Where practicable and where not less than a total of fifteen men are employed the employer shall provide a suitable change house for the keeping of the clothes of the workmen employed. No cement, lime or building materials shall be stored in such change house. This clause shall come into force after the expiration of two months from the coming into force of this Determination.

(23) WET PLACES.

(a) Where an employee is obliged by the employer to work spreading or packing wet concrete so that his boots are liable to become saturated, then the employer shall provide the employee with gum boots.

(b) Where an employee is obliged to work in conditions where boots become saturated with water, the employer shall supply the employee with gum boots for use on such work.

(c) If an employee is required to work in a place in which water is continually dripping from overhead so as to saturate the clothing of the employee he shall be provided with an oilskin coat so as to protect him from getting wet or in lieu thereof shall be paid 1s. extra for the day whatever amount of work may be done by him on such day.

(24) DEFINITIONS.

For the purposes of this Determination—

"Continuous process" means a process in which during an unbroken period of not less than one week operations are continued during all the hours of the day from midnight to midnight or during sixteen hours of the day. Such a process shall be deemed to be a continuous process even if, through no fault of the employer, the work ceases for a time to be carried on.

"Shift worker" in a continuous process means an employee engaged for not less than a week in such continuous process.

"Country work" means work on a job distant more than 20 miles from the employee's centre (in case the centre be in Melbourne or in the suburbs thereof respectively) or more than 6 miles in other places.

"Employee's centre" means his residence or his nearest post office, whichever be the nearer to the job.

(25) CONTRACTING, SUB-CONTRACTING.

(a) No employer shall permit any of the classes of work covered by this Determination to be carried on by a contractor or other person except in accordance with the terms and conditions of this Determination as if the contractor or other person were himself an employer and bound by this determination.

(b) No employer shall enter into any contract for the carrying on of any of the classes of work covered by this Determination by any contractor unless the contract contains a clause binding the contractor to pay the rates and observe the conditions set out in this Determination in respect of the work contracted for, and unless a clause is inserted in any such contract to the effect that the employer can determine the contract if there is any breach of the condition above referred to.

F. A. MARZORINI,
Secretary for Labour.

Melbourne, 18th April, 1940.

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GOVERNMENT GAZETTE.

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No. 130] FRIDAY, MAY 3. [1940

Factories and Shops Acts.

DETERMINATION OF THE RUBBER TRADE BOARD.

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

NOTE.—This Determination applies 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 portions of the city of Sandringham as are 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.

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 23rd January, 1940, by the Rubber Trade Board and published in the *Government Gazette* on the 15th February, 1940, hereby issue an adjusted Determination showing the adjusted wages rates to be paid to any persons :—

1. Employed in or in connexion with the trade of—
   (*a*) a maker of all kinds of rubber goods;
   (*b*) a reclaimer of rubber; and
   (*c*) a maker of solution;
2. Employed in the repairing of all kinds of rubber goods—

(1) The adjusted rates shown herein shall be paid as from the beginning of the first pay period to commence in May, 1940.

(2) APPRENTICES OR IMPROVERS.

—	Wages per Week of 44 Hours. Males.	Females.	
	s. d.	s. d.	Except in the fancy goods section no female shall be employed until she attains the age of fifteen years.
Under 16 years of age	15 9	14 9	
16 years of age	23 9	18 9	
17 " "	31 6	23 3	
18 " "	39 6	27 3	
19 " "	47 6	32 0	
20 " "	55 3	36 0	

And thereafter the minimum wage.

Proportion.

MALE APPRENTICES.

One male apprentice to every three or fraction of three adult male workers receiving not less than 82s. per week of 44 hours.

MALE IMPROVERS.

Such number of improvers as shall not together with apprentices exceed, in the aggregate, one to every three or fraction of three adult male workers receiving not less than 82s. per week of 44 hours.

FEMALE APPRENTICES.

Fancy Goods Section.

Three female apprentices to every adult female worker receiving not less than 43s. 6d. per week of 44 hours.

All Other Sections.

One female apprentice to each adult female worker receiving not less than 43s. 6d. per week of 44 hours.

FEMALE IMPROVERS.

Fancy Goods Section.

Such number of improvers as shall not together with apprentices exceed in the aggregate three to each adult female worker receiving not less than 43s. 6d. per week of 44 hours.

All Other Sections.

Such number of improvers as shall not together with apprentices exceed, in the aggregate, one to each adult female worker receiving not less than 43s. 6d. per week of 44 hours.

(*a*) Except in the fancy goods section of the industry, the number of adult females or adult males respectively employed at any given time shall be deemed to be the weekly average number employed (exclusive of any female employees employed in the fancy goods section of the industry) during the immediately preceding period of twelve calendar months. For the purpose of ascertaining the proportion of improvers to male or female adults, there shall be a weekly count, and any Union official making an inspection of the books to ascertain such proportion shall take the weekly average number of such male or female adults as the case may be, and the average number of male or female improvers employed during the week in which the inspection is made.

(*b*) Notwithstanding anything hereinbefore contained, female workers receiving the adult female wage prescribed for the class of work being performed by them, shall be counted as adult female workers in calculating the proportion of females, but in calculating such wage, bonuses shall not be considered as part of the wage.

(3) ADULT MALES.

—	Wages per Week of 44 Hours. £	s.	d.
1. Employee engaged on any operation connected with or incidental to the handling, preparation, manufacture, or repair of rubber and/or rubber goods and/or goods in the manufacture of which rubber is used, other than those set out hereunder	4	2	0
2. Sifter and/or drier of compounding ingredients	4	4	0
3. Operator in charge of drying machine	4	6	0
4. Weigher and/or assembler of compounds for mixing, calendering, &c.	4	9	0
5. Wrapper of goods made by wrapped process	4	4	0
6. Operator in charge of lead-covered hose stripping machine	4	6	0
7. Operator in charge of hose-making machine (wrapped process)	4	8	0
8. Helper on hose-making machine (wrapped process)	4	6	0
9. Lead-covering machine helper	4	6	0
10. Operator in charge of lead-covering machine (hose)	4	12	6
11. Maker of wrapped hose by hand-made process	4	15	0
12. Dough mixer working on mill and/or enclosed mixer for solution or cement	4	6	0
13. Operator on washing mill and/or grinding waste	4	6	0
14. Operator on warming and/or masticating mill and/or reclaim refining mill	4	8	0
15. Operator on cracker mill	4	6	0
16. Operator on mixing mill	4	15	0
17. Reclaimer or employee engaged on acid tank	4	6	0
18. Employee on digestor machine	4	8	0
19. Spreader in charge of machine (not otherwise classified)	4	9	0
20. Spreader of waterproof piece-goods for making garments and/or spreader of rugs and/or printers blankets and/or bed sheeting	4	15	0
21. Employee engaged on doubling and/or chalking and/or polishing and/or embossing	4	5	0
22. Operator engaged on motor, motor cycle, bicycle tube and/or bicycle tire making and/or joining (not otherwise classified)	4	6	0
23. Operator engaged on motor, motor cycle and/or bicycle tube joint curing	4	8	0
24. Operator building pneumatic tire on flat and/or crown drum and/or on flat top core (excluding bicycle tire)	4	10	0
25. Operator building pneumatic tire on core (excluding flat top core and/or bicycle tire)	4	12	6
26. Inspector and/or examiner and/or tire tester	4	8	0
27. Tester with water	4	2	0
28. Weaver in charge of braiding machine and/or circular and/or flat loom and/or knitting machine and/or operator in charge of creels and/or other similar machines and/or winding wire	4	8	0
29. Operator in charge of cotton creels	4	8	0
30. Cutter of treads and/or assembler of motor, motor cycle and/or bicycle treads by machine	4	6	0
31. Maker of packing	4	8	0
32. Operator on mat-cutting guillotine, mat-punching process, mat-buffing and/or sanding machine	4	8	0
33. Designer and/or maker of inlaid mats and/or inlaid floor matting (including punched mats)—			
First year	4	6	0
Second and third year	4	12	6
Thereafter	4	17	0
34. Operator employed fitting solid tire to wheel (motor vehicle or otherwise)	4	10	0
35. Operator employed fitting pneumatic tire to rim and/or wheel	4	6	0
36. Operator on clicking press and/or sole-cutting machine and/or mechanically operated punching press	4	8	0
37. Operator on lathe and/or other power-driven cutting machine engaged in cutting off rings, washers and/or strips and/or buffing cylindrical rollers up to 3 feet in length	4	8	0
38. Operator employed on mechanical lathe fashioning hand-made mechanical and/or surgical goods (including buffing cylindrical rollers over 3 feet in length)	4	12	6
39. Operator on lathe engaged fashioning biased bowls	4	12	6
40. Operator dipping ballons and/or other dipped goods	4	8	0
41. Operator of rubber thread cutting lathe	4	10	0
42. Operator in charge of self-contained mould and/or heaterman in charge of curing pan and/or dry heater	4	8	0
43. Helper on self-contained mould and/or curing pan and/or dry heater	4	2	0
44. Operator in charge of vulcanizing press, more than 4 feet in length	4	12	6
45. Operator in charge of vulcanizing press, not more than 4 feet in length	4	10	0
46. Helper on vulcanizing press, more than 4 feet in length	4	8	0
47. Operator in charge of person engaged in the moulding of and/or on any operation directly connected with the moulding of motor and/or motor cycle tires	4	15	0
48. Operator engaged in the moulding of and/or on any operation directly connected with the moulding of motor and/or motor cycle tires and/or air bags	4	12	6
49. Operator in charge of person engaged in making and/or moulding solid motor tires	4	12	6
50. Operator engaged in making and/or moulding solid motor tires	4	6	0
51. Operator engaged in moulding articles other than motor and/or motor cycle tires and/or tubes and/or air bags	4	8	0
52. Moulder in charge other than moulder engaged on motor and/or motor cycle and/or solid tire moulding	4	10	0
53. Operator in charge hand making transmission conveyor and/or elevator belting	4	12	6
54. Operator engaged hand making transmission conveyor and/or elevator belting	4	9	0
55. Operator engaged on belt making machine	4	6	0
56. Operator laying mats, tiles, or rubber flooring	4	15	0
57. Repairer of used motor and/or motor cycle tire and/or tube and/or air bags	4	15	0
58. Repairer of blemishes on new motor and/or motor cycle and/or bicycle tire and/or tube	4	8	0
59. Operator re-treading new tires	4	6	0
60. Maker of air bags with extruded material	4	8	0
61. Maker of air bags (not otherwise classified)	4	15	0
62. Operator in charge of forcing machine	4	10	0
63. Operator in charge of forcing machine straining rubber	4	6	0

Adult Males—continued.

