



# VICTORIA GOVERNMENT GAZETTE.

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[1940

Factories and Shops Acts.

## DETERMINATION OF THE ENGINEERS AND BRASSWORKERS (UNSKILLED) BOARD.

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

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which now has the power to "determine the lowest prices or rates which may be paid to—

(1) any unskilled persons employed—

- (a) in the process, trade, or business of a brassfounder or brassfinisher, or in the process, trade, or business of a brassfounder or brassfinisher 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, fireproof safes, strongroom doors, safe locks (four or more levers), or locks of the same quality;
- (d) in performing any engineering fitting or engineering machining work not already under the jurisdiction of the Board;
- (e) in preparing iron or steel material for reinforcing concrete for building or other purposes;
- (f) in the occupation of a coppersmith, but not including any person or classes of persons subject either to the Determination of the Tinsmiths Board or to the Determination of the Plumbers Board;
- (g) in the trade of moulding, casting, dressing, fitting, or machining any articles made of cast aluminium or from aluminium alloys;
- (h) in the trade of fitting or machining any articles made from sheet aluminium or from aluminium alloy sheets heavier in either case than 10 gauge;
- (i) in the process, trade, or business of making or repairing typewriters, bookkeeping machines, adding machines, calculating machines, cash registers, duplicating machines, and similar machines.

(2) any person employed in the process, trade, or business of producing rods, bars, sections, angles, sheets, strips, or ingots from brass, copper, or other non-ferrous metals;"

has made the following Determination, namely—

(1) That, on the 8th August, 1940, the adjusted Determination which came into force as from the beginning of the first pay period to commence in May, 1940, shall be revoked and replaced by this Determination.

(2)

Adults.	Wages per Week of 44 Hours.	
	Within a Radius of 20 Miles of G.P.O., Melbourne, 10 Miles of G.P.O., Geelong, at Warrnambool, and within Mildura and Gippsland Districts.	Other Parts of Victoria where this Determination Applies.
(a)	£ s. d.	£ s. d.
Blacksmith's striker .. .. .	4 13 0	4 10 0
Blacksmith's striker on double fires and other assistant .. .. .	4 15 0	4 12 0
Man attending small rivet heating, bolt heating, or similar type of fires .. .. .	4 15 0	4 12 0
Men engaged in the erection of block and tackle gear .. .. .	4 15 0	4 12 0
Hammer drivers .. .. .	4 15 0	4 12 0
Forger's assistant .. .. .	4 15 0	4 12 0
Motor car chassis assembler (other than assembler of engines) .. .. .	4 15 0	4 12 0
Belt repairers .. .. .	4 13 0	4 10 0
Overhead oilers .. .. .	4 13 0	4 10 0
Laggers .. .. .	4 13 0	4 10 0
All workmen engaged directly assisting workmen whose margins above the basic wage are 14s. or more .. .. .	4 13 0	4 10 0
Persons working with hammer 14 lb. weight or over—		
On repair work .. .. .	5 3 3	5 0 3
On other work .. .. .	4 15 3	4 12 3
Persons working on ship or steamer under construction or repair .. .. .	5 2 0	4 19 0

Adults.	Wages per Week of 44 Hours.	
	Within a Radius of 20 Miles of G.P.O., Melbourne, 10 Miles of G.P.O., Geelong, at Warrnambool, and within Mildura and Gippsland Districts.	Other Parts of Victoria where this Determination applies.
	£ s. d.	£ s. d.
Dresser, Fettler, and Grinder .. .. .	4 15 0	4 12 0
Forge assistants, i.e., under hand, hammer driver and crane man, employed on work 10 cwt. or over .. .. .	4 17 0	4 14 0
Heaters, and persons engaged cutting off in connexion with the manufacture of bolts and nuts by machinery .. .. .	4 13 0	4 10 0
Persons employed in preparing iron or steel material for reinforcing concrete for building or other purposes—		
On bending and cutting machines .. .. .	4 15 0	4 12 0
On bending and cutting machines (assistants) .. .. .	4 12 0	4 9 0
On steel fabric machines .. .. .	4 15 0	4 12 0
On steel fabric machines (assistants) .. .. .	4 10 0	4 7 0
Assemblers (leading hand) .. .. .	4 15 0	4 12 0
Assemblers (assistants) .. .. .	4 10 0	4 7 0
All others .. .. .	4 4 0	4 1 0
(b)		
Producing rods, bars, sections, angles, sheets, strips, or ingots from brass, copper, or other non-ferrous metals.		
Press Operator .. .. .	4 18 0	4 15 0
Die Attendant .. .. .	4 18 0	4 15 0
Hexagon Straightener .. .. .	4 16 0	4 13 0
Draw Bench operator .. .. .	4 12 0	4 9 0
Pickler .. .. .	4 12 0	4 9 0
Other machine operator .. .. .	4 12 0	4 9 0
Hand straightener .. .. .	4 10 0	4 7 0
Pointer .. .. .	4 9 0	4 6 0
Die striker .. .. .	4 8 0	4 5 0
All others .. .. .	4 4 0	4 1 0

## FEMALE AND UNAPPRENTICED JUNIOR LABOUR.

(3) (a) Adult female labour may be employed in the manufacturing and assembling of small parts of electrical and other machines and appliances, and in core-making, in which females were employed on 16th May, 1935.

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

	Weekly Hiring.	Hourly Hiring.
	s. d.	s. d.
If of less than 12 months' experience .. .. .	52 0	55 2
If of 12 months' or more experience .. .. .	59 3	62 10

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

	Weekly Hiring.	Hourly Hiring.
	s. d.	s. d.
1st year's experience .. .. .	14 0	15 0
2nd year's experience .. .. .	18 9	20 1
3rd year's experience .. .. .	30 6	32 5
4th year's experience .. .. .	38 6	40 11
5th year's experience .. .. .	44 0	46 9
Thereafter until reaching 21 years of age .. .. .	49 3	52 3

(c) Unapprenticed male juniors may be employed in or in connexion with manufacturing (as defined in clause 18 of this Determination) in all occupations, including as to core-making, employment upon all classes of work which before the making of this Determination could be done by female employees under this Determination for which apprenticeship is not provided by the Determination, except also in nut, bolt and spike manufacturing, at the following weekly rates of wages :—

	Weekly Hiring.	Hourly Hiring.
	s. d.	s. d.
1st year's experience .. .. .	15 6	16 8
2nd year's experience .. .. .	24 6	26 0
3rd year's experience .. .. .	33 6	35 7
4th year's experience .. .. .	45 3	48 1
5th year's experience .. .. .	57 9	61 4
6th year's experience .. .. .	67 0	71 2
7th year's experience .. .. .	71 3	75 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.

(d) Unapprenticed male juniors may be employed (other than in manufacturing as defined in clause 18) 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.	Hourly Hiring.
	<i>s. d.</i>	<i>s. d.</i>
Under 16 years of age .. .. .	17 0	18 3
16 and under 17 years of age .. .. .	27 3	28 11
17 and under 18 years of age .. .. .	48 3	51 3
18 and under 19 years of age .. .. .	61 0	64 9
19 and under 21 years of age .. .. .	73 6	78 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.

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

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

#### Exceptions.

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

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

#### SHIFT WORK.

##### Continuous Work Shifts.

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

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

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

- (i) 8 in any one day; nor
- (ii) 48 in any one week; nor
- (iii) an average of 44 per week during the period of employment upon such shifts; nor
- (iv) such average reduced to 43 hours 5 minutes if such shifts include Sunday shifts; nor
- (v) a total of 176 hours during any four weeks of the period of employment upon such shifts; nor
- (vi) such total reduced to 172 hours 20 minutes during any such four weeks if such shifts include Sunday shifts.

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

(d) For all time of duty outside the limits of the ordinary hours prescribed in sub-clause (c) hereof, an employee on continuous work shift shall be paid at double rates. But this shall not apply to arrangements between employees themselves or in cases due to rotation of shift, or when the relief does not come on duty at the proper time: Provided that where not less than 8 hours' notice has been given to the employer by the employee that he will be absent from work, and the employee whom he should relieve is not relieved, such unrelieved employee shall be paid time and a half for all time of duty after he has finished his ordinary shift.

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

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

##### Shift Work in other than Continuous Work.

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

(h) Except as hereinafter provided for any afternoon or night shift which has been in operation for five nights or more and less than one month 10 per cent. more than ordinary rates shall be paid and after such shifts have continued for more than one month  $7\frac{1}{2}$  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  $7\frac{1}{2}$  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.

(6) 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.

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

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

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

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

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

(f) Employees shall not work overtime while competent labour is available.

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

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

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

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

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

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

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

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

## HOLIDAYS AND SUNDAY WORK.

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

## Exceptions.

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

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

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

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

## PIECE-WORK RATES.

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

## EXTRA RATES NOT CUMULATIVE.

(10) Extra rates in this Determination, including rates prescribed in clause 15, are not cumulative so as to exceed the maximum or double the ordinary rates.

## PAYMENT OF WAGES.

(11) (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.

(12) (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.

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

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

## TIME AND WAGES BOOK.

(14) 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.

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

- (a) Leading hands in charge of not less than 3 and not more than 10 employees, including apprentices, 6s. per week extra ; more than 10 and not more than 20, including apprentices, 12s. per week extra ; more than 20, including apprentices, 18s. per week extra.
- (b) Working in wet places—1½d. per hour extra.  
Working in confined spaces—3d. per hour extra.  
Working in ship's bilges or in boiling-down works, lead works, sanitary works or slaughter-yards—1d. per hour extra.
- (c) Working for more than one hour in the shade in places where the temperature is raised by artificial means to between 115 and 130 degrees Fahr., 1½d. per hour extra ; in places where the temperature exceeds 130 degrees Fahr., 3d. per hour extra. Where work continues for more than 2 hours in temperatures exceeding 130 degrees Fahr., employees shall also be entitled to 20 minutes rest after every 2 hours work without deduction of pay. The temperature shall be decided by the foreman of the work after consultation with the employees who claim the extra rate.
- (d) Working for more than one hour in places where the temperature is reduced by artificial means below zero, 1½d. per hour extra. Where the work continues for more than two hours employees shall be entitled to a rest period of twenty minutes every two hours without loss of pay.
- (e) Working on repairs to smoke-boxes or fire-boxes of locomotives or on repairs to the smoke-box, up-take, funnel, flue, furnace or combustion chamber of marine type boilers or on repairs to smoke boxes, fire-boxes, furnace or flues or other types of boilers, 1d. per hour extra.
- (f) Working on repairs in oil tanks or meat digestors, 1½d. per hour extra.
- (g) Dirty work, i.e., work which a foreman and workman shall agree is of an unusually dirty or offensive nature, 1½d. per hour extra.
- (h) Compensation to the extent of damage sustained shall be made for work in which clothing or tools are damaged or destroyed by the use of acids.
- (i) Where more than one of the disabilities entitling a workman to extra rates exist on the same job the employer shall be bound to pay only one rate, namely, the highest for the disabilities so prevailing.

## TRAVELLING TIME, ALLOWANCE AND BOARD.

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

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

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

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

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

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

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

## RIGHT OF ENTRY OF UNION OFFICIALS

(17) A duly accredited representative of the Federated Ironworkers Association of Australia not more than once a week shall have the right to enter the portion of any employer's establishment in which any of the classes of labour covered by this Determination are employed during the midday meal hour for the purpose of interviewing employees on legitimate union business.

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

## GENERAL DEFINITIONS.

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

- "Manufacture and/or manufacturing" means the making and assembling in quantities of interchangeable or standardized parts used in or in connexion with machinery and mechanical apparatus and of locks, scales, and other metallic articles.
- "Continuous process" means a process in which work is carried on, except for breakdowns, with successive shifts of men throughout the days and nights for at least six days in each week.
- "Year" means 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 space" means a working place, the dimensions of which necessitate an employee working in a stooped or otherwise cramped position, or without proper ventilation, or where confinement within a limited space is productive of unusual discomfort.

## SPECIAL EXEMPTION.

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

## PERIODICAL ADJUSTMENT OF WAGES.

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

The basic wage rates shown hereunder shall be adjusted as prescribed in clause (21).

## Basic Wage.

Place.	Basic Wage.	Index Number Set Assigned.
Victoria— Within 20 miles of G.P.O., Melbourne, 10 miles of G.P.O., Geelong, at Warrnambool, and within Mildura, and Gippsland Districts Yallourn—6s. 6d. in excess of basic wage for Melbourne. Elsewhere—3s. less than the contemporaneous basic wage for Melbourne.	£ s. d. 3 18 0	Melbourne

## ADJUSTMENT OF BASIC WAGE.

(21) (a) Until the beginning of the first pay period to commence in November, 1940, the amounts of the basic wage shall be as prescribed in clause (20).

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

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

- (i) The index number set to be applied to a place is that assigned thereto in clause (20).
- (ii) The index number for the calendar quarter next preceding the period of thirteen weeks for which the adjustment is made is to be ascertained.
- (iii) The amount assigned in the following table (or in any extension thereof) to the index number division comprising that number is to be ascertained.
- (iv) The basic wage shall be of that assigned amount during such successive period.

Table.

Index Number Divisions.	Basic Wage.	Index Number Divisions.	Basic Wage.
	£ s. d.		£ s. d.
735-746 .. .. .	3 0 0	859-870 .. .. .	3 10 0
747-759 .. .. .	3 1 0	871-882 .. .. .	3 11 0
760-771 .. .. .	3 2 0	883-895 .. .. .	3 12 0
772-783 .. .. .	3 3 0	896-907 .. .. .	3 13 0
784-796 .. .. .	3 4 0	908-919 .. .. .	3 14 0
797-808 .. .. .	3 5 0	920-932 .. .. .	3 15 0
809-820 .. .. .	3 6 0	933-944 .. .. .	3 16 0
821-833 .. .. .	3 7 0	945-956 .. .. .	3 17 0
834-845 .. .. .	3 8 0	957-969 .. .. .	3 18 0
846-858 .. .. .	3 9 0		

The wages of females and juniors in receipt of 20s. per week or more shall be adjusted proportionately to adjustments of the basic wage in terms of clause (21)—such adjustments to be to the nearest 3d., half or less than half of 3d. to be disregarded.

## MARGINAL RATES.

(22) In addition to the basic wage provided in clause (20), the margins set out in this clause, plus 6s., shall be the minimum rate payable to employees therein named:—

	Per week. s. d.
(a)	
Blacksmiths' striker .. .. .	9 0
Blacksmith's striker on double fires and other assistant .. .. .	11 0
Man attending small rivet heating, bolt heating or similar type of fires .. .. .	11 0
Men engaged in the erection of block and tackle gear .. .. .	11 0
Hammer drivers .. .. .	11 0
Forger's assistant .. .. .	11 0
Motor-car chassis assembler (other than assembler of engines) .. .. .	11 0
Belt repairers .. .. .	9 0
Overhead oilers .. .. .	9 0
Laggers .. .. .	9 0
Persons working with hammer 14 lb. weight or over—	
On repair work .. .. .	19 3
On other work .. .. .	11 3
Persons working on ship or steamer under construction or repair .. .. .	18 0
Dresser, fettler, and grinder .. .. .	11 0
Forge assistants, i.e., underhand, hammer driver and crane man, employed on work 10 cwt. or over .. .. .	13 0
Heaters, and persons engaged cutting off in connexion with the manufacture of bolts and nuts by machinery .. .. .	9 0
Persons employed in preparing iron or steel material for reinforcing concrete for building or other purposes—	
On bending and cutting machines .. .. .	11 0
On bending and cutting machines (assistants) .. .. .	8 0
On steel fabric machines .. .. .	11 0
On steel fabric machines (assistants) .. .. .	6 0
Assemblers (loading hand) .. .. .	11 0
Assemblers (assistants) .. .. .	6 0
All workmen engaged directly assisting workmen whose margins above the basic wage are 14s. or more .. .. .	9 0
(b)	
Producing rods, bars, sections, angles, sheets, strips, or ingots from brass, copper, or other non-ferrous metals—	
Press operator .. .. .	14 0
Die attendant .. .. .	14 0
Hexagon straightener .. .. .	12 0
Draw Bench operator .. .. .	8 0
Pickler .. .. .	8 0
Other machine operator .. .. .	8 0
Hand straightener .. .. .	6 0
Pointer .. .. .	5 0
Die striker .. .. .	4 0

W. W. HARRIS, Chairman.

J. V. WILLOX, Secretary.]

Melbourne, 24th July, 1940.



# VICTORIA GOVERNMENT GAZETTE.

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No. 298]

THURSDAY, AUGUST 15.

[1940

Factories and Shops Acts.

## DETERMINATION OF THE GROCERS' SUNDRIES BOARD.

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

[N accordance with the provisions of the Factories and Shops Acts, the Wages Board which, since the 13th November, 1939, has had the power to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the process, trade, or business of—

- (a) manufacturing cereal foods (except in flour mills), spices, condiments, coffee, chicory, cocoa, or any kind of goods commonly known as Grocers' Sundries;
- (b) making, tinning, putting up, bottling, wrapping, labelling, or otherwise preparing for sale moulders' blacking, moulders' plumbago preparations, blacklead, boot blacking, boot paste, boot polish, washing blue, harness dressing, harness compounds, ebonite shine, stove polish, knife polish, metal polish;
- (c) grinding, tinning, putting up, bottling, wrapping, labelling, or otherwise preparing for sale charcoal or coal dust;
- (d) making soap, washing soda, candles, or starch;
- (e) manufacturing or preparing honey; and
- (f) Preparing for trade or sale, peanuts or other edible nuts or the products of peanuts or other edible nuts except when such work is subject to the Determination of any Wages Board heretofore appointed"—

has made the following Determination, namely:—

(1) That on the 16th August, 1940, the last previous determination of this Board shall be revoked and replaced by this Determination.

(2)

### APPRENTICES OR IMPROVERS.

WAGES PER WEEK OF 44 HOURS.				PROPORTION (within any factory or place).	
		Males.	Girls.	Apprentices.	Improvers.
		s. d.	s. d.		
Under 16 years	..	22 9	.. 20 3	<i>Grocers' Sundries, Polish, Soap and Soda, or Starch Sections, and other Sections not elsewhere included.</i> One male apprentice to every three or fraction of three male workers receiving not less than 84s. per week of 44 hours. One girl apprentice to every three or fraction of three women workers receiving not less than 44s. per week of 44 hours. <i>Candle Section.</i> One apprentice to every three or fraction of three workers receiving not less than 44s. per week of 44 hours. An indenture of apprenticeship prescribed by the Board was approved on 31st July, 1925.	
16 to 17 "	..	28 0	.. 21 6		
17 " 18 "	..	34 6	.. 26 0		
18 " 19 "	..	41 3	.. 29 0		
19 " 20 "	..	48 9	.. 33 6		
20 " 21 "	..	60 9	.. 37 9	<i>One male improver to every four or fraction of four male workers receiving not less than 84s. per week of 44 hours.</i> <i>One girl improver to every four or fraction of four women workers receiving not less than 44s. per week of 44 hours.</i> <i>Candle or Soap and Soda Sections.</i> One improver to every five or fraction of five workers receiving not less than 84s. per week of 44 hours.	