—	Wages per Week of 44 Hours. £ s. d.
64. Operator in charge of textile cutting machine ..	4 8 0
65. Operator of electric cutting machine (other than cutter in the waterproof) or operator cutting textile by hand	4 6 0
66. Operator engaged in the individual making of surgical mechanical and/or sporting goods who designs, lays out, cuts to shape and/or builds up and is responsible for making complete article up to but not including the sandpapering or curing or turning of the article ..	4 17 0
67. Operator engaged in the making of general surgical mechanical or sporting goods, including mandrel and/or drum built belts ..	4 8 0
68. First assistant on calender 48 inches and over	4 12 6
69. First assistant on calender under 48 inches ..	4 6 0
70. Operator in charge of calender 72 inches and under	5 4 0
71. Operator in charge of calender over 72 inches ..	5 9 0
72. Table hand and/or machinist employed on sewing machines engaged in the manufacture of waterproof articles (other than articles of waterproof clothing) ..	4 13 0
73. Operator engaged in the process of sponge rubber made from latex or similar composition on the following class or classes of work:—mixing, frothing, pouring, stripping, trimming, inserter hydro, cleaning or tieing, table hand ..	4 8 0
74. Storeman in charge of moulds	4 4 0
75. Operator engaged on sand blasting in a properly enclosed cabinet	4 6 0

ADULT FEMALES.

—	Wages per Week of 44 Hours. £ s. d.
76. Adult female employee who individually fabricates complete shoes, goloshes and/or rubber boots, or who lasts up shoes and/or rubber boots	2 9 0
77. Adult female employee employed tire making and/or case making and/or individually fabricating motor and/or motor cycle and/or bicycle tires and/or tubes and/or mechanical surgical and/or sporting goods ..	2 8 0
78. Adult female employee employed on sewing machine	2 9 0
79. Adult female employee on machine used in the production of rubber goods and/or goods containing rubber and/or employed on part making any rubber goods and/or goods containing rubber (including rubber footwear)	2 6 6
80. Adult female employee employed on dipped goods	2 6 6
81. Adult female employee engaged cleaning, finishing, folding, packing, labelling, despatching and/or carton making and despatching ..	2 5 0
82. Adult female employee employed on wire or bead making	2 8 0
83. Adult female employees not specially provided for	2 3 6

(4) SPECIAL RATES.—(*a*) Any female or junior (male or female) employed in any way in the making, finishing, or packing of preventatives, pessaries, or sheaths, shall receive the male basic wage provided herein, and in addition thereto shall receive the margin provided for a male operator engaged in the individual making of surgical goods.

(*b*) Any employee engaged in the process of acid curing, cold curing, or vapour curing (as defined in clause (23) hereof) shall be paid at the rate of 4s. per hour.

(*c*) Employees engaged in processing free carbon black or slicking and/or spraying motor and/or motor cycle tires or actually working on acid vats in reclaiming, shall be paid the sum of 4d. per day in addition to the rate herein fixed for the class of work performed.

(*d*) Employees using a spray gun for the purpose of spraying motor and/or motor cycle and/or bicycle tires, other than the spraying of trade marks, transfer marks, or other distinguishing signs, shall be paid the sum of 1s. per day in addition to the rates herein prescribed for the class of work performed. Such payment shall include any payment made under sub-clause (*c*) hereof.

(*e*) Employees engaged on continuous work shifts shall be paid an additional 1s. per shift on afternoon and night shift. Instead of paying the said sum of 1s. for each afternoon or night shift the employer may at his option pay the sum of 8d. for each continuous work shift.

(*f*) Employees, not engaged on continuous work shifts, working on night shift, as defined in clause (5) hereof, shall be paid an additional 1s. per shift.

(5) DEFINITIONS.—"Adult female," as used in this Determination, shall include junior female workers receiving the adult female wage under sub-clause (*b*) of clause (2) hereof.

"Night shift" means any shift worked wholly or partially between the hours of 8 p.m. and 6 a.m., but shall not include any shift worked on continuous work shift.

"Union," in this Determination, shall mean The Federated Rubber Workers' Union of Australia.

(6) HOURS OF DUTY.—(*a*) The ordinary hours of duty for employees not engaged on continuous work shifts, shall not without payment of overtime at the rates and subject to the conditions hereinafter appearing, exceed 8 hours 48 minutes on each of the first five days of the week, and 4 hours on Saturday, and shall not exceed 44 hours in any week.

(*b*) The ordinary hours of duty of employees on continuous work shifts shall not without payment of overtime at the rates and subject to the conditions hereinafter appearing, exceed eight in any one day; nor 48 in any one week; nor an average of 44 per week during the period of employment upon such shifts; nor a total of 132 during any three consecutive working weeks of the period of employment upon such shifts.

Employees on continuous work shifts shall work such shifts up to six per week as may be required. A meal break, not exceeding twenty minutes shall be granted with pay on each shift exceeding four hours, and shall be arranged by the employer at a convenient time as near as practicable to the middle of the shift. Continuous work shifts shall be worked in rotation.

(*c*) The hours of duty of any night shift worker shall be consecutive with breaks for meals.

(*d*) No male junior worker, under the age of eighteen years, shall work between the hours of 10.30 p.m. and 6 a.m.

(*e*) The starting or finishing time of any employee must be the same for at least one week unless overtime is paid: provided that the starting or finishing times may be changed in the case of sickness or accident or breakdown of plant or equipment, or in the case of an employee replacing another who does not turn up for work at his usual starting time.

(7) OVERTIME.—(*a*) Except as hereinafter provided all time worked before or after the employee's starting or finishing time shall be paid for at the rate of time and one-half for the first four hours, and double time thereafter.

(*b*) On continuous work shifts, when one or more employees fail to report for duty without having given 24 hours' notice of intention of being absent, a corresponding number of employees on the preceding shift may be worked overtime at the rate of time and a quarter for the first two hours, and double time thereafter.

(c) The laws in force at the date of commencement of this Determination governing overtime in factories in the State of Victoria, except in regard to the payment of tea money to females, shall, where not inconsistent with this Determination, be deemed to be incorporated in this Determination as part thereof: provided, however, that the number of days upon which males under sixteen years of age, or females may be called upon to work overtime, shall be thirty in each year, and such additional number of days as may be approved by the Secretary of Labour.

For the purposes of this sub-clause "year" shall mean twelve calendar months, starting with the 22nd December, 1938, each year.

(8) MEALS.—(a) Any male employee not informed the day before that he is required to work overtime shall be allowed the sum of 2s. for meal money, if the overtime so worked exceeds one hour in any day or shift. If an employee, pursuant to notice in that regard, has provided himself with a meal and is not required to work overtime, he shall be paid 2s. for the meal so provided: provided that this payment need not be made if the employee concerned could not work overtime on account of a strike by the Union or any other Union, or through any breakdown of machinery, or any stoppage of work brought about by any cause whatsoever which the employer could not reasonably prevent.

(b) Any female required to work overtime in excess of 30 minutes in any one day shall be paid 1s. meal money.

(c) An interval of not less than 30 minutes shall be allowed for the midday meal, as near as possible to the middle of the day's work: provided that on shift operations, other than continuous work shift, a meal period of not less than 20 minutes in each shift shall be provided, which shall not count as time worked.

(d) Any employee required for duty during his usual meal time shall be paid at the rate of time and a half until he be allowed the usual length of time for a meal, unless he is allowed to have his meal at his job and is paid at the rate of time and a half during the time of his usual meal time.

(9) MAXIMUM NUMBER OF HOURS WORKED.—(a) No employee shall be required to work in the factory, workshop, or repair-shop for more than twelve hours in any one day or night.

(b) No employee engaged on day work, shift-work, or night shift, after completing the recognized hours which constitute the day's work or shift, shall be called upon to work an extra shift.

(c) No employee shall be required to work in the factory or workshop for more than twelve hours without a break of eight hours' rest before commencing a shift or day's work.

(10) RECORD OR TIME BOOK.—(a) Each employer shall keep some card or check used in connexion with a mechanical clock or a time and wages book, showing the name of each employee, his occupation, the hours worked each day, and the wages, allowances and overtime paid each week: provided that the requirement in respect to his occupation shall be deemed to be shown as required if the item number set out against the employee's classification in clause (3) hereof be shown in lieu of the said occupation.

(b) The records referred to in sub-clause (a) hereof shall be open for inspection by a duly accredited official of the Union (as to members of his Union) during the usual office hours at the employer's office or other convenient place: provided that no inspection shall be demanded unless the secretary of the Union or of a branch thereof suspects that a breach of this Determination has been or is being committed: provided also that only one demand for such inspection shall be made in any one fortnight at the same establishment: provided also that no demand for production need be complied with unless 24 hours' notice in writing of the intention to inspect shall have been given to the employer concerned.

(11) HOLIDAY AND SUNDAY WORK.—(a) All weekly wage employees shall be granted the following holidays without deduction of pay:—The days observed as New Year's Day, Good Friday, Easter Monday, Eight Hours' Day, Anzac Day, Christmas Day, and Boxing Day.

(b) If any of the above holidays occur on a Sunday or a 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 if a working day as for a half day, but not otherwise: provided that if the employee is a shift worker, working a full day on Saturday he shall be paid for the full day.

(c) Any employee absenting himself from work on any portion of the working day preceding or following a holiday provided for in this clause without reasonable excuse or without permission from his employer, shall not be entitled to payment for such holiday.

(d) Shift workers may be required to work until the completion of their shifts on holidays without the payment of holiday rates, provided they are not required to work on the night shift commencing on a holiday. Where a holiday, prescribed by this Determination, is observed on a Monday, shift workers may be given time off on the shift commencing on the Sunday night preceding a holiday, and in such event shall be required to work on the usual night shift commencing on the holiday, without additional pay.