## JUVENILE WORKERS.

WAGES PER WEEK OF 44 HOURS.				DEFINITIONS.	
	Males.		Girls.		
	s.	d.	s. d.		
14 to 15 years	19	0	—	<b>Grocers' Sundries Section, and other Sections not elsewhere included.</b>	
15 " 16 "	20	0	20 3	Persons under the age of 21, other than apprentices or improvers, engaged in filling any bags, weighing, closing, wrapping or labelling or casing packets, tins, bottles, or bags for stock, or assisting in the manufacture of vermicelli or Italian paste.	
16 " 17 "	24	9	21 6	<b>Polish Section.</b>	
17 " 18 "	28	6	26 0	Persons under the age of 21, other than apprentices or improvers employed at wrapping, packing, bottling, labelling, tinning or putting up, filling, weighing, or closing.	
18 " 19 "	34	0	29 0	<b>Soap and Soda Section.</b>	
19 " 20 "	43	9	33 6	Persons under the age of 19, other than apprentices or improvers, employed in wrapping or packing washing soap or soap extract.	
20 " 21 "	48	9	37 9	<b>Candle Section.</b>	
				Persons under the age of 21, other than apprentices or improvers, who, if males, are employed at candle cutting, wick winding, or packing candles, or, if girls, are employed packing candles in boxes, or wrapping or labelling candles.	
				<b>Starch Section.</b>	
				Persons under the age of 21, other than apprentices or improvers, who, if males are employed at any work excepting— (1) weighing and carrying rice; (2) range work; (3) sheet laying, shaking, carrying out and cutting out draining boxes; (4) Filling and emptying crusting stoves; or, if girls, are employed scraping and wrapping blocks, or filling, weighing, labelling, or casing starch.	

## OTHER EMPLOYEES.

## WAGES PER WEEK OF 44 HOURS.

	£	s.	d.		£	s.	d.		£	s.	d.
<b>Grocers' Sundries Section, and other Sections not elsewhere included.</b>				<b>Soap and Soda Section.</b>				<b>Candle Section.</b>			
Miller, i.e., an employee in charge of one or more grinding departments	4	14	6	Soapmaker's assistant	4	14	6	Acidifier	4	10	0
Roaster	4	14	6	Foreman in charge and actually working in the frame room, packing room, and cutting room	4	14	6	Stillman	4	10	0
Stonedresser	4	14	6	Milling room foreman in charge of and actually working at the milling of soap	4	10	0	Glycerine distiller	4	10	0
Coffee essence maker, i.e., an employee in charge of vacuum pans making coffee essence	4	11	6	Soap mixer, i.e., an employee in charge of and actually working at a power crutcher	4	10	0	Evaporator	4	10	0
Mixer or blender, i.e., an employee in charge of one or more mixing or blending departments	4	9	0	Caustic soda and silicates preparers, i.e., employees engaged in preparing caustic soda and silicates for soapmaker	4	10	0	Candle moulder, with twelve months' experience	4	10	0
Kilnman, i.e., an employee in charge of and actually doing the work of a kilnman	4	7	6	Soda crystal maker, i.e., an employee in charge of and actually working at soda crystal making	4	9	0	Candle moulder, with less than twelve months' experience	4	8	0
Mill assistant, i.e., an employee (working under the direction of a miller who supervises the running of grinding rolling, or cleaning machines)	4	7	0	Soap-cutting machinist, i.e., an employee in charge of and actually working at a power soap-cutting machine	4	8	6	Candle room ganger	4	10	0
Bagged goods carrier or stacker, i.e., an employee engaged carrying or stacking cereal or other bagged goods in their raw state, but not engaged in the manufacture or delivery of goods	4	7	0	Soap cutter by hand, i.e., an employee in charge of and actually cutting soap by hand	4	8	6	Press room ganger	4	10	0
Storeman and packer	4	7	0	Soap crutcher by hand	4	8	6	Cupboard runner	4	10	0
Storeman and packer in charge of six or less storemen and packers	4	10	0	Power stamping machinist, i.e., an employee in charge of and actually working at a power stamping machine	4	6	6	Provided that where cupboard runners are required to remain in the cupboard at a temperature of 100° F. for more than half an hour continuously on any one day, 6d. per day extra shall be paid.			
Storeman and packer in charge of seven or more storemen and packers	4	14	0	Storeman and packer	4	7	0	Storeman and packer	4	7	0
All other adult men	4	4	0	Storeman and packer in charge of six or less storemen and packers	4	10	0	Storeman and packer in charge of six or less storemen and packers	4	10	0
All other adult women	2	4	0	Storeman and packer in charge of seven or more storemen and packers	4	14	0	Storeman and packer in charge of seven or more storemen and packers	4	14	0
<b>Polish Section.</b>				All other adult men	4	4	0	All other adult men	4	4	0
Foreman	4	9	0	All other adult women	2	4	0	All other adult women	2	4	0
Mill hand, i.e., an employee working at a mill used for the grinding of moulders' blacking, moulders' plumbago preparation, charcoal, or coal dust	4	9	0					<b>Starch Section.</b>			
Boot polish mixer, i.e., an employee in charge of and actually working at mixing boot polishes	4	9	0					Foreman	4	14	6
Boot blacking mixer, i.e., an employee in charge of and actually working at mixing boot blacking	4	9	0					Stone dresser or miller	4	14	6
Washing blue mixer, i.e., an employee in charge of and actually working at mixing washing blue	4	9	0					Leading Hand, i.e., an adult employee who gives instructions and is responsible for the work done in the starch factory	4	11	6
Storeman and packer	4	7	0					Millstone attendant	4	7	0
Storeman and packer in charge of six or less storemen and packers	4	10	0					Person in charge of starch draining boxes	4	7	0
Storeman and packer in charge of seven or more storemen and packers	4	14	0					Person in charge of cornflour runs	4	7	0
All other adult men	4	4	0					Storeman and packer	4	7	0
All other adult women	2	4	0					Storeman and packer in charge of six or less storemen and packers	4	10	0
								Storeman and packer in charge of seven or more storemen and packers	4	14	0
								All other adult men	4	4	0
								All other adult women	2	4	0



(3) **EMPLOYMENT.—WEEKLY WAGES.**—(a) Employees may be engaged by the week, and when so engaged must be available ready, and willing to perform such work as the employer shall from time to time require on the days and during the hours usually worked by the class of employees affected.

(b) Employment for the first two weeks of service shall be from day to day at the weekly rate fixed.

(c) Any weekly employee not attending for duty shall lose his or her pay for the actual time lost unless he or she produces or forwards within 24 hours of the commencement of such absence satisfactory evidence to the employer that his or her non-attendance was due to personal ill-health or accident necessitating such absence, but such employee shall not be entitled to payment for non-attendance on the grounds of personal ill-health or accident for more than six days in each year commencing from the 21st December.

(d) An employee is not to be entitled to more than six days' payment in any year for such non-attendance notwithstanding that he or she may be employed during the year by more than one employer.

(4) **HOURS OF WORK.**—(a) The hours of employment without payment for overtime shall not exceed 44 per week. Except as to shift workers ordinary hours shall be worked in 5 days of 8 hours, and one day (Saturday) of 4 hours, or in 5 days of 8 hours 48 minutes each, continuously, except breaks for meals, between 7 a.m. and 5.30 p.m. on Monday to Friday inclusive, and 7 a.m. to noon on Saturday, at the discretion of the employer. Provided that the spread of hours herein prescribed may be altered by mutual agreement between an employer and the Manufacturing Grocers Employees' Federation of Australia.

(b) The employer shall fix the starting and finishing times, provided that no change in such fixed times shall be made except by agreement between the employer and the Manufacturing Grocers Employees' Federation of Australia, and provided further that one week's notice of any such change shall be given to the employees.

(5) **OVERTIME.**—All work performed outside the starting and finishing times, provided for in clause 4 or fixed pursuant to an agreement under clause 11 (d) of this Determination, or in excess of 44 hours per week, shall be paid for at the rate of half time in addition to ordinary time. Overtime rates shall be paid on the basis of a quarter of an hour. A fraction of a quarter of an hour shall be paid for as a quarter of an hour. Piece-work done outside the starting and finishing times shall be paid for with the addition of a half rate to the ordinary rate.

(6) **SPECIAL RATES.**—(a) Employees shall receive payment at double time rate for work done on Sunday, and shall receive payment at ordinary rate in addition to the full weekly rate for work done on Christmas Day, Boxing Day, New Year's Day, Australia Day (26th January), Labour Day, Good Friday, Easter Saturday, Easter Monday, 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.

(b) When Christmas Day, Boxing Day, or New Year's Day, or a proclaimed substitute therefor falls on a day other than Sundays and payment of wages is not included in the weekly wage in consequence of the Christmas holidays having been taken as provided for in sub-clause (f) hereunder, then employees shall receive payment for each of such days calculated as eight hours.

(c) All employees on time work off duty on any of the above-mentioned holidays, other than Sunday, shall be paid for such days at ordinary rate. Piece-workers shall be paid for such holidays and Sundays at the rate payable to employees on time work doing the same class of work.

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

(e) Where the majority of the employees of any establishment or of any department agree with the employer to work part time for any period, or to close down for any period on the days other than the prescribed holidays, the weekly rate shall not apply.

(7) **CHRISTMAS HOLIDAYS.**—(f) On or before the 14th December in each year the employer shall be given or may obtain notice of the number and names of his adult employees who do not elect to work on the working days between Christmas Day and New Year's Day. If more than 33 per cent. of such of the adult employees in any particular establishment as come within the classification in this Determination indicate to the employer their election not to work on such days, then the employer may if he chooses, close down his establishment on such days, provided that on or before the 21st December he gives notice to his employees of his intention to do so. Where such number is 33 per cent. or under, then the employer shall keep his establishment open for work on such days, or, if he closes it, he shall pay the ordinary wage to those employees who have declared themselves ready and willing to work on such days and who have not been dismissed in conformity with this Determination.

(g) Where the business is kept open for work, the employer may require the employees presenting themselves for work to work in any capacity he may appoint, provided the employees shall be paid at their ordinary rates for such work as they are called on to do.

(h) If any employee has not indicated to the employer on or before the 14th December that he does not intend to work on the days in question, and absents himself from work when the business is open for work on such days, then such employee shall receive no pay therefor.

(7) **TERMINATION OF EMPLOYMENT.**—(a) Seven days' notice of termination of employment shall be given on any day of the week by either employer or employee provided that such notice given to an employee solely for the purpose of avoiding payment for prescribed holidays shall not deprive such employee of payment for holidays occurring between such notice and re-engagement, if any.

(b) Nothing contained in this Determination shall affect the right of the employer to dismiss any employee without notice for malingering, inefficiency, neglect of duty, or misconduct, or to deduct payment for any day on which the employee cannot usefully be employed because of a strike, or stoppage of work for which the employer cannot reasonably be held responsible.

(c) In the event of such dismissal, wages shall be paid up to the time of such dismissal. If an employee's services be terminated during the course of a week he shall be paid all money due to him at the termination of his services, or such money shall be forwarded to him by post within 24 hours thereafter.

(8) **PAYMENT OF WAGES.**—Wages shall be paid weekly on a week day other than Saturday.

(9) **MEAL TIMES.**—A lunch period of at least one half-hour for each employee shall be fixed in each factory between 12 noon and 2 p.m. for other than shift workers. No employee shall be required to work more than five hours from the starting of work in the morning without a break for lunch.

(b) Work performed during the usual meal hours shall be paid for at the rate of time and a half, but where the total hours worked (including time worked during such meal time) do not exceed the prescribed daily number of hours then such time shall be deemed to mean an additional payment at half ordinary rate only for such meal time. Such employee shall be allowed time for a meal.

(10) **REST PERIOD.**—Women workers on time-work shall be allowed an interval of ten minutes between 10 a.m. and 11 a.m. for rest, and such interval shall be observed at times convenient to the employer. Such intervals shall count as time worked.

(11) **SHIFT WORKERS.**—(a) Shift workers shall have a break for meals without deduction of pay.

(b) Shift workers engaged on a second or third shift daily, other than overtime, shall receive payment at ordinary time plus 5 per cent.

(c) Shift workers on a second or third shift who are unable to travel to and from work on workmen's tickets shall be paid 1s. 6d. per week in addition to their ordinary rate of pay.

(d) Shift work, including overlapping shifts, may be arranged by agreement between the employer and the Manufacturing Grocers Employees' Federation of Australia.

(12) **SUPPLY OF MATERIALS.**—The undermentioned materials shall be provided free of charge by every employer—

(a) All necessary tools of trade, which shall be kept in good repair by the employer.

(b) Uniforms and caps required by the employer to be worn by the employees.

(c) Goggles for employees engaged in work injurious to the eyes.

(13) **TEA MONEY.**—Any employee required to work overtime for any period in excess of one hour after the usual hour of ceasing duty shall either be supplied with a meal at the employer's expense, or be allowed 2s. for each meal required if the expense is incurred. Provided that this clause shall not apply where the employee was notified the previous day of the intention to work overtime. Provided further that where the employee was notified the previous day of the intention to work overtime and such overtime was not worked he shall be entitled to the meal allowance herein provided.

The provisions of this clause shall not apply in the case of boys under sixteen years of age or women or girls employed in factories whose conditions regarding overtime are governed by section 38 of the *Factories and Shops Act 1928* (No. 3677).

(14) **PIECEWORK.**—The Board determines under Section 150 of the *Factories and Shops Act 1928* (No. 3677) that the employer may fix his or her own piecework rates, provided such prices enable an employee of average capacity working under like conditions to earn at least 10 per cent. above the minimum weekly wage in their respective classes. The same piecework prices shall be paid to all pieceworkers doing the same operation in the factory, whether they be improvers or juveniles on piecework or otherwise.

(b) Pieceworkers who are requested to wait on or about the employer's premises for work on any one day for more than half an hour shall be paid for such waiting time at the rate based on the minimum weekly wage.

(c) A weekly pieceworker shall be allowed in each week sufficient piecework to enable such employee to earn at least the prescribed rate fixed in this Determination for the class of work performed. If such work is not provided, and the employee is ready and willing to perform all work provided, then such employee shall be paid the minimum wage applicable to the employee so employed.

(d) Pieceworkers working overtime for less than 15 minutes, or any fraction of 15 minutes, shall have their payment computed on the basis of an average amount of work done in 15 minutes.

(15) **DESTRUCTION OF CLOTHING.**—Where satisfactory evidence is produced by an employee that, when dissolving caustic soda, using solutions of caustic soda or mineral acids, his or her clothing has been destroyed through no fault of such employee, reparation shall be made by the employer.

(16) **WEIGHT CARRYING.**—No woman worker over the age of 18 years shall be required to carry a greater weight than 30 pounds. Section 207 of the *Factories and Shops Act 1928* (No. 3677) provides that no person employing any girl under the age of 18 years in a factory shall permit such girl while so employed to lift or carry a greater weight than 25 pounds.

(17) **TEMPORARY WORK.**—A temporary employee shall mean a person employed for 24 hours or less in any one week, but no employee shall be deemed to be a temporary worker where after employment for at least one week he is dismissed before he has worked 24 hours in the succeeding week, or where his non-employment for more than 24 hours is wholly attributable to causes over which the employer has no control.

Temporary workers unless dismissed for misconduct shall be paid at the rate of time and a third for all work performed.

(18) **DEFINITION.**—For the purpose of this Determination, year shall mean a period of twelve calendar months commencing on the 21st December in each year.

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

GEO. E. PARR, Secretary.

Melbourne, 1st August, 1940.



# VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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**No. 299]**

**THURSDAY, AUGUST 15.**

**[1940**

Factories and Shops Acts.

## DETERMINATION OF THE STOREMEN, PACKERS, AND SORTERS BOARD.

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

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which now has the power to determine the lowest prices or rates which may be paid—

(a) to any person employed—

(i) as a Storeman, Packer, or Sorter.

(ii) in assisting a Storeman, Packer or Sorter,

(iii) as an assembler, collector, or checker of goods in course of receipt or despatch ;

(b) to any person or persons or classes of persons employed at wiping eggs in any place where eggs are stored, sorted, or packed for trade or sale—

but not including any persons subject to the jurisdiction of any of the following Boards :—

Aerated Water Trade Board	Furniture Board (Wood Mantelpiece or Overmantel)	Printers Board (Provincial)
Agricultural Implements Board	Glassworkers Board	Retail Dairy Board
Agricultural Implements Board (Country)	Grocers Sundries Board	Rubber Trade Board
Bedstead Makers Board	Ham and Bacon Curers Board	Shops Board No. 1 (Boot Dealers)
Biscuit Board	Hotel and Restaurant Board	Shops Board No. 7 (Country Shop Assistants)
Boarding Houses Board	Ice Board	Shops Board No. 9 (Drapers and Men's Clothing)
Brewers Board	Jam Trade Board	Shops Board No. 12 (Fuel and Fodder)
Butter Board	Leather Goods Board	Shops Board No. 13 (Fuel and Fodder—Country)
Butter Factories Board	Marine Stores Board	Shops Board No. 14 (Furniture Dealers)
Cardboard Box Trade Board	Meat Preservers Board	Shops Board No. 15 (Grocers)
Cigar Trade Board	Millet Broom Board	Shops Board No. 16 (Hardware)
Condenseries Board	Nailmakers Board	Slaughtering for Export Board
Confectioners Board	Paper Board	Tea Packing Board
Cordage Board	Paper Bag Trade Board	Tinsmiths Board
Fellmongers Board	Pastrycooks Board	Wholesale Grocers Board
Flock Board	Plate Glass Board	Wireworkers Board
Flour Board	Pottery Board	Woodworkers Board
Flour Board (Country)	Printers Board	Woollen and Cotton Trade Board—
Frozen Goods Board	Printers Board (Country)	
Fruit Packing Board		
Furniture Board (Picture Frames)		

has made the following Determination, namely :—

(1) That as from the beginning of the first pay period to commence after 14th August, 1940, the last previous Determination of this Board shall be revoked and replaced by this Determination.

No. 299—9845/40.

(2)

## APPRENTICES AND IMPROVERS.

Wages Per Week of 44 Hours.						Number (in any place).
	Males.		Females.			
	Bread-making Establishments.	Any Other Place.	Establishments in which are Sorted Waste Pieces or Clippings of Cottons, Silks, Woollens, or Woollen and Cotton Pieces.	Egg Packing Establishments.	Any Other Place.	
	s. d.	s. d.	s. d.	s. d.	s. d.	<p><b>APPRENTICES.</b></p> <p>One apprentice to every three or fraction of three workers of the same sex receiving not less than the minimum wage.</p> <p>An indenture of apprenticeship prescribed by the Board was approved on 24th May, 1923.</p> <p><b>MALE IMPROVERS.</b></p> <p><i>Egg Packing Establishments.</i></p> <p>One male improver to every two or fraction of two male workers receiving 89s. per week.</p> <p><i>Any Other Place.</i></p> <p>One male improver to every four or fraction of four male workers receiving 89s. per week.</p> <p><b>FEMALE IMPROVERS.</b></p> <p><i>Laundries.</i></p> <p>One female improver to every three or fraction of three female workers receiving 54s. per week.</p> <p><i>Establishments in which are sorted waste pieces or clippings of cottons, silks, woollens, or woollen and cotton pieces.</i></p> <p>Two female improvers to every three or fraction of three female workers receiving 54s. per week.</p> <p><i>Egg Packing Establishments.</i></p> <p>One female improver to every three or fraction of three female workers receiving 52s. 3d. per week.</p> <p><i>Any Other Place.</i></p> <p>One female improver to every four or fraction of four female workers receiving 49s. 9d. per week.</p>
Under 16 years of age		19 0	21 3	20 3	19 0	<p>Provided that any female improver employed packing or sorting laundry-work shall, after completing three years' experience, be paid the wage fixed for an adult.</p>
16 to 17 years of age	57 0	25 3	24 6	26 3	24 9	
17 to 18 years of age		32 9	28 9	29 9	27 6	
18 to 19 years of age		45 6	32 6	35 0	32 3	
19 to 20 years of age		58 9	37 9	38 6	36 0	
20 to 21 years of age		90 6	42 6	43 9	41 0	

(3)

## JUVENILE WORKERS.

JUVENILE WORKERS, i.e., MALES UNDER 21 YEARS OF AGE (OTHER THAN APPRENTICES OR IMPROVERS) EMPLOYED IN OIL, GREASE, AND PETROLEUM PRODUCTS STORES.