(e) Notwithstanding anything to the contrary contained in this Determination, if any employer shall give to any employee a notice of termination of engagement expiring or taking effect as a dismissal within seven days of the date on which any of the said holidays fall or are observed, such employer shall pay to the employee so dismissed, a day's pay for each such holiday falling or being observed within seven days of the termination of the engagement, unless the engagement is determined by the employer by reason of the misconduct of the employee: provided that this sub-clause shall not apply to any employee who at the date of the expiration of such notice shall not have been employed by the employer concerned for at least 80 per cent. of the ordinary working time of the three consecutive weeks immediately preceding the expiration of such notice: provided further that when any holiday is observed on a non-working day, the employee concerned shall not be entitled to payment for such holiday.

(f) Any employee who is employed on a Sunday or any holiday provided for in this clause shall for all time worked on that day be paid at the rate of double time.

(12) ANNUAL HOLIDAY.—(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 the full wages, prescribed by this Determination, for ordinary working days included in that period.

(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 six months immediately preceding the 25th day of each December.

(d) Any employee dismissed during the three weeks immediately preceding the 25th day of December (who except for such dismissal would be entitled to annual holiday) shall be entitled to payment of one week's wages for such annual holiday.

(e) If the employer does not require any employee to work during the period from and after the day observed as Boxing Day to the 31st day of December inclusive, and such employee is not entitled to annual holiday under this clause, such employee shall not be entitled to payment of wages for the said period or part thereof during which he is not required to work.

(13) TERMS OF ENGAGEMENT.—(a) To become entitled to payment of a weekly wage, an employee must perform such work as the management shall from time to time require on the days and during the hours usually worked by the class of employee affected, and in accordance with the terms of this Determination.

(b) An employee engaged for the first time shall for the first three weeks of such engagement be employed from day to day at the weekly rate fixed by this Determination.

(c) Any employee failing to attend for duty shall lose pay for the time of such non-attendance unless such employee produces or forwards, within 48 hours of commencement of such absence, a medical certificate, or other evidence satisfactory to the management, that such non-attendance was due to personal accident arising out of and in the course of employment in respect of which no payment is received under any Workers Compensation Act, or to personal ill health necessitating such absence: provided that any employee shall be entitled to payment for non-attendance on the ground of personal ill health for not more than four days in any one year of his or her employment.

(d) Employment shall be determined only by a week's notice on either side, but such notice may be given at any time during any week: provided that any employer may dismiss any employee without notice for malingering, inefficiency, neglect of duty, or misconduct, and in any such case the employee shall be paid up to the time of dismissal only: provided further, that any employer may deduct payment for any day or part thereof an employee cannot be usefully employed because of any strike by the Union, or any other Union, or through any breakdown of machinery, or any stoppage of work by any cause whatsoever which the employer cannot reasonably prevent.

(e) Casual employees may be engaged at hourly rates, provided such rates calculated from hour to hour are 10 per centum higher than the rates prescribed for weekly employees doing the same class of work.

(f) Employees who leave without proper notice may, at the option of the employer, be called upon to forfeit to the employer up to three days' pay.

(14) PAYMENT OF WAGES.—(a) Wages shall be paid not later than Wednesday in each week.

(b) No employer shall keep more pay in hand than has accrued to any employee up to the end of the preceding calendar week

(c) All wages shall be paid during working hours.

(d) Any employee leaving on proper notice or dismissed shall be paid his wages on leaving or being dismissed: provided that when an employee is dismissed outside ordinary office hours he shall be paid not later than 10 a.m. on the next working day. In the case of piceworkers or bonus workers, the time wages only need be paid in accordance with the foregoing provisions.

(15) MIXED FUNCTIONS.—(a) Any employee engaged in any one day or shift for more than two hours at work in a higher class than he is employed to perform shall be paid for the full day or shift at the highest rate payable for any such work under this Determination; but if he is so engaged for less than two hours he shall only be paid at the rates fixed by this Determination for the work he actually performs.

(b) Any employee who is transferred to a lower grade of work than that upon which he is usually employed, shall be paid at the higher wage for the remainder of the day or shift on which such transfer takes place, and from the commencement of the next working day or shift he shall be paid at the appropriate wage for the class of work performed.

(16) TOOLS OF TRADE.—(a) The employer shall provide all tools of trade.

(b) Any employee engaged on acid vats, or on reclaiming or washing raw rubber, or in wet places, shall be supplied with apron or overalls, and rubber or other suitable boots, free of charge.

(17) SEATS FOR FEMALE WORKERS.—When practicable, seats shall be provided for all females whilst on duty.

(18) HEAVY WEIGHTS.—(a) No male employee shall be required to pull, drag, or push more than 10 cwt.: provided that this sub-clause shall not apply to any truck on rails nor to any truck fitted with ball or roller bearings.

(b) No female employee shall be required to lift or carry more than 30 lb.

(c) No male employee shall be required to lift or carry excessive weights.

(19) REST TIME FOR FEMALES.—A specified rest time of ten minutes shall be allowed to all females in the forenoon and afternoon.

(20) HEALTH OR HYGIENIC CONDITIONS.—(a) Every employer shall in each factory supply suitable dining-room accommodation.

(b) Every employer shall provide sufficient boiling water for employees at meal hours.

(c) Every employer shall supply drinking water in each department of the factory.

(d) Any employee engaged as a reclaim worker or moulder of motor and/or motor cycle tires, calender hands, mill hands, compound hands, and employees engaged in the wet sponge rubber department, shall be provided with a lock-up cupboard, suitable baths or showers, and a changing-room.

(e) All dipping vats, excluding those containing latex and varnishing solutions, shall be provided with covers.

(f) Sifting boxes or machines shall be rendered reasonably dust proof.

(g) Hoods and exhaust flues shall be installed over all mixing mills, dry heaters, chalking or sifting machines, and buffs, provided that no hood or exhaust flue shall be required to be installed over any portable buff.

(h) The provisions of sub-clauses (a), (b), (c), and (d) hereof shall have no application to repair shops.

(21) SICKNESS.—(a) Any employee may leave work at any time on account of occupational sickness or accident arising out of and in the course of his employment, and shall be entitled to re-employment at the termination of the sickness or recovery from the accident: provided that a satisfactory medical certificate, if called for, is produced to the employer or his representative at the time of application for re-employment, and provided that notice of his inability to work be conveyed to the employer within 48 hours of such inability arising.

(b) Any employee so leaving work for more than seven days may be required to give to his employer seven days' prior notice of his fitness to resume work.

(c) In no case shall an employee be entitled to re-employment in pursuance of this clause after the expiration of six months from the first notification of the sickness or the accident causing the absence.

(d) This clause shall apply only to employees who are entitled to benefits under the Workers' Compensation Act of the State concerned.

(e) Any employee injured on the employer's premises, whether the injury is incidental to his or her work or not, shall report such injury at a first-aid room or other appointed place before leaving the premises.

(22) FIRST-AID ATTENDANT.—(a) First-aid appliances and a certified first-aid attendant shall be provided by employers at all factories, and where female employees are employed such first-aid attendant, or another first-aid attendant, shall be a female. Such female attendant may do other work.

(b) The provisions of sub-clause (a) hereof shall have no application to repair shops.

(c) A sufficient first-aid outfit shall be provided and maintained on the premises by employers at all repair shops.

(23) PROCESS OF COLD CURING, ETC.—(a) No person shall be engaged acid curing, cold curing, or vapour curing for more than two consecutive hours, and every person so engaged must have at least four hours interval before resuming same. The employer shall provide fresh milk and respirators free of charge for persons engaged on this class of work.

(b) Provided that vapour curing in sub-clause (a) hereof shall include only vapour curing by bi-sulphide of carbon or benzine with chloride of sulphur.

(24) UNION DELEGATE.—(a) The general secretary or any branch secretary of the Union, or any official thereunto, authorized by the Union, shall not be prevented by any employer from visiting and conversing with the members of the Union in the dining-room or waiting-room (where provided) at meal times, or before or after the hours of work.

(b) If any such official make himself objectionable to the employer or to any manager or foreman or employee, the right of such official to visit may be determined by the respondent employer affected, and the Union may substitute another official in his stead.

(c) Any official of the Union shall have access to any repair shop for the purpose of interviewing any employee engaged therein.

(25) UNION BUSINESS.—Any member of the Federal Council of the Union or any member of the Committee of Management of any State branch thereof, may leave work to attend to the business of the Union, provided that at least three days' notice of such intention shall have been given to the employer. Any employee so absent shall not be paid for the period of such absence.

(26) NOTICE BOARD.—(a) A notice board shall be provided in the dining-room or in some other prominent position at the works.

(b) Any notice previously approved by the employer or his representative may be posted on such notice board.

(c) A copy of this Determination shall be posted and kept posted at the notice board provided pursuant to sub-clause (a) hereof not later than 28 days after the date of issue of such Determination.

F. A. MARZORINI.
Secretary for Labour.

Melbourne, 18th April, 1940.

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No. 131] FRIDAY, MAY 3. [1940

Factories and Shops Acts.

DETERMINATION OF THE MOTOR DRIVERS 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 22nd February, 1940, by the Motor Drivers Board, and published in the *Government Gazette* on the 14th March, 1940, hereby issue an adjusted determination showing the adjusted wages rates to be paid to any persons employed—

(1) driving mechanically-propelled vehicles hired or plying for hire;

(2) cleaning or attending to the running requirements (not including repairs) of mechanically-propelled vehicles which are—

(*a*) hired, plying for hire, or used in connexion with a trade or business;

(*b*) stalled in a public garage or in an engineer's workshop;

(*c*) as conductors in connexion with mechanically-propelled passenger vehicles hired or plying for hire.

(1) The adjusted rates herein shall be paid as from the beginning of the first pay period to commence in May, 1940.

(2) APPRENTICES OR IMPROVERS.

Apprentices.

	Wages per Week. s. d.
1st year's experience	19 0
2nd „ „	25 0
3rd „ „	31 3
4th „ „	37 0

And thereafter the minimum wage.

PROPORTION.

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

Improvers.

(*a*) Improvers employed as drivers of vehicles in which passengers are being conveyed—

1st year's experience as such 66s. per week

Thereafter .. .. The rate provided in Clause (2) "Other Employees" for the class of vehicle driven

(*b*) Other Improvers—

	Wages per Week. Commencing Age— 17 years or under. s. d.	18 years. s. d.	19 years. s. d.	20 years. s. d.
1st year's experience	25 0	31 3	42 6	48 6
2nd „ „	31 3	42 6	48 6	
3rd „ „	42 6	48 6		
4th „ „	48 6			

And thereafter the minimum wage.

PROPORTION.

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

OTHER EMPLOYEES.

Employees operating exclusively within a radius of 13 miles of the General Post Office, Melbourne.	"A" s. d.	"B" Employees operating exclusively outside a radius of 13 miles of the General Post Office, Melbourne, or operating partly within and partly outside such radius. s. d.
(i) *Vehicles Engaged on Regular Services.*		
(See Clause 12 for Definition of Vehicle Engaged on Regular Services.)		
Drivers of motor cars (including motor omnibuses, motor coaches, and charabancs) engaged on regular services—		
In which the licensed passenger seating capacity exceeds 19 persons	105 0	100 0
In which the licensed passenger seating capacity exceeds 13 but does not exceed 19 persons	101 6	96 6
In which the licensed passenger seating capacity exceeds 7 but does not exceed 13 persons	97 6	92 6
In which the licensed passenger seating capacity does not exceed 7 persons	95 6	90 6
(ii) *Vehicles Not Engaged on Regular Services.*		
Drivers of motor cars (including motor omnibuses, motor coaches, and charabancs) not engaged on regular services—		
In which the licensed passenger seating capacity exceeds 22 persons	98 6	93 6
In which the licensed passenger seating capacity exceeds 14 but does not exceed 22 persons	96 6	91 6
In which the licensed passenger seating capacity exceeds 7 but does not exceed 14 persons	94 6	89 6
In which the licensed passenger seating capacity does not exceed 7 persons and the vehicle plies for public hire upon the street	91 6	86 6
All other drivers	89 0	84 0
(iii) *Employees Not Provided for in* (i) *and* (ii) *hereof.*		
Conductors (including females)	92 6	87 6
Greasers	90 6	85 6
Cleaners	87 0	82 0
All others—		
Males	87 0	82 0
Females	50 0	45 0

(3) ALLOWANCES.—(*a*) Where a vehicle with licensed passenger seating capacity exceeding seven persons is engaged on regular service within the area referred to in Column "A" of Clause (2) and the driver is required to collect fares and/or give change, he shall be paid 3d. an hour or part thereof with a minimum of 1s. a day and a maximum of 1s. 6d. a day of eight hours and for each additional hour beyond eight, 3d. in addition to any other amounts to which he may be entitled under this Determination.

(*b*) When a vehicle engaged on regular service within the area referred to in Column "B" of Clause (2) carries parcels or goods (other than articles of passengers personal luggage) and/or if the driver of such a vehcile is required to collect fares such driver shall receive an allowance of 6d. per day or part of a day in addition to any amounts to which he may be entitled under this Determination.

(*c*) Any employee whose employment may necessitate his being absent from his home and his being unable to conveniently return to such home on any day, shall receive a minimum of a full day's pay for each day he is so absent plus an allowance to cover the cost of his board and lodging.

(4) HOURS OF WORK.—The ordinary hours for a week's work shall be—

(*a*) For drivers of vehicles on regular services, greasers, and/or cleaners .. .. 44 hours.

(*b*) For all employees other than those provided for in sub-clause (*a*) .. .. 48 hours.

Ordinary daily hours shall be as hereinafter provided. Notwithstanding any condition therein, a driver not engaged on regular services who is not given a meal time within five hours of commencing duty, shall have the daily hours of work and spread of hours as provided in sub-clauses (i) and (ii) hereof reduced by one hour, and a driver of a regular service vehicle shall have time off for a meal within five hours of commencing duty.

The ordinary daily hours for employees (except drivers of vehicles on regular services, greasers, and/or cleaners) shall be eight hours. The ordinary daily hours of drivers of vehicles on regular services, greasers, and/or cleaners may be fixed by mutual agreement between an employer and his employees concerned, provided that in no case shall the ordinary hours of a week's work be extended.

Subject to sub-clause (i) and (ii) hereof the hours of a day's work as hereinbefore provided shall be continuous—

(i) Within a daily spread of nine hours, employees (other than casual employees) working in the area defined in Column "A" of Clause (2) may be required to have a meal period not exceeding one hour, and employees (other than casual employees) working in the area as defined in Column "B" of Clause (2) may within a daily spread of ten and a half hours be required to have a meal period not exceeding two and a half hours.

(ii) Casual employees working within a daily spread of nine hours in the area provided for in Column "A" of Clause (2) may be required to take a meal period not exceeding one-half hour if employed not less than four hours, and less than eight hours, but if employed for eight hours or more, may be required to take a meal interval not exceeding one hour.

Casual employees working within a daily spread of ten and a half hours in the area provided for in Column "B" of Clause (2) hereof may be required to take a meal period not exceeding one-half hour if employed not less than four hours and less than eight hours, but if employed for eight hours or more, may be required to take a meal interval not exceeding two and a half hours.

(5) OVERTIME.—Overtime shall be paid for as follows:—

(*a*) For drivers of vehicles on regular services, greasers, and/or cleaners—

(i) In excess of the hours for a day's work agreed upon between an employer and his employees	For the first four hours ..	Time and a quarter
(ii) Outside the daily spread of hours	Thereafter	Time and a half
(iii) In excess of 44 hours in any week		

(*b*) For drivers of vehicles not engaged on regular services—

(i) In excess of eight hours on any day	For the first two hours ..	Ordinary rates
(ii) Outside the daily spread of hours	For the next two hours	Time and a quarter
	Thereafter	Time and a half

(*c*) For employees other than those provided for in sub-clauses (*a*) and (*b*)—

(i) In excess of eight hours on any day	For the first four hours	Time and a quarter
(ii) Outside the daily spread of hours	Thereafter	Time and a half

(6) CONTRACT OF EMPLOYMENT.—An employee shall be engaged either as a weekly employee or as a casual employee. Unless he is specifically engaged as a casual employee he shall be deemed to be and shall be paid as a weekly employee and shall receive for work done in any week, at least, the rate provided in Clause (2) hereof for the class of work he is required to do. An employee engaged at the beginning of a week or during a week shall not have his contract of employment as herein provided varied until the end of such week.

A casual employee shall receive a minimum of three hours' work or payment for same for each start at work on any day.

A start at work shall mean the commencement of work for the day and each resumption of work after a break on any day except a break for a meal interval as provided in Clause (4) (ii) hereof. For the first three hours after any start at work on any day a casual employee shall receive a pro rata payment based on the weekly hours provided in Clause (4) sub-clauses (*a*) and (*b*), and the rate provided in Clause (2) for the class of work done plus 33⅓ per cent.

For all work done in excess of three hours after any start at work on any day he shall receive a pro rata payment based on the weekly hours provided in Clause (4), sub-clauses (*a*) and (*b*), and the rate provided in Clause (2) for the class of work done.

Casual employees shall be booked off at the place where they were engaged for work.

Drivers of vehicles engaged on regular services shall receive two full days off within each fortnight. A fortnight shall be deemed to commence at midnight on a Saturday and to finish at midnight on the 2nd Saturday thereafter.

(7) ANNUAL HOLIDAYS.—Employees who have been in the service of an employer for a period of not less than twelve months shall be granted the following holidays in each year on full pay :—

(*a*) Drivers of motor cars (including motor omnibuses, motor coaches, and charabancs) engaged on regular services	12 days.
(*b*) All other employees	6 days.

Should any employee be dismissed or leave his employment prior to completing a full year's service with that employer, he shall be entitled to a proportionate holiday calculated on a quarterly basis as follows :—

(i) For 13 and not more than 26 weeks' service	One-quarter of the prescribed annual holiday.
(ii) For more than 26 and not more than 39 weeks' service ..	One-half of the prescribed annual holiday.
(iii) For more than 39 and less than 52 weeks' service	Three-quarters of the prescribed annual holiday.

or he shall be paid a sum corresponding to the number of holidays to which he is entitled under this clause, calculated on the average of his weekly earnings during the preceding four weeks. Except as otherwise provided herein, holidays shall be allowed and taken within three months of the completion of each twelve months of service.

(8) SPECIAL RATES.—Time and a quarter shall be the special rate for all work done on Christmas Day, Boxing Day, Show Day, New Year's Day, Australia Day, Anzac Day, Good Friday, Easter Monday, Labour Day, and King's Birthday ; 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.

(9) NIGHT SHIFT.—Employees (other than drivers and conductors) working between the hours of 8 p.m. and 7 a.m. shall be paid 3d. per hour extra with a maximum of 1s. a shift, and a maximum of 4s. a week.

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

(11) TIME BOOKS.—(*a*) Each employer shall at the garage or yard at or from or in connexion with which the employee works or at an office convenient thereto, keep a record or time book showing the name of each employee working under this Determination, in which shall be entered the time of starting and finishing work each day.

(*b*) The age of each employee receiving less than the adult wage shall be entered in the record or time book.

(*c*) Such record or time book shall on demand be produced by the employer for inspection to an official of the Motor Transport and Chauffeurs' Association of Australia duly authorized in writing by the president and secretary of the local branch or sub-branch of such organization, at the place where the record or time book is kept between the hours of 10 a.m. and noon on any day between the 1st and 27th inclusive in each calendar month, except on pay day or the day before.

In the case of the first inspection, seven days' notice shall be given to the employer of the intended inspection, and in the case of any subsequent inspection, one day's notice shall be given.

(*d*) 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 of each employee.

(*e*) Where an employee performs work for which a special rate is provided, a record of such work and the nature of the same shall be recorded in the time book or equivalent record.

(12) DEFINITION.—A vehicle on regular service shall mean a vehicle which travels to a regular fixed schedule of times between two fixed points and which does not require any specified number of passengers before a scheduled trip is undertaken.

NOTE.—Under section 233 of the Factories and Shops Acts any person who is guilty of a contravention of any clause of this Determination shall be liable to penalties as follows :—

For the first offence, not more than ten pounds.

For the second offence, not less than five pounds nor more than twenty-five pounds.

For the third or any subsequent offence, not less than fifty nor more than one hundred pounds.

In addition, the Court may award arrears of wages as provided in Clause 237 of the same Acts.