## Wages Per Week of 44 Hours.

	s.	d.
Under 15 years of age	..	24 4
15 to 16 years of age	..	24 4
16 to 17 years of age	..	30 2
17 to 18 years of age	..	33 4
18 to 19 years of age	..	42 4
19 to 20 years of age	..	53 10
20 to 21 years of age	..	63 6

Provided that a juvenile worker called upon to stack full cases more than three high, to stack barrels, or to lift any weight over 1 cwt. shall be entitled to receive the wage fixed for an adult, whilst so engaged.

(4) (a)

## OTHER EMPLOYEES.

## MALES.

## IN OIL, GREASE, AND PETROLEUM PRODUCTS STORES.

	Wages Per Week of 44 Hours.
	s. d.
Head storeman, i.e., an employee in charge of a store or a special department in a store	101 6
Leading hand, i.e., an employee working under the supervision of a Head Storeman and who has men regularly under his supervision	96 6
All others	91 6

## (4) (b) IN (OR ON) ANY PLACE OTHER THAN OIL, GREASE AND PETROLEUM PRODUCTS STORES.

	Males employed in (or on) or in connexion with—																									
	Storemen employed in Figured, Roll, and Sheet Glass Stores.		Storemen employed in Engineering Establishments or who are in charge of, or keep Stores and Tools for use in such Establishments.		Wharfs, Wharf Sheds, Customs Railway Sheds, or Fumigating Sheds.		Potato or Onion Stores.		Bond or Free Stores or Establishments engaged in the General Bulk Storage Business.		Lime, Cement, or Plaster Stores.		Fibrous Plaster Stores, or Wholesale Softgoods Warehouses.		Boot Factories, or Wholesale Chemists' or Manufacturing Establishments.		Bulk Paper Stores or Rubber Goods Manufacturers' Stores.		Iron Yards in which Steel or Iron Bars, Plates, Pipes or Sheets black or galvanized are handled.		Hardware Stores.		Electrical Goods Manufacturers' Stores.		Electrical Goods Stores (other than Electrical Goods Manufacturers' Stores).	
	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.
Storeman, Packer, or Sorter who (notwithstanding he may be under the orders of a superior who does not devote the whole of his time to supervising the storing, packing, or sorting)—																										
(a) Works singly	96 6	96 6	108 0	99 8	93 0	93 0	92 0	94 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6
(b) Supervises or directs the number of persons 18 years of age or over indicated hereunder, viz. :—																										
(a) 1, 2, 3, 4, 5, or 6 such persons	98 9	98 9	108 0	99 8	93 0	95 6	94 3	96 9	98 9	98 9	98 9	98 9	98 9	98 9	98 9	98 9	98 9	98 9	98 9	98 9	98 9	98 9	98 9	98 9	98 9	98 9
(b) 7 or more such persons	112 9	112 9	108 0	99 8	93 0	109 6	108 9	111 6	112 9	112 9	112 9	112 9	112 9	112 9	112 9	112 9	112 9	112 9	112 9	112 9	112 9	112 9	112 9	112 9	112 9	112 9
Storeman in charge of a bulk store removed from the main place of business	96 6	96 6	..	..	..	..	92 0	94 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6	96 6
Packers of crockery, china, or glassware	..	..	..	..	..	..	..	..	..	..	..	..	..	95 3	..	..	..	..	..	..	..	..	..	..	..	..
Packers of metal window frames																										
Persons handling pianos, piano-players, or organs																										
Egg packers, sorters, or testers with six months' or more experience																										
All male adults not otherwise provided for	92 0	92 0	108 0	99 8	93 0	90 0	89 0	90 0	92 0	92 0	92 0	92 0	92 0	92 0	92 0	92 0	92 0	92 0	92 0	92 0	92 0	92 0	92 0	92 0	92 0	92 0

	Bread-making Establishments.	Match Factory Stores.	Wholesale Confectionery Stores.	Isag (Hessian, Jute or Cotton) Stores; Tobacco, Paint, Painters' Oils, Colour and Varnish Stores.	Bulk Salt Stores, Stores in which Stoves are Stocked (except Stoves or Oven Manufacturers' Stores) and Manufacturers' Stores in which are Stored, Packed or Sorted.	Machinery Stores.	Stove, Oven or other Metal Goods Manufacturers' Stores.	Dye Stores.		Seed Stores.	Any Other Place.
								Dye Stores connected with the business of dyeing or the business of dyeing or piece-goods or apparel.	Other Dye Stores.		
	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.	44 Hours. s. d.
Storeman, Packer, or Sorter, who (notwithstanding he may be under the orders of a superior who does not devote the whole of his time to supervising the storing, packing, or sorting)—											
(a) Works singly	105 0	96 6	96 6	94 6	96 6	96 6	96 6	96 6	104 0	92 0	92 0
(b) Supervises or directs the number of persons 18 years of age or over indicated hereunder, viz. :—											
(a) 1, 2, 3, 4, 5, or 6 such persons	111 3	98 9	98 9	96 9	98 9	103 9	98 9	98 9	106 3	94 3	94 3
(b) 7 or more such persons	125 9	112 9	112 9	111 6	112 9	112 9	112 9	112 9	120 3	108 9	108 9
Storeman in charge of a bulk store removed from the main place of business	..	96 6	96 6	94 6	96 6	96 6	96 6	96 6	104 0	92 0	92 0
Packers of crockery, china, or glassware	..	..	..	..	..	..	..	..	..	..	95 3
Packers of metal window frames	..	..	..	..	..	..	..	..	..	..	92 0
Persons handling pianos, piano-players, or organs	..	..	..	..	..	..	..	..	..	..	92 0
Egg packers, sorters or testers with six months' or more experience	..	..	..	..	..	..	..	..	..	..	90 0
All male adults not otherwise provided for	105 0	92 0	92 0	90 0	92 0	92 0	92 0	92 0	100 0	90 0	89 0

Storemen or packers called upon to work in cool stores shall be paid 2s. 3d. per hour whilst so employed.

(4) (c)

## FEMALES.

	Females Employed in or in Connexion with—			
	Manufacturing Chemists' Factories.	Establishments in which are Sorted Waste Pieces or Clippings of Cottons, Silks, Woollens, or Woollen and Cotton Pieces.	Egg Packing Establishments.	Any Other Place.
		Wages per	Week of—	
	44 Hours.	44 Hours.	44 Hours.	44 Hours.
	s. d.	s. d.	s. d.	s. d.
Female Packer or Sorter who (notwithstanding she may be under the orders of a superior who does not devote the whole of his time to supervising the storing, packing, or sorting)—				
(a) Works singly .. .. .	51 6	57 9	61 9	51 6
(b) Supervises or directs the number of persons 18 years of age or over, indicated hereunder, viz. :—				
(i) 1, 2, 3, 4, 5, or 6 such persons .. .. .	55 3	61 9	65 9	55 3
(ii) 7 or more such persons .. .. .	62 3	68 3	73 0	62 3
Females employed packing or sorting laundry work .. .. .	..	..	..	54 0
Egg Packers, Sorters, or Testers—				
With less than eight weeks' experience .. .. .	..	..	53 0	..
With eight weeks' or more experience .. .. .	..	..	59 3	..
All female adults not otherwise provided for .. .. .	49 9	54 0	52 3	49 9

## PROVISIONS APPLICABLE ONLY TO PERSONS EMPLOYED IN OIL, GREASE, AND PETROLEUM PRODUCTS STORES.

(5) CASUAL WORK.—Casual employees, i.e., persons employed for less than two consecutive weeks shall be paid at the rate of 2s. 9d. per hour.

(6) EXTRA RATE.—Whenever not more than two storemen or packers are employed handling or rolling barrels or drums, weighing over 5 cwt., for more than half an hour, they shall be paid 6d. per hour extra, whilst so employed.

(7) ORDINARY WEEK'S WORK.—Forty-four hours shall constitute a week's work and they shall be worked as follows:—Eight hours per day from Monday to Friday, both inclusive, and four hours on Saturday, to be worked between the hours of 7 a.m. and 5.30 p.m. on Monday to Friday, both inclusive, and 7 a.m. and noon on Saturday.

Subject to the above, the hours of starting and finishing may be fixed by each employer, but having been once fixed they shall not be altered without seven days' notice.

Where the industry necessitates a continuous process, three shifts of eight hours each may be worked, and overtime is to be calculated on the basis only of an excess of eight hours.

Employees required for duty in connexion with the delivery of bulk petrol may be employed on shifts, and when so employed shall be paid 6s. per week in addition to the rates prescribed in clause (4) of this Determination, provided that such shift work extends over one calendar month. Five shifts of eight hours including crib time of half an hour, and one of four hours, shall constitute a week's work.

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

On Saturday, after 1 p.m. .. .. . Double time.  
Any other time .. .. . Time and a half.

(b) Provided that all meal hours, if worked, shall be paid for at double time, and such double time shall continue until a meal time is allowed, except that, should work cease before 6.30 p.m., ordinary overtime rates only will apply, and employees shall not then be paid 2s. for meals as provided in the next succeeding paragraph.

(c) Except as provided in the last preceding paragraph, weekly and casual employees when called upon to work overtime shall be allowed 2s. for each meal, unless they have been notified before ceasing work on the previous day of the intention to work overtime.

(9) MEAL HOURS.—One hour on Monday to Friday, both inclusive, shall be allowed for each meal. Provided that, should any employer and the Federated Storemen and Packers' Union of Australia, Victorian Branch, agree, the meal hour in an establishment may be shortened to meet the exigencies of transport.

The hours for breakfast and dinner shall be fixed in each case by mutual arrangement, but having been once fixed, they shall not be altered without seven days' notice.

The interval for tea shall be within the hour succeeding the usual finishing time.

The interval for supper shall be between 12 midnight and 1 a.m.

(10) SPECIAL RATES.—Double time shall be paid for all work done on Sundays, gazetted public holidays, and the day observed as Union Picnic Day in the Metropolitan District and Geelong respectively, provided that no day except Union Picnic Day shall be observed as a holiday if the Railways Goods Yards are open for receipt of ordinary goods on those days, and provided also that any employer requiring to deliver goods on Union Picnic Day shall have the right to employ without extra payment up to 10.30 a.m. on that day as many men as he deems necessary for that purpose.

(11) HOLIDAYS.—Weekly employees shall subject to the provisions of the preceding clause, be entitled to the holidays mentioned in clause (10) without deduction of pay.

(12) TERMS OF ENGAGEMENT.—Employees are to be engaged either as weekly or casual employees. A casual employee shall be one whose period of engagement is less than two weeks.

In the case of casual employees the engagement shall be terminable at any time by either employer or employee.

In the case of weekly employees the engagement shall be terminable by a week's notice by either employer or employee. Provided that any employee, being incompetent or disobedient, or misconducting himself, may be dismissed without notice.

Where an employer is not satisfied as to the reason of an employee absenting himself from work he may deduct from the wages of such employee the time he has been so absent, unless the employee produces a medical certificate of sickness, if required by the employer, in which case the employer shall make no deduction for such sickness. Provided that should an employee remain absent for more than six days in all during any calendar year the employer may thereafter make such deduction.

If an employee who has been continuously employed for not less than six months is dismissed through slackness of work such employee shall so far as practicable, be given first preference of employment when men are being re-engaged.

Men engaged for stacking ex ship, shall be deemed to be casual employees during the whole time they are engaged on such work.

Casual employees who are instructed to report for work at a stipulated time and who report for work at such time, but for whom work is not available within 30 minutes of the said stipulated time, shall be paid ordinary casual rates from the said stipulated starting time.

In the event of a casual employee being instructed to report for work and his services are not required, he shall be paid for two hours at temporary rates.

(13) PAYMENT OF WAGES.—Time shall be made up weekly to suit the convenience of employers and employees, and the payment of wages shall begin within five minutes after work ceases on pay day. Provided that, in the case of weekly hands, two days' wages may be kept in hand.

Casual employees shall be paid at the time of their services being dispensed with, and at the place where the work has been performed.

(14) FARES.—Transport from store to store in the employers' time shall be arranged by the employers at their own expense or the actual expense incurred, shall be paid by the employers.

(15) FOOTWEAR.—Suitable and approved footwear shall be provided for employees whilst engaged in places where employers require special footwear to be used.

#### PROVISIONS APPLICABLE ONLY TO PERSONS EMPLOYED IN BOND OR FREE STORES OR ESTABLISHMENTS ENGAGED IN THE GENERAL BULK STORAGE BUSINESS.

(16) TERMS OF ENGAGEMENT.—(a) Employees are to be engaged as weekly or casual employees. A weekly employee is one engaged by the week, and paid by the week, and whose engagement shall be terminable by one week's notice on either side, notice not to be continued from week to week.

(b) Such notice shall be given on and take effect from pay day, or, in lieu of such notice, a week's pay shall be given.

(c) Where a weekly employee is engaged on any day other than the day immediately following pay day, he shall be entitled to casual rates for the broken portion of the week worked by him.

(d) A casual employee is one whose period of engagement is for less than four weeks, and whose engagement may be terminated at any time.

(e) Casual employees shall be guaranteed not less than two hours every start.

(f) Weekly employees may be summarily dismissed by the employer for dishonesty, misconduct, or for absence from work without reasonable cause, without liability to pay for more than actual time worked.

(17) CASUAL WORK.—Casual employees, i.e., persons employed in Bond or Free Stores or Establishments engaged in the general bulk storage business for less than four weeks, shall be paid at the rate of 2s. 9½d. per hour, and such employees shall be guaranteed not less than two hours' work at every start.

#### (18) TIMES OF BEGINNING AND ENDING WORK.—

					Times of Beginning. Not earlier than—	Times of Ending. Not later than—
On Monday to Friday inclusive	..	..	..	..	7.30 a.m.	5.30 p.m.
On Saturday	..	..	..	..	7.30 a.m.	12 noon

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

Outside the times of beginning and ending work as fixed in clause (18)

Within the times of beginning and ending work, in excess of 44 hours in any week

Time and a half for first three hours and double time thereafter

Provided that after 12 noon on Saturdays casual employees shall be paid double rates, and after 12.30 p.m. on Saturdays weekly employees shall be paid double rates.

(20) SPECIAL RATES FOR SUNDAYS AND PUBLIC HOLIDAYS.—(i) 6s. per hour shall be paid for all work done on Sunday, Christmas Day, or Good Friday, and (ii) for all work done on all other statutory or gazetted public holidays observed by the Customs Authority, weekly employees shall be paid at the rate of double time in addition to their weekly wage and casual employees shall be paid at the rate of double time.

(21) HOLIDAYS.—All statutory and gazetted public holidays observed by the Customs Authority shall be recognized holidays without any deductions from the weekly wages to be paid under this Determination.

#### (22) MEAL HOURS.—Meal hours shall be as follows:—

Dinner: One hour between 12 noon and 2 p.m.

Tea: 5 p.m. to 6 p.m.

Each employer shall fix the meal hour, which shall not be altered without seven days' notice to the employees.

(23) MEAL HOUR RATES.—All meal hours if worked shall, except as otherwise provided, be paid for at double rates, such rates to be continued until such time as the meal hour has been allowed, provided that should work not continue after 6 p.m. meal hour rates shall not apply.

(24) MEAL ALLOWANCE.—Employees called upon to work overtime after 6 p.m. on Monday to Friday or 1 p.m. on Saturday shall receive a meal allowance of 2s.

(25) CARRYING HEAVY GOODS.—Casual employees when receiving and carrying continuously for one hour or more bagged stuff, case goods, or other packages exceeding 180 lb. in weight shall be paid 6d. per hour above the ordinary rates, provided that when carrying 10-bushel bags of bran, both temporary employees and weekly employees shall be paid 9½d. per hour above the ordinary rates.

#### PROVISIONS APPLICABLE TO PERSONS OTHER THAN THOSE EMPLOYED IN OIL, GREASE, AND PETROLEUM PRODUCTS STORES, OR IN BOND OR FREE STORES OR ESTABLISHMENTS ENGAGED IN THE GENERAL BULK STORAGE BUSINESS.

(26) TERMS OF ENGAGEMENT.—(a) Employees are to be engaged as weekly or casual employees. A weekly employee is one engaged by the week and paid by the week, and whose engagement shall be terminable by one week's notice on either side, such notice not to be continued from week to week.

(b) After one full week's work, such notice may be given to a weekly employee at any time, but an employer may pay one week's wages in lieu of notice.

(c) Casual employees shall be guaranteed not less than two hours' engagement every start.

(d) A weekly employee to be entitled to the weekly wage shall be available, ready, and willing to perform his or her usual work during the days and hours usually worked by such class of employee, and may be summarily dismissed for dishonesty, misconduct, neglect of duty, or for absence from work without reasonable cause, and in the event of such dismissal the employee shall be paid only for the time actually worked.

(e) Where an employer is not satisfied as to the reason of an employee absenting himself or herself from work, the employer may deduct from the wages of such employee the time he or she has been so absent unless the absence of an employee who has had at least three months' service with such employer was due to sickness, in which case the employer shall make no deduction for such sickness, provided that an employee shall not be entitled to payment for non-attendance on the ground of sickness for more than four days in each year.

(27) CASUAL WORK.—Casual work, i.e., work for less than two full weeks, other than in potato or onion stores, shall be paid for at the following rates:—

On wharfs or in wharf sheds, customs railway sheds, or fumigating sheds ..	2s. 9½d. per hour.
Elsewhere, except in potato or onion stores .. .. .	Ordinary wages rate with an addition of thirty-three and one-third per centum.

(28) TIMES OF BEGINNING AND ENDING WORK FOR ALL PERSONS OTHER THAN THOSE EMPLOYED IN BREAD-MAKING ESTABLISHMENTS.—Any place except Bread-making Establishments—

On the ordinary working days of the week ..	7 a.m. ..	6 p.m.
On Saturday, or the day on which the weekly half-holiday is observed ..	7 a.m. ..	12 noon in bulk paper, bulk lime, or cement stores. 12.30 p.m. in any other place.

(29) HOURS OF WORK IN BREAD-MAKING ESTABLISHMENTS.—The number of hours to be worked in Bread-making Establishments on each night between 9 p.m. and 7.30 a.m. shall not exceed—

On ordinary nights ..	7 hours.
On double nights (i.e., nights on which bread for more than one day's consumption is produced) ..	10 hours.

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

(a) by persons employed in Bread-making Establishments—

In excess of the number of hours fixed in clause (29), or	..	Time and a half.
In excess of 44 hours in any week .. .. .	..	..

(b) by all other persons—

Between midnight and 7 a.m. .. .. .	4s. per hour, except for those employed in wholesale fruit stores to whom the rate of time and a half shall be paid.
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At any other time outside the times of beginning and ending work as fixed in clause (28) .. .. .	Time and a half.
Within the times of beginning and ending work, in excess of the maximum number of hours fixed as a week's work in any week	..

(31) SPECIAL RATES FOR SUNDAYS AND PUBLIC HOLIDAYS.—Double time shall be the rate for all work done on Sunday, New Year's Day, Australia Day (26th January), Good Friday, Easter Monday, Labour Day, Anzac Day (in industries named in the Second Schedule to the *Anzac Day Act* 1928), King's Birthday, Christmas Day, or Boxing Day; provided that Melbourne Cup Day shall be substituted for King's Birthday for persons employed in laundries within the areas to which the Determination of the Laundry Workers' Board applies; 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 days so substituted.