F. A. MARZORINI,
Secretary for Labour.

Melbourne, 23rd April, 1940.

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No. 132] FRIDAY, MAY 3. [1940

Factories and Shops Acts.

DETERMINATION OF THE SALTWORKERS 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 7th February, 1940, by the Saltworkers Board, and published in the *Government Gazette* on the 20th February, 1940, 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 trade of gathering, extracting, manufacturing or refining salt.

(1) The adjusted rates herein shall be paid as from the beginning of the first pay period commencing in May, 1940.

2 (*a*) WAGES.

(a) Apprentices or Improvers (Day Shifts).	Juvenile Workers (Day Shifts).	Other Employees (Day Shifts).		
MALES.	MALES.	MALES.		
Per Week of 44 Hours.	Per Week of 44 Hours.		Per Hour.	Per Week of 44 Hours.
s. d.	s. d.		s. d.	s. d.
14 years of age .. 19 6	14 years of age .. 19 6	Employed at any work, gathering, bagging, loading, or stacking salt in connexion with: (A) Salt lakes;		
15 " " .. 25 6	15 " " .. 25 6	(B) Salt production works:—		
16 " " .. 31 0	16 " " .. 31 0	Foreman—i.e., one who has the control of more than six men	2 $4^{1}/_{11}$	103 0
17 " " .. 40 0	17 " " .. 40 0	Leading Hand—i.e., one who has (even though he may be under the direction of a Foreman) the control of and is responsible for the work done by not less than three men	2 $2^{1}/_{22}$	95 6
18 " " .. 50 6	18 " " .. 50 6	Truckman or brakeman—		
19 " " .. 62 0	19 " " .. 62 0	(*a*) Power trucks	2 $1^{17}/_{22}$	94 6
20 " " .. 73 0	20 " " .. 73 0	(*b*) Horse trucks or wagons	2 $0^{9}/_{22}$	89 6
FEMALES.	FEMALES.	Employees in charge of movement of sea water and engaged in preparation of brine	2 $1^{5}/_{22}$	92 6
Per Week of 44 Hours.	Per Week of 44 Hours.	Thatcher of salt stacks	2 $1^{5}/_{22}$	92 6
16 years of age .. 17 6	16 years of age .. 17 6	Stack builder, where mechanical stackers are used ..	2 $1^{5}/_{22}$	92 6
17 " " .. 19 6	17 " " .. 19 6	All others	2 $0^{9}/_{22}$	89 6
18 " " .. 24 6	18 " " .. 24 6	*Shed and Factory Hands.*		
19 " " .. 30 0	19 " " .. 30 0	Persons employed treating, crushing, or refining salt:—		
20 " " .. 35 6	20 " " .. 35 6	Shed hand in charge of seven or more men	2 $3^{21}/_{22}$	102 6
PROPORTION (in any place).	*Definition.*—A juvenile worker is a person under 21 years of age employed at cleaning, branding, moving, weighing, sewing-up bags, or pressing salt.	Shed hand in charge of six or less men	2 $2^{1}/_{22}$	95 6
One apprentice to every three or fraction of three workers receiving not less than the minimum wage.		Shed hand who is required to stack	2 $0^{9}/_{22}$	89 6
One improver to each worker receiving not less than the minimum wage.		Shift Foreman—		
		In charge of a wet and dry plant	2 $6^{3}/_{22}$	110 6
		In charge of a dry plant	2 $3^{21}/_{22}$	102 6
		In charge of a wet plant	2 $3^{21}/_{22}$	102 6
		Millwrights	2 $3^{21}/_{22}$	102 6
		Hydro Operator	2 0	88 0
		All Others	1 $11^{13}/_{22}$	86 6
		FEMALES.		
		Per week of 44 hours	1 $1^{5}/_{22}$	48 6

(*b*) Employees on shifts commencing in the afternoon or at night shall receive the wages provided in sub-clause (*a*) with the addition of 5 per cent.

No. 132.—5547/40.

(3) Times of Beginning and Ending Work :—

(a) When day shift only is worked—

Time of Beginning.	Time of Ending.
7.30 A.M.	12 NOON Saturday.
7.30 A.M.	6 P.M. on the other working days of the week.

The abovementioned times of beginning and ending work may be varied on any job by mutual consent of the employer and a majority of the employees.

(b) Shift workers—

(i) *Where Two Shifts are Worked.*—An employer may require two shifts a day to be worked provided that the time of beginning the first shift shall be not earlier than 6 a.m. and that the time of ending the second shift shall be not later than 1 a.m. on the following morning, and also provided that the ordinary spread of hours of each shift shall not exceed eight hours.

(ii) Where three shifts are worked—

	Time of Beginning.	Time of Ending.
First shift	8 a.m	4 p.m.
Second shift	4 p.m.	12 midnight
Third shift	12 midnight	8 a.m.

(4) Hours for a Week's Work.—The hours for an ordinary week's work for all employees shall be 44 hours per week provided that the hours of shift workers may be varied by agreement between an employer and an employee so that 48 hours may be worked one week, and 40 hours during the succeeding week, which hours shall be the hours of duty.

(5) Overtime.—Except as provided in sub-clause (c) overtime shall be payable as follows :—

(a) Any employee who works in excess of the maximum number of hours fixed for a week's work shall be paid for such work at the rate of time and a half for the first four hours, and thereafter at the rate of double time.

(b) Any employee who works outside the hours fixed in clause (3) shall be paid for such work at the rate of time and a half for the first four hours and thereafter at the rate of double time.

(c) The overtime rate for shift workers shall not apply to arrangements between employees themselves or in cases due to rotation of shifts or when the relief does not come on duty at the proper time. Provided that where not less than eight hours' notice has been given to the employer by the employee that he will be absent from work, and the employee whom he should relieve is not relieved, such unrelieved employee shall be paid time and a half for all time of duty after he has finished his ordinary shift.

(6) Employee Reporting for Work and Not Allowed to Start.—An employee who reports for work and is not allowed to start shall be paid for two hours' work. Provided that this clause shall not operate if a stoppage of work has taken place through some cause over which the employer has no control.

(7) Employee Working in Wet Places.—Any employee who is required to work in water exceeding 4 inches in depth shall be provided with gum boots or shall receive an allowance of 1s. per day for each day he is so required to work.

(8) Holidays.—Employees shall be entitled to the following holidays without reduction of pay :—The days observed as New Year's Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day, and Boxing Day.

(9) Special Rate for Work done on Sundays and Holidays.—Double time shall be payable for all work done on Sundays or on any of the days mentioned in clause (8) except in the case of employees effecting repairs to or renewals to plant or machinery—which it is necessary to effect on Sundays or holidays to enable work to be safely resumed on Monday or the earliest working day—in which case payment shall be made at the rate of time and a half. This exception does not apply to the work of installing new machinery.

(10) Annual Leave.—An employee on completion of each twelve months' continuous service with an employer shall be entitled to six days' leave with full pay. Where an employee does not complete a term of twelve months' service he shall be entitled to leave with full pay as follows :—

After completing four months' continuous service—Two days' leave.

After completing each subsequent two months' continuous service—One day's leave.

(11) Mixed Duties.—An employee who is required to do work for which a higher rate is fixed than that provided for his ordinary duties shall if such work exceeds a total of two hours on any day be entitled to be paid for all work done on such day at the higher rate.

(12) Tools.—The employer shall provide an employee with all tools necessary for the work to be done.

(13) Payment of Wages.—Wages shall be paid during an employee's ordinary working hours, and such payment shall be made at least once in each fortnight.

(14) Crib Time.—An employee on shift work shall be allowed a crib time during each shift. For the purpose of administering this clause crib time shall be deemed to mean time taken for a meal at suitable opportunities in a shift so as not to interfere with an employee's duties.

(15) Right of Entry of Union Official.—Provided he reports to the works manager before so doing a duly accredited representative of the Australian Workers Union not more often than once a fortnight shall have the right to enter during the midday meal hour the portion of any employer's establishment in which any of the classes of labour covered by this Determination are employed for the purpose of interviewing employees on legitimate union business.

If any representative is unduly interfering or is creating disaffection amongst the employees or is offensive in his methods the employer may refuse the right of entry.

(16) Limitation of Work.—

(a) No employee under 18 years of age shall be required to wheel on a two-wheel truck a weight exceeding 2 cwt.

(b) No employee under 18 years of age shall be required to press salt into blocks exceeding 5 lb. in weight.

(17) Shelter Sheds.—Efficient shelter sheds shall be provided for all employees.

(18) Piecework.—The Board determines under the provisions of Section 150 of the *Factories and Shops Act* 1928 that any employer may fix and pay piecework prices to any person employed at any work for which the Board has fixed a minimum wage, provided that any such employer shall base such piecework prices on the earnings of an average worker working under like conditions, and such piecework prices shall be fixed so that an average worker can earn not less than the wages rates that are fixed by the Board for such work.

F. A. MARZORINI,
Secretary for Labour.

Melbourne, 23rd April, 1940.

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No. 133] **FRIDAY, MAY 3.** **[1940**

Factories and Shops Acts.

DETERMINATION OF THE LIMEBURNERS BOARD.

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

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 15th February, 1940, by the Limeburners Board, and published in the *Government Gazette* on the 4th March, 1940, hereby issue an adjusted Determination showing the adjusted wages rates to be paid to any persons employed in the process, trade or business of—(*a*) making lime, (*b*) pulverizing or bagging limestone.

(1) The adjusted rates herein shall be paid as from the 1st day in May, 1940.

(2)

Apprentices or Improvers. (Day Shift.)			Other Employees. (Day Shift.)		
Wages per Week of 44 Hours.			Wages per Week of 44 Hours.		
	s.	d.		s.	d.
16 years of age or under	32	0	Lime Burners or Feeders	90	0
17 years of age	37	6	Drawers	90	0
18 years of age	46	0	Crusher hands	85	6
19 years of age	57	0	Operator of a Mechanical Bagging Machine	90	0
20 years of age	80	0	Hydrator Attendant	99	6
PROPORTION (within any place).			Lime Screeners	88	6
One apprentice and one improver to every three or fraction of three workers receiving not less than 82s. 6d. per week of 44 hours.			Attendant on an Automatic Feeder	91	0
An indenture of apprenticeship prescribed by the Board was approved on 15th March, 1923.			All others	82	6

(3) EXTRA PAYMENT FOR EMPLOYEES ON AFTERNOON OR NIGHT SHIFT.—Employees on Afternoon or Night Shift shall receive the rates provided in Clause (2) plus 5%.