(32) HOLIDAYS.—Weekly employees, other than persons employed in potato or onion stores, shall be granted the following holidays without deduction of pay:—The days observed as New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day, Boxing Day, Easter Saturday (except those employed in establishments in which perishable goods are handled), and the Picnic Day or Trade Holiday fixed for the majority of the employees in any establishment.

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

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

(33) PERSONS EMPLOYED IN POTATO OR ONION STORES FOR LESS THAN FULL WEEK.—Persons employed in potato or onion stores, who work less than the number of hours fixed for an ordinary week's work, shall be paid not less than the ordinary wages rate calculated *pro rata*, according to the number of hours worked.

(34) ANNUAL HOLIDAYS.—Any employee who has been in the service of an employer for a period of not less than twelve months shall be granted one week's holiday (exclusive of the holidays mentioned in clause (31) in each year on full pay).

Provided that if an employee is given as holidays on full pay all working days between Boxing Day and New Year's Day such ordinary working days may be regarded as part of the week's holiday to which the employee is entitled under this clause, and such other working days as will make up the balance of a week shall be granted at some other time as holidays on full pay.

Any such holiday shall be given within six months of the completion of twelve months' service.

(35) MEAL ALLOWANCE.—If employees (other than those employed in egg packing establishments) are required to work overtime for one hour or more beyond the daily time of ending work and are not informed by the employer the day before that they are so required to work they shall be paid as a meal allowance, 1s. 6d. in the case of males and 1s. in the case of females.

(36) REST PERIOD.—A rest period of ten minutes, at a time fixed by the employer, between 10 a.m. and 11.30 a.m. each day shall be allowed to female employees (other than those employed in egg packing establishments), such time not to count as time worked.

(37) RIGHT OF ENTRY OF UNION OFFICIAL.—A duly accredited representative of the Federated Storemen and Packers' Union of Australia shall have the right to enter employers' establishments during the midday meal hour for the purpose of interviewing employees on legitimate Union business on the following conditions:—

- That he produces his authority to the employer or his representative.
- That he interviews employees only at the place where they are taking their meal.
- That not more than one representative in all be in any establishment at any one time.
- That no one representative visit an establishment more than once a fortnight.
- That if an employer alleges that a representative is unduly interfering with his establishment or is creating disaffection amongst his employees or is offensive in his methods or is committing a breach of any of the previous conditions, such employer may refuse the right of entry, but the representative shall have the right to bring such refusal before this Wages Board.

(38) PIECEWORK.—The Board determines, under the provisions of sub-sections (1) and (2) of section 150 of the *Factories and Shops Act* 1928 (No. 3677), that any employer may fix and pay piecework prices for wholly or partly packing or sorting any articles for which wages rates are fixed, provided that 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 rate fixed by the Board for such work.



**ADDITIONAL PROVISIONS APPLICABLE ONLY TO PERSONS EMPLOYED IN EGG PACKING ESTABLISHMENTS.**

(39) **MELBOURNE CUP DAY HOLIDAY.**—Employees shall be either permitted to be absent from duty without deduction of pay from 12 noon on Melbourne Cup Day, or paid at the rate of double time for all work done after 12 noon on that day.

(40) **RESTRICTION AS TO FEMALES LIFTING HEAVY WEIGHTS.**—The maximum weight to be lifted by any female over eighteen years of age shall be thirty pounds.

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

(42) **MEAL MONEY, ETC.**—(a) Persons required to work on Sunday shall be given not less than two hours' work, or pay equivalent thereto, and in addition shall be paid—

(i) 2s. 6d. for dinner money if work continues after 12 noon; and

(ii) 2s. 6d. for tea money if work continues after 6 p.m.

(b) Persons who are required to work overtime for one hour or more on any day other than Sunday and who are not informed by the employer the day before that they are so required to work, shall be paid, as a meal allowance, 1s. 6d. in the case of males and 1s. in the case of females.

R. J. EDWARDS, Chairman.

H. N. JONES, Secretary.

Melbourne, 30th July, 1940.





# VICTORIA GOVERNMENT GAZETTE.

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**THURSDAY, AUGUST 15.**

**[1940**

Factories and Shops Acts.

## DETERMINATION OF THE MINING ENGINE-DRIVERS BOARD.

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

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which, since 16th April, 1935, has had the power to determine the lowest prices or rates which may be paid to any person employed in the occupation of—

(a) a fireman, boiler attendant, boiler cleaner, or engine-driver in connexion with steam engines or steam boilers in or about mines or in or about plants for crushing metalliferous ores—

(b) an engine-driver or attendant in connexion with the use of internal combustion engines, compressed air engines, or electrical engines in or about mines or in or about plants for crushing metalliferous ores—

has made the following Determination, namely:—

(1) That on the 17th August, 1940, the adjusted Determination which came into force as from the beginning of the first pay period to commence in June, 1940, shall be revoked and replaced by this Determination.

(2) **WAGES PER WEEK OF 40 HOURS FOR EMPLOYEES WORKING UNDERGROUND AND 44 HOURS IN ANY OTHER PLACE.**

Apprentices or Improvers.	Other Employees.		
	—	Mining District of Gippsland, and the Dry Creek, Gaffney's Creek, Wood's Point, Matlock, Big River, Jamieson, Kevington, Mitta Mitta, Bethanga, Harrietville, Bright, Wandiligong, Alexandra, Walhalla, and Corryong Divisions of the Mining District of Beechworth.	All Other Parts of Victoria.
<i>s. d.</i>		<i>s. d.</i>	<i>s. d.</i>
If under 16 years of age .. .. . 38 0	Winding and haulage engine-drivers—		
16 and under 18 years of age .. .. . 48 6	(a) If they sometimes or always raise or lower human beings .. .. .	112 0	109 0
18 and under 19 years of age .. .. . 59 6	(b) If they do not raise or lower human beings .. .. .	106 0	103 0
19 and under 20 years of age .. .. . 77 0	Winch drivers—		
20 years of age, minimum rate for class of work done.	(a) If working underground or on surface of mines, and they raise or lower human beings .. .. .	102 0	99 0
If under the control of an engine-driver they start or stop an engine, 6s. per week extra shall be paid.	(b) If working underground or on surface of mines, and they do not raise or lower human beings .. .. .	99 0	96 0
	(c) On dredges .. .. .	99 0	96 0
PROPORTION.	Other drivers—		
Apprentices.	(a) Attending to a steam engine with condenser attached .. .. .	102 0	99 0
One apprentice to every three or fraction of three workers receiving not less than 82s. 6d. per week of 44 hours.	Attending to a steam engine without condenser .. .. .	99 0	96 0
Improvers.	(b) Operating a suction gas engine, other internal combustion engine, or electrically-driven plant—		
One improver to every three workers receiving not less than 82s. 6d. per week of 44 hours.	(i) if 50 h.p. or over .. .. .	99 0	96 0
	(ii) if under 50 h.p. .. .. .	96 0	93 0
	Motor Drivers or Attendants .. .. .	90 0	87 0
	Firemen—		
	(a) Attending one boiler .. .. .	90 0	87 0
	(b) Attending two boilers .. .. .	91 6	88 6
	(c) Attending three or more boilers developing 1,000 i.h.p. in the aggregate .. .. .	93 0	90 0
	Greasers .. .. .	88 0	85 0
	All others .. .. .	85 6	82 6

## JUVENILE WORKERS.

Juvenile workers (i.e., employees 17 to 19 years of age, both inclusive, working in a coal mine on an intermediate, air, or electrically-driven geared hauling winch operating intermittently on branch haulage roads to any one or more main haulage roads)—

## DAY SHIFT.

					s.	d.
17 years of age	..	..	..	..	58	3 per week
18 " "	..	..	..	..	69	0 "
19 " "	..	..	..	..	76	9 "

## AFTERNOON OR NIGHT SHIFT.

The rates to be paid for the afternoon or night shift shall be the rates provided for day shift, plus  $7\frac{1}{2}$  per cent.

## PROPORTION.

One juvenile worker to every three or fraction of three workers receiving not less than 82s. 6d. per week of 44 hours.

Where the employment or work involves functions of a mixed character the wages to be paid to an employee shall be calculated as if he performed such only of the said functions as involves the highest rate of wages.

(3) EXTRA RATES.—Extra rates payable, in addition to those mentioned in clause (2):—

	Per Week Extra. s. d.
Engine-drivers or firemen who also attend an electric generator or dynamo (other than a dynamo for merely lighting the works)	6 0
Engine-drivers or firemen in charge of plant	6 0
When two firemen are employed on the plant at the one time, one shall be a leading fireman and shall be paid	3 0
Greasers, if under the supervision of an engine-driver, they stop and start engines	6 0
Winch drivers hauling up or down shafts where the haul exceeds 150 feet	3 0
Greasers doing engine-drivers' work other than starting and stopping engines under the supervision of an engine-driver, shall be paid engine-drivers' rates.	

Any person engaged inside the gas or water space of any boiler, flue, or economizer, in cleaning or scraping work shall be paid whilst so employed, in addition to his ordinary or overtime rate, 9d. per hour extra.

(4) WEEKLY ENGAGEMENT.—(a) Except as hereinafter provided all employment shall be by the week. Employees to become entitled to payment on a weekly basis shall 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 employees effected. Employment shall be terminated only by a week's notice being given on either side, such notice to be given at any time during the week. This shall not affect the right of the management 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. Provided that where an employer orders employees not to work on rainy days because of the state of the weather, such order shall not deprive such employees of their claim for payment under the weekly engagement, but if such employees cease work on rainy days without being ordered to do so they shall not be entitled to payment for time so lost.

(b) Any employee, competent to do the work he is engaged to do, who is employed for less than six days from the date he starts work, and is refused work or dismissed without any fault of his own shall be entitled to be paid for each day so worked 10 per cent. more than one-fourth of the weekly rate prescribed by this Determination for the work performed by him, multiplied by the number of hours actually worked.

(5) OVERTIME.—(NOTE.—Nothing in this clause shall apply to persons working underground in a coal mine). Time and a half shall be paid for all work done:—

- (a) In excess of four hours on Saturday { where an ordinary week's work is  
and eight hours on other days { worked on six week days.
- (b) On Saturdays, and in excess of eight { where an ordinary week's work is worked  
hours 48 minutes on other days { on five week days (Monday to Friday).