(4) SHIFTS.—That—

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

—		Time of beginning—	Time of ending—
		Where one Shift is Worked.	
Monday to Friday	(Day Shift)	8 a.m.	5 p.m.
Saturday	"	8 a.m.	12 noon
		Where two Shifts are worked.	
Monday to Saturday	(Day Shift)	7 a.m.	3 p.m.
" "	(Afternoon Shift)	3 p.m.	11 p.m.
		Where three Shifts are worked.	
Monday to Saturday	(Day Shift)	7 a.m.	3 p.m.
" "	(Afternoon Shift)	3 p.m.	11 p.m.
" "	(Night Shift)	11 p.m.	7 a.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.

(5) OVERTIME:—

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.

(6) TIME WAGES.—Any person employed on time wages for less than the number of hours provided for an ordinary week's work shall be paid, for each hour worked up to 22 hours, as follows:—

(a) in any week in which two or more public holidays occur ..	At the ordinary wages rate with an addition of sixty-six and two-thirds per centum
(b) in any other week	At the ordinary wages rate, with an addition of thirty-three and one-third per centum;

and for each hour worked beyond the 22 hours aforesaid shall be paid the ordinary wages rate up to but not exceeding ordinary wages rates for an ordinary week's work.

(7) SUNDAYS.—Time and a half shall be the special rate payable for all work done on Sundays.

(8) PUBLIC HOLIDAYS.—Double time shall be the special rate payable for all work done on Christmas Day, Boxing Day, New Year's Day, Australia Day, 21st April (Labour Day), Good Friday, Easter Monday, Anzac Day, and King's Birthday; 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

(9) CRIB TIME.—Time allowed as Crib time for employees on afternoon or night shift shall be deemed to be time worked.

(10) SICK LEAVE.—Where an employee is disabled by personal ill-health (not attributable to misconduct) proof of which sickness is given to the employer by medical certificate or other satisfactory evidence within 24 hours of the employee's consequential absence, he shall, on account thereof, be entitled without deduction of pay to absent himself from work one day in each two months, or for a proportionate aggregate in a longer period, but not exceeding six days in any year of employment.

(11) ANNUAL LEAVE.—Any employee who has been in the service of an employer for not less than twelve months shall be granted one week's holiday on full pay, and thereafter one week's holiday (with full pay) on each completed year of service, provided that for the purpose of administering this clause any service prior to the 27th October, 1939, shall not be taken into account.

F. A. MARZORINI,
Secretary for Labour.

Melbourne, 24th April, 1940.

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No. 134] FRIDAY, MAY 3. [1940

Factories and Shops Acts.

DETERMINATION OF THE ENGINEERS AND BRASSWORKERS (SKILLED) BOARD.

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

NOTES.—(A) This Determination applies to the whole of the State of Victoria.

(B) The following trades were proclaimed as apprenticeship trades under the *Apprenticeship Act* 1928, for the Metropolitan District:—

(1) On 5th March, 1930—
- (i) Motor mechanics.
- (ii) Motor cycle mechanics.

(2) On 1st April, 1936—

(*a*) Mechanical engineering:—
- (i) Patternmaking.
- (ii) Fitting and/or turning.
- (iii) Machinist.

(*b*) Brassfinishing (except the making of parts by specialized processes, and the assembling thereof).

(*c*) Smithing:—
- (i) Blacksmithing (engineering).
- (ii) Copper and/or brass smithing.

Full particulars of the apprenticeship regulations for these trades may be obtained on application to the Secretary, Apprenticeship Commission, Gisborne-street, Melbourne, C.2. (Price 3d.)

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 19th March, 1940, by the Engineers and Brassworkers (Skilled) Board, and published in the *Government Gazette* on the 5th April, 1940, hereby issue an adjusted Determination showing the adjusted wages rates to be paid to any *skilled* 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 of any electrical apparatus or machinery, or parts thereof;

(*b*) in the process, trade or business of a mechanical engineer, including—
- (1) a patternmaker,
- (2) an iron or brass turner,
- (3) a fitter,
- (4) a blacksmith,
- (5) a planer,
- (6) a slotter,
- (7) a borer,
- (8) a milling machiner;

(*c*) in the trade of a maker of scientific instruments, fire-proof 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, calculating machines, cash registers, duplicating machines and similar machines.

(1) The adjusted rates shown herein shall be paid as from the beginning of the first pay period to commence in May, 1940.

(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 Warrnambool and within Mildura and Gippsland Districts.	Other Parts of Victoria where this Determination Applies.
	£ s. d.	£ s. d.
Aero mechanic holding A and B certificates	6 2 0	5 19 0
Aero mechanic holding C and D certificates	5 12 0	5 9 0
Patternmaker	6 1 0	5 18 0
Toolmaker	5 18 0	5 15 0
Tradesman, the greater part of whose time is occupied in marking off	5 15 0	5 12 0
Tradesman in gun armament, instrument, and torpedo work	5 18 0	5 15 0
Tradesman, turbine-blade fitter	5 15 0	5 12 0
Tradesman	5 12 0	5 9 0
Motor mechanic	5 9 0	5 6 0
Motor tuner and tester	5 9 0	5 6 0
Motor cycle mechanic	5 9 0	5 6 0
Tradesman, wet-stone grinder and glazier	5 12 0	5 9 0
Tradesman, brassfinisher	5 12 0	5 9 0
First-class machinist	5 12 0	5 9 0
Second-class machinist	5 2 0	4 19 0
Third-class machinist	4 16 0	4 13 0
Process worker	4 10 0	4 7 0
Forger and/or faggoter	6 4 0	6 1 0
Toolsmith	5 15 0	5 12 0
Angle-iron smith	5 15 0	5 12 0
Annealer and/or case hardener	5 7 0	5 4 0
Coppersmith, brassmith, and other smiths	5 13 0	5 10 0
Blacksmith's machinist	4 16 0	4 13 0
Welder—		
First-class (other than when using Cutler machine)	5 15 0	5 12 0
First-class, using Cutler machine	5 4 0	5 1 0
Second-class	4 16 0	4 13 0
Third-class	4 12 0	4 9 0
Tack welder	4 14 0	4 11 0
Moulding and brass moulding—		
Jobbing moulder	5 12 0	5 9 0
Jobbing coremaker	5 12 0	5 9 0
Plate and machine moulder and/or coremaker—		
1st six months	4 11 0	4 8 0
2nd six months	4 14 0	4 11 0
3rd six months	4 17 0	4 14 0
After two years	5 2 0	4 19 0
Forge furnaceman	5 9 0	5 6 0
Cupola furnaceman	5 0 0	4 17 0
Electric furnaceman	4 19 0	4 16 0
All other furnacemen (not including man attending small rivet heating, bolt heating, or similar type of fires)	4 17 0	4 14 0
Brass polisher	4 18 0	4 15 0
Casting dresser (brass)	4 13 0	4 10 0
(*b*) *Window-frame Making.*		
Tradesman	5 12 0	5 9 0
Assembler and fitter (not coming within the definition of tradesman)	5 0 0	4 17 0
Machinist (not a process worker)	4 16 0	4 13 0
Process worker	4 10 0	4 7 0
(*c*) *Making or Repairing Typewriters, Book-keeping Machines, Adding Machines, Calculating Machines, Cash Registers, Duplicating Machines and Similar Machines.*		
Adding, calculating and book-keeping machine mechanic	5 13 0	5 10 0
Cash register mechanic	5 13 0	5 10 0
Tradesman	5 12 0	5 9 0
First-class mechanic	5 7 0	5 4 0
Second-class mechanic	5 4 0	5 1 0
Process worker	4 10 0	4 7 0

NOTE.—Persons engaged on ship repairs shall be paid the following amounts in addition to the rates specified in clause 2 :—

	s. d.	
Tradesmen	3 0	per week.
All other labour	2 0	"

APPRENTICESHIP.

3. (1) Minors shall not be engaged in the following occupations except under contracts of apprenticeship :—

(*a*) Mechanical engineering, i.e., one or more of the following :—

(i) Pattern-making.
(ii) Fitting and turning.
(iii) First and second-class machinist.
(iv) First-class welding.

(*b*) Locksmithing—the making and/or repairing of locks, including those of safes and strongroom doors, but not including the making of parts by specialized processes and the assembling thereof.

(*c*) Motor mechanic.

(*d*) Safe and strongroom making.

(e) Scale-making (except the making of parts by specialized processes and the assembling thereof).
(f) Brassfinishing (except the making of parts by specialized processes and the assembling thereof).
(g) Window-frame fitting.
(h) Smithing—
(i) Blacksmithing.
(ii) Copper and/or brass smithing.
(i) Moulding—one or more of the following :—
(i) Jobbing, moulding and core making
(ii) Jobbing, brass moulding and core making.

(2) The proportion of apprentices who may be taken by any employer shall be as follows :—
Mechanical engineering—one apprentice for every three, or fraction of three, tradesmen.
Locksmithing—one apprentice for every three, or fraction of three, tradesmen.
Motor mechanic—one apprentice for every two, or fraction of two, tradesmen.
Safe and strongroom making—one apprentice for every three, or fraction of three, tradesmen.
Scalemaking—one apprentice for every three, or fraction of three, tradesmen.
Smithing—one apprentice for every three, or fraction of three, tradesmen.
Moulding—one apprentice for every two, or fraction of two, tradesmen.
Brass polishing—one apprentice for every three, or fraction of three, tradesmen.
Adding machine, calculating machine, book-keeping machine, cash register, or first-class mechanic—one apprentice to every three or fraction of three adults receiving not less than 107s. per week.

For the purpose of ascertaining the number of apprentices, the number of tradesmen shall be deemed to be the average number working during the immediately preceding six months, and in ascertaining such proportion, an employer actually working in any workshop shall be deemed to be a tradesman.

(3) The periods of apprenticeship shall be as follow :—
For the trades included in sub-clauses (a), (b), (c), (h) and (i) of this clause : If the apprentice when articled is under the age of 17, 5 years ; if over the age of 17, 4 or 5 years, at the option of the contracting parties.
For the trades included in sub-clauses (d), (e), (f) and (g) of this clause, 4 or 5 years, at the option of the contracting parties.

(4) An employer especially qualified to teach apprentices may, with the consent of the Secretary for Labour, on the recommendation of the Wages Board, employ a greater proportion of apprentices to tradesmen than hereinbefore specified.

(5) Minors may be taken on probation for three months, and if apprenticed, such three months shall count as part of their period of apprenticeship.

(6) Until further order any contract of apprenticeship hereafter made may contain the following provision :—
If through lack of orders, or through financial difficulties, the employer is unable at any time to find employment for an apprentice and if a transfer to another employer cannot be arranged, the obligations and duties imposed by the indenture may with the concurrence of the apprentice and his guardian be suspended for a period agreed upon, or if no such agreement is arrived at may be cancelled by the employer. The onus of proof of circumstances justifying such cancellation shall be on the employer.

This provision shall also be deemed to be included in contracts of apprenticeship entered into after the 25th day of March, 1930.

Wages.

(7) Five-year terms—

	Per Week of 44 hours. s.	d.
1st year	15	0
2nd year	21	6
3rd year	36	6
4th year	59	6
5th year	74	6

Four-year terms—when the apprentice enters or has entered his apprenticeship after reaching the age of 17 years—

	s.	d.
1st year	18	0
2nd year	35	6
3rd year	59	6
4th year	74	6

The sum of 2s. 6d. shall be added to the above rates where the apprentice is in the trade of pattern making.

Four-year terms—entered into irrespective of age in occupations set out in (d), (e), (f) and (g) of this clause—

	s.	d.
1st year	16	0
2nd year	22	0
3rd year	42	3
4th year	53	9

Notwithstanding anything elsewhere in this Determination contained, where an apprentice is under the age of 21 years on the expiry of his apprenticeship, he shall be paid four-fifths of the tradesman's time wage until reaching the age of 21 years.

(8) All wages shall be paid without deduction for specified holidays or for unavoidable absences through sickness certified as in clause 14 (a) to the number of 4 days per annum.

(9) The ordinary hours of employment of apprentices shall be the same in each workshop as those of journeymen.

(10) An apprentice under the age of 18 years shall not be liable to work overtime unless he so desires.

(11) An apprentice shall not work under any system of payment by results.

(12) Any apprentice who cannot complete his full term of apprenticeship before reaching his twenty-second birthday may, by agreement with his master, serve as an apprentice until he reaches the age of 23 years.

(13) The apprentice at the end of the calendar period of any year in which he has actually given service to the master upon less than the ordinary working days prescribed in the Determination for the trade, or in which he has unlawfully absented himself without the master's consent, shall, for every day short of the said number of working days, and for every day of such absence, serve one day, and the calendar period of the succeeding year of his service shall not be deemed to begin until the said additional day or days shall have been served.

(14) An employer shall not, either directly or indirectly, or by any pretence or device receive from any person or require or permit any person to pay or give any consideration in the nature of a premium or bonus for the taking or binding of any probationer or apprentice.

(15) Apprentices attending technical colleges or schools and presenting reports of satisfactory conduct shall be reimbursed all fees paid by them.

(16) A person who is for a term not exceeding two years taking practical training in a workshop in continuance of a course of training for professional work shall not be taken into account in calculating the proportion of apprentices to journeymen.

IMPROVERS.

4. Employed at brass polishing or in the making or repairing of typewriters, book-keeping machines, adding machines, calculating machines, cash registers, duplicating machines and similar machines.

Wages.	Per Week of 44 hours. s. d.
1st year	15 0
2nd year	21 6
3rd year	36 6
4th year	59 6
5th year	74 6

Notwithstanding anything elsewhere in this determination contained, where an improver is under the age of 21 years after completion of five years at the trade of making or repairing typewriters, book-keeping machines, adding machines, calculating machines, cash registers, duplicating machines and similar machines, he shall be paid four-fifths of the second-class mechanic's time wage until reaching the age of 21 years.

Proportion of Improvers.—In the making or repairing of typewriters, book-keeping machines, adding machines, calculating machines, cash registers, duplicating machines, and similar machines—One improver to every two or fraction of two workers receiving not less than 90s. per week.

Brass polishing.—One improver to every two or fraction of two brass polishers receiving not less than the minimum wage.

FEMALE AND UNAPPRENTICED JUNIOR LABOUR.

5. (*a*) No junior other than an apprentice or an improver shall be employed at brass polishing or in assembling, making, or repairing typewriters, book-keeping machines, adding machines, calculating machines, cash registers, duplicating machines and similar machines.

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

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

—	Weekly Hiring. s. d.	Hourly Hiring s. d.
If of less than 12 months' experience	50 9	53 11
If of 12 months' or more experience	57 9	61 4

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

—	Weekly Hiring. s. d.	Hourly Hiring. s. d.
1st year's experience	14 0	15 0
2nd year's experience	18 9	20 1
3rd year's experience	29 9	31 8
4th year's experience	37 6	39 11
5th year's experience	43 0	45 9
Thereafter until reaching 21 years of age	48 0	51 0

(*d*) 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 in nut, bolt and spike manufacturing, at the following weekly rates of wages :—

—	Weekly Hiring. s. d.	Hourly Hiring. s. d.
1st year's experience	15 6	16 8
2nd year's experience	23 9	25 3
3rd year's experience	32 9	34 10
4th year's experience	44 3	47 1
5th year's experience	56 3	59 10
6th year's experience	65 3	69 5
7th year's experience	69 3	73 8

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.

(*e*) 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 :—

—	Weekly Hiring. s. d.	Hourly Hiring. s. d.
Under 16 years of age	17 0	18 3
16 and under 17 years of age	26 9	28 5
17 and under 18 years of age	47 0	50 0
18 and under 19 years of age	59 6	63 3
19 and under 21 years of age	71 6	76 0

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.

6. 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 forgers and forge furnacemen shall be five shifts per week of 9½ 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.

7. (*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 oneday; 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 eight hours' notice has been given to the employer by the employee that he will be absent from work, and the employee whom he should relieve is not relieved, such unrelieved employee shall be paid time and a half for all time of duty after he has finished his ordinary shift.

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

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

Shift Work in other than Continuous Work.

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

(*h*) 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 7½ 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 7½ 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 night shifts only they shall change over week and week about, and shall be paid 10 per cent. above ordinary rates for both shifts.

Where men 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.

8. 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.

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

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

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

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

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

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

SPECIAL CONDITIONS APPLICABLE TO EMPLOYMENT IN UNDERTAKINGS RESPONSIBLE FOR THE INSTALLATION, MAINTENANCE, AND SUPPLY OF ELECTRIC LIGHT AND POWER.

10. The following special conditions shall apply to all employees employed in undertakings concerned in the installation, maintenance, and supply of electric light and power :—

(a) (in lieu of clause 6 "Hours of Employment" of this Determination)—

The hours of employment, except of employees who were working 44 hours on this date shall be 48 per week to be worked (with the exception of shift workers and patrolmen) in five and a half days consecutively between 6 a.m. and 6 p.m., but this spread of hours may be altered by mutual agreement between an employer and his employees. Patrolmen, subject to continuance of existing conditions, shall work at such hours as the employer may direct.

(b) (in lieu of clause 7 "Shift Work" of this Determination)—

(i) Employees working in continuous work shall work such shifts as may be required.

(ii) A shift shall consist of 8 hours inclusive of such time as by mutual arrangement may be taken for meal breaks. By agreement with his employees an employer may allow a fixed meal hour for each shift without payment for such break. Employees engaged on continuous work on afternoon and night shifts shall be paid 5 per cent. extra for such shifts and all employees working on any Sunday or holiday shift shall be paid time and a half for such shifts.

(iii) Employees not engaged in a continuous work working on afternoon or night shift which does not continue for more than three successive nights shall be paid for such shifts at the overtime rates prescribed in this clause.

(iv) Shift workers shall be paid at the rate of time and a half for all time worked in excess of shift hours, except when such overtime is due to arrangement between the employees themselves, or is necessary in effecting periodical rotation of shifts, or is owing to the failure of a shiftman, who should relieve, to present himself for duty at the appointed time, in which cases ordinary time only shall be paid.

(v) All prevailing customs for holidays and annual leave of absence for shift workers, shall continue.

(c) The following sub-clause is added to clause 9 :—

Employees effecting repairs to and engaged in the maintenance necessary for continuity of supply of electric light and of power plant and equipment shall be paid for all such overtime at the rate of time and a half.

(d) In lieu of clause 9 (c)—

An employee recalled after leaving work to work overtime shall be paid for a minimum of one hour's work at the appropriate rate.

(e) Clause 9 (f) and 9 (i) shall not be applicable to employees mentioned in this clause.

(f) If an employee works 8 hours on a Sunday he shall be given a day off duty during the following week, but payment shall not be made for such day off duty. If, in case of emergency, the employee cannot be granted such day off he shall be paid for any such day (which would have been his rest day) at the rate of time and a half for the hours worked on that day.

HOLIDAYS AND SUNDAY WORK.

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

Exceptions.

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

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

Provided that employees engaged in repairs to or renewals of their employer's plant and machinery necessary for resumption of work the next following working day 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.

PIECEWORK RATES.

12. 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 5s. 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 all necessary tools, including micrometer, where used, but excluding other measuring or precision tools less than 13″. The employee shall replace or pay for any tools so provided if lost through his negligence.

(*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.

(*c*) Suitable asbestos sheet and coloured glasses shall be provided by employers for the protection of electric arc and oxy-acetylene operators and their assistants, and suitable mica or other goggles for emery-wheel operators.

(*d*) Patternmakers at the conclusion of their employment shall be allowed one hour for grinding tools.

(*e*) Suitable canvas or leather gloves shall be provided by employers for the operators of pneumatic tools and/or punch and shearing machines.

(*f*) All ladles of a holding capacity of 15 cwt. or more shall be fitted with safety-work gear or an equivalent safety fitting.

(*g*) Not more than ¾ cwt. of molten metal per man shall be placed in ladles carried by hand.

(*h*) Where molten metal is carried by hand a clear passageway not less than 2 feet wide shall be made.

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 of 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*) Patternmaker in lignum vitae outside the workshop and fitting to stern bushes, 3d. per hour extra.

(*i*) Tradesmen and/or welders employed in large operating power-houses, i.e., power-houses developing more than 8,000 kilowatts, other than those not on the regular staff, engaged on new construction shall be paid 6s. per week extra ; such amount shall be deemed to include all special rates provided in this clause except in sub-clause (*a*).

(*j*) 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.

(*k*) Except when dismissed for misconduct or when leaving of his own accord, a patternmaker employed for less than three weeks at a workshop or job shall, to the extent of 6s. be reimbursed by his employer any expense incurred in the carting of tools.

(*l*) 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.

(*m*) The rate for forger and/or faggoter set out herein and the rate for forge furnacemen shall be for a 44-hour week. The hourly rate shall be ascertained by dividing the respective weekly rate as adjusted by 44.

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, or 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.

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 electrical machinery and apparatus and of locks, scales, window frames, and other metallic articles.

"Process worker" means an employee engaged on—

(1) Repetition work on any automatic, semi-automatic, or single purpose machine or any machine fitted with jigs, gauges, or other tools rendering operations mechanical (and in connexion with which he is not responsible for the setting up of the machine nor for the dimensions of the products other than by checking with gauges which gauges shall be either unadjustable or, if adjustable, shall not be set by the operator) or

(2) in the assembling of parts of mechanical appliances or other metallic articles so made, in which no fitting or adjustment requiring skill is required, or

(3) in specialized processes—not requiring the use of hand tools (except hammers, screw drivers, or spanners) in or in connexion with manufacturing, or

(4) in the assembling of typewriters, and/or book-keeping, and/or adding, and/or calculating, and/or duplicating machines, for the first time in Australia, but does not include tuning, and/or testing, and/or adjustment of such machines.

"Cash Register Mechanic" means an adult employee repairing and adjusting multiple total itemizing machines.

"First Class Mechanic" means an adult employee who fits, repairs, maintains, and/or services wholly or in part any typewriter and/or duplicating machine and/or cash registers, other than those mentioned in the preceding definition.

"Second Class Mechanic" means an adult employee who adjusts or aligns machines for the first time in Australia.

"Tradesman in making or repairing typewriters, bookkeeping, adding, calculating, or duplicating machines," means an adult employee who makes parts.

"Tradesman" means an adult workman who, in the course of his employment, works from drawings or prints required to be scaled, and/or measured from drawings or prints, or makes precision measurements, or applies general trade experience, and includes locksmith and first-class machinist.

"Precision measurements" means measurements of a finer accuracy than is possible with the naked eye from caliper, measuring scale, or rule.

"Tradesman in gun armament, instrument, and torpedo work" means a tradesman who is required to lay out and repair or make naval gun optical instrument or torpedo mechanisms, and includes a tradesman engaged dismantling, assembling, and rating torpedoes, also tradesmen engaged dismantling, assembling, and fitting in turrets of actual parts of gun mountings and guns.

"Patternmaker" means a tradesman engaged in the making of patterns in wood.

"Toolmaker" means a tradesman making and/or repairing any precision tool, gauge, die, or mould to be affixed to any machine, who designs or lays out his work and is responsible for its proper completion.

"First-class machinist" means a tradesman who is partly or wholly engaged in setting up and operating the following machines:—Lathe, boring machine, milling machine, planing machine, shaping machine, slotting machine and grinding machine.

"Second-class machinist" means an adult not engaged as a tradesman and who is not required to work from drawings or prints required to be scaled and/or measured from drawings or prints or to make precision measurements, but who is engaged in operating or in the setting up and operating of machines enumerated in the definition of "First-class machinist"; or who is engaged operating a key-seating machine, or a second-class brass finisher or as a pipe fitter on low pressure work.

"Third-class machinist" means a machinist, not being a process worker, who operates any machine set up by a tradesman or any machine the setting up of which does not require the knowledge or skill of a second-class machinist.

"Window-frame making" means the making in quantities of metal window frames, metal doors, and grilles, and metal ornamentations used in buildings.

"Motor mechanic" means an adult employee engaged in making, repairing, altering, assembling (except for the first time in Australia) or testing the metal parts (including electric) of the engines of motor cars, motor cycles, or other motor vehicles.

"Locksmith" means a tradesman engaged in the making (except in quantities by manufacturing methods) and/or repairing of locks and the mechanism of safe and strong-room doors.

"First-class welder" means an adult employee using electric arc or acetylene blowpipe or coal gas cutting plant on work other than filling castings, cutting scrap metal, using jigs or doing work covered by definitions of second and third-class welder, and includes re-welding by hand processes.

"Second-class welder" means an adult employee not required to do first-class welding, but engaged in filling castings or in manufacturing of sheet metal goods or welding with the aid of jigs, or re-welding except by hand processes, or operating automatic welding machines for the setting up of which he is not responsible.

"Third-class welder" means an adult employee using electric spot or butt welding machine, or cutting scrap with oxy-acetylene blowpipe.

"Other smiths" includes ajax forger, blacksmith bulldozer, Bradley hammer smith, drop-hammer smith, chain smith, engine smith, general smith, motor smith, oliver smith, ship smith, spring smith, rolling-stock smith, and wheelwright smith.

"Jobbing moulder" means a metal moulder engaged in floor moulding, loam moulding, strickle moulding, or moulding from loose patterns, and/or finishing off bath moulds made by a machine process.

"Jobbing coremaker" means a moulder engaged in making cores for metal moulds by the use of loam or strickle boards, or by loose boxes, other than loose boxes used for repetition production of cores requiring little or no skill to produce.

"Plate and machine moulder" means an adult employee engaged in moulding on the plate system or by machines where the pattern is either a fixture to the plate or the spray system is used.

"Machine coremaker" means an adult employee making cores by machines where the core box is a fixture to or part of such machine, or making repetition cores requiring little or no skill to produce.

"Furnaceman" means an employee in charge of a furnace used for smelting metals or ores, case hardening and/or annealing furnaces, and such heating furnaces where the weight of individual pieces of material is 5 cwt. or more or the area of the material exceeds 4 square feet.

"Year" means each period of 365 consecutive days, starting from the 15th day of May, 1935.

"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 place" means a working place the dimensions of which necessitate an employee working in a stooped or otherwise cramped position, or without proper ventilation, or where confinement within a limited space is productive of unusual discomfort.

"Ship repairs" means (a) all repair work done on ships, (b) all work other than the making of spare parts and stores done in a workshop used for ship repairs only, (c) work done in a workshop used for both ship repairing, general engineering metal moulding, steel construction, and other heavy metal fabrication on which employees are engaged both on the ship and in the workshop.

Special Exemptions.

21. (a) *Motor Body Building.*—Employers engaged in motor body building and the assembling of motor chasses shall be exempt from this Determination as to the making of motor bodies and the assembling of chasses.

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

F. A. MARZORINI,
Secretary for Labour.

Melbourne, 18th April, 1940.

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VICTORIA

GOVERNMENT GAZETTE.

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No. 135] FRIDAY, MAY 3. [1940

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 1st February, 1940, by the Cordage Board, and published in the *Government Gazette* on the 15th February, 1940, 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 May, 1940.

(2) JUNIORS.

—	Wages per Week of 44 Hours.	—	Wages per Week of 44 Hours. Males.	Wages per Week of 44 Hours. Females.
Hard Fibre Department.		*Other Junior Workers.*		
Males.	s. d.		s. d.	s. d.
Hand reelers	56 9	Under 16 years of age	17 3	16 3
Attendants to rope house machine—for under 2 inch circumference	49 6	From 16 to 17 years of age	23 3	20 9
Lappers of clothes lines	48 6	" 17 to 18 " "	28 3	24 9
Persons balling lashing	39 0	" 18 to 19 " "	33 6	28 9
Persons balling binder twine	35 6	" 19 to 20 " "	42 0	34 0
Females.		" 20 to 21 " "	52 9	37 0
Balling binder twine	48 3			
Balling lashing	48 3			
Bagging binder twine	47 3			
All others	44 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.

No. 135.—5452/40.

—	Wages per Week of 44 Hours. s.	d.
(a) Adult Males.		
First rope layer on heavy type 12 strand machine	104	0
Rope layer on heavy type 9 strand machine	99	0
Foreman in charge of spinning and preparing departments	100	0
Other rope layers in walk with travellers	95	0
Rope splicer on driving ropes and springs	94	0
Storeman in charge	92	0
Packer working press (hand or power), pressing over 28 lb. in weight	90	0
Rope house machinist making 2 inch up to and including 4 inch	90	0
Rope house machinist making over 4 inch	93	0
Power reeler or finisher in connexion with heavy type 12 strand machine	90	0
Feeder of 1st spreader	88	0
Traveller driver on heavy type 12 strand machine	88	0
Damp mixer or batcher	87	0
Feeder of softeners or batchers	87	0
Rope and binder twine packer	87	0
Winder and warper in tarring department	88	0
Winding, oiling, and tarring yarn	88	0
Oiler and/or belt repairer	88	0
Maker of rope fenders	88	0
Maker of pig nets	87	0
Power reeler or finisher in walk	87	0
Other traveller drivers (except on light travellers for cords and lines not exceeding 1½ inches in circumference)	85	0
Opening manila hemp	85	0
Scutcher	85	0
Lumping, loading or unloading hemp, flax, or twine in store or factory	85	0
Feeder of tow breaker card	85	0
Lumping hemp, flax, or binder twine on wharf	88	0
Packing and balling shop twine	87	0
Mat finisher	87	0
Layer of lines or cords in walk	91	0
Twister or layer of yarn in walk	87	0
Maker of fishing lines	87	0
Hand reelers	85	0
Matting weavers	87	0
All other machine operators or employees feeding or taking from machines	85	0
All others	82	0
(b) Adult Females.		
Hard Fibre Department.		
Balling binder twine	48	3
Balling lashing	48	3
Bagging binder twine	47	3
All others	44	3
Soft Fibre Department.		
Feeding breaker card with clock	48	3
Feeding spreaders	47	3
Feeding finisher cards (hemp)	47	3
Spinning	48	3
Wet spinning	49	3
All other machine operators and employees feeding or taking from machines	47	3
All others	44	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 Workers' 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 Saturday, Easter Monday, 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, 18th April, 1940.

By Authority: T. RIDER, Government Printer, Melbourne.