The hourly rate on which the overtime additional rates shall be computed shall be one-fourth of the weekly rate prescribed in Clause (2) for the class of work done.

In reckoning the time of duty any time necessarily occupied in raising steam, in starting up or closing down engines, or in banking fires, shall be included.

(6) MEAL INTERVAL.—(a) Except on shift work, provision shall as far as practicable be made by the employer to enable an employee to have a midday meal interval of not less than 45 minutes nor more than one hour on all working days except Saturday. Such meal interval shall not be deemed to be time worked, and the time of ceasing work shall be extended by time equal to the duration of the meal interval.

(b) Employees on shift work shall be given a meal interval of half-an-hour whilst "standing by" their engines. Such interval shall be included as part of the day's work, and if an employee is required for work during same he shall be paid for such work at the rate of time and a half.

(7) SUNDAYS AND HOLIDAYS.—(a) Time and a half shall be paid for all work done on Sundays.

(b) An employee shall be entitled to the following six holidays without deduction of pay, viz.:—New Year's Day, Good Friday or Easter Monday (alternately at the option of the employer to be declared on or before the Monday before Good Friday), Labour Day, Anzac Day, Christmas Day, and Boxing Day, or any day which by Act of Parliament or proclamation shall be substituted for any of the abovementioned holidays, or any such other days not less than six as the employer may substitute for the employee with the consent of the Union through its nearest local representative.

(c) In the event of an employee being called upon to work on any of the above holidays or substituted holidays, he shall be paid for each day so worked an additional sum of one-sixth of his ordinary weekly wage.

(8) ANNUAL LEAVE.—In addition to the holidays provided for in Clause (7) an employee shall be entitled to annual leave on full pay for a period amounting to one day for every two months of his service during the year next preceding the annual leave, but subject to the following conditions:—

(a) The date of the leave shall be fixed by the employer.

(b) In order to claim the leave on pay each employee shall attend his work regularly, not losing more than one shift in each calendar month without valid reason, valid reasons being:—

- (i) Bona fide cases of accident or sickness.
- (ii) Business of which prior notice is given and approved by the Mine Manager.
- (iii) Some urgent matter of which prior notice could not be given, but which is reported to the Mine Manager at the earliest possible moment and approved by him.
- (iv) Business in connexion with the Union of which notice is given.
- (v) Absence of the employee through no fault of his own.
- (vi) Accident to the mine or works.

(c) Any employee who is discharged from his employment or leaves shall for every complete two months of service complying with condition (b) herein given to the employer since the employee's last annual leave (if any) hereunder shall be entitled to one day's pay at his ordinary rate at the time of discharge or leaving.

(9) **SICK PAY.**—All employees necessarily absent on account of sickness, or through an accident whilst at work, shall be entitled to six days' leave on full pay in each year, provided satisfactory evidence of such illness or accident is produced to the management within 24 hours of his first absence from work.

Sick pay shall be payable on the first pay day after becoming due.

(10) **DEFINITIONS.**—(a) "Engine-driver" shall mean and include any person who operates or drives any engine or engines, the motive power of which is steam, and shall include the operator or driver of an internal combustion engine, a compressed air engine, or electrical engine.

(b) "Winding and haulage engine-driver" shall mean and include an engine-driver who takes charge of the principal winding plant or plants (other than a Holman or similar baby hoist) on or below the surface of a mine, whether the motor power is steam, air, water, gas, oil, or electricity.

(c) "Winch driver" shall mean and include an engine-driver (other than a winding or haulage engine-driver, as defined in sub-clause (b)) in charge of and working a geared winding engine.

(d) An engine-driver shall be deemed to be "in charge of plant"—

(i) When two or more drivers are employed at the plant at one time, and he is the driver invested with the superintendence and responsibility; or

(ii) When a driver, being the only person of his class employed on the plant, does the general repair work of the plant in addition to the work of engine-driving, but not when he merely assists the fitter or engineer to do such work.

(11) **PERIODICAL ADJUSTMENT OF WAGES.**—The wages rates set out in clause (2) are based upon the following basic wage rates and, pursuant to the provisions of section 21 of the *Factories and Shops Act 1934*, shall be automatically increased or decreased by the same amount, and at the same time, as such basic wage rates, provided that the amount of wages for all junior employees shall be adjusted proportionately to the basic wage rate in the same place calculated to the nearest 6d., every change of amount not exceeding 3d. to be disregarded.

The basic wage rates shown hereunder shall be adjusted as prescribed in clause (12).

#### BASIC WAGE RATES.

Place.	Basic Wage.	Index Number Set Assigned.
Within 20 miles of G.P.O., Melbourne Within the Mining District of Gippsland, and the Dry Creek, Gaffney's Creek, Wood's Point, Matlock, Big River, Jamieson, Kevington, Mitta Mitta, Bethanga, Harrietville, Bright, Wandiligong, Alexandra, Walhalla, and Corryong Divisions of the Mining District of Beechworth, the contemporaneous wage provided for Melbourne with an additional 3s. per week. Within all other Districts of Victoria the contemporaneous wage provided for Melbourne.	£ s. d. 3 18 0	Melbourne

(12) **ADJUSTMENT OF BASIC WAGE.**—(a) Until the beginning of the first pay period to commence in November, 1940, the amounts of the basic wage shall be as prescribed in clause (11).

(b) For each future period of or near a quarter beginning with the first pay period to commence in a November, a February, a May, or an August, the amounts of such basic wage shall be adjusted by the following method according to the position and fluctuations (if any) of the Commonwealth Statistician's "All Items" retail price index numbers.

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

(1) The index number set to be applied to a place is that assigned thereto in clause (11).

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

(3) The amount assigned in the following table (or in any extension thereof) to the index number division comprising that number is to be ascertained.

(4) The basic wage shall be of that assigned amount during such period of or near a quarter.

TABLE.

Index Number Divisions.	Basic Wage.	Index Number Divisions.	Basic Wage.
	£ s. d.		£ s. d.
735-746 .. .. .	3 0 0	871-882 .. .. .	3 11 0
747-759 .. .. .	3 1 0	883-895 .. .. .	3 12 0
760-771 .. .. .	3 2 0	896-907 .. .. .	3 13 0
772-783 .. .. .	3 3 0	908-919 .. .. .	3 14 0
784-796 .. .. .	3 4 0	920-932 .. .. .	3 15 0
797-808 .. .. .	3 5 0	933-944 .. .. .	3 16 0
809-820 .. .. .	3 6 0	945-956 .. .. .	3 17 0
821-833 .. .. .	3 7 0	957-969 .. .. .	3 18 0
834-845 .. .. .	3 8 0	970-981 .. .. .	3 19 0
846-858 .. .. .	3 9 0	982-993 .. .. .	4 0 0
859-870 .. .. .	3 10 0		

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

J. W. RYAN, Chairman.

W. W. HARRIS, Secretary.

Melbourne, 2nd August, 1940.

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





# VICTORIA GOVERNMENT GAZETTE.

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THURSDAY, AUGUST 15.

[1940

Factories and Shops Acts.

## DETERMINATION OF THE GLUE AND GELATINE BOARD.

NOTE.—This Determination on the 16th August, 1940, applied to the following parts of Victoria, namely:—The Metropolitan District as defined in the Factories and Shops Acts and the Order in Council thereunder; such portions of the city of Sandringham as are not included within the said Metropolitan District; the cities of Ballarat, Bendigo, Geelong, Geelong West, and Warrnambool; the town of Newtown and Chilwell; the boroughs of Eaglehawk and Sebastopol; and the Shire of Beechworth.

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board appointed to “determine the lowest prices or rates which may be paid to any person employed in the trade of manufacturing glue and gelatine” has made the following Determination, namely:—

(1) That on the 16th August, 1940, the last previous Determination of this Board shall be revoked and replaced by this Determination

(2) ADULT MALES.

	Wages Per Week.
	s. d.
Men working in raw material stores .. .. .	90 0
Men working raw material cutting machine .. .. .	91 0
Men washing raw material and preparing limes and working a trotter plant .. .. .	90 0
Men working at lime pits .. .. .	92 0
Men in charge of and actually operating dollies .. .. .	92 0
Men assisting in dolly shed .. .. .	90 0
Men in charge of and actually working at boiling pans .. .. .	92 0
Men assisting in boiling shed .. .. .	90 0
Men in charge of and actually working at vacuum evaporators, bone kettles, glue and gelatine filters, concentrated liquor vats and coolers .. .. .	92 0
Assistants (male) to men in charge of and actually working at vacuum evaporators, bone kettles, glue and gelatine filters, concentrated liquor vats and coolers .. .. .	90 0
Men operating glue and gelatine cutters .. .. .	91 0
Assistants (male) to men operating glue and gelatine cutters .. .. .	90 0
Men working at drying tunnels .. .. .	90 0
Men engaged in grinding glue and gelatine .. .. .	91 0
Men engaged treating frames .. .. .	90 0
Glue and gelatine blenders, and store hands .. .. .	90 0
Men in charge of and actually working at scutching pan, hydraulic press, grease pans, grease filters and seeding tanks and washing trotter bones .. .. .	92 0
Assistants (male) to men in charge of and actually working at scutching pan, hydraulic press, grease pans, grease filters and seeding tanks and washing trotter bones .. .. .	90 0
Men working on vegetable glue dryers and grinders .. .. .	91 0
Men in charge of and actually working at vegetable and prepared glue vats .. .. .	92 0
Assistants (male) to men in charge of and actually working at vegetable and prepared glue vats, and store hands .. .. .	90 0
Men operating residue dryers .. .. .	92 0
Men crushing and bagging dried residues .. .. .	91 0
Men receiving and passing on bones .. .. .	92 0
Men operating degreasing plant .. .. .	92 0
Men assisting at degreasing plant and bone polishing .. .. .	91 0
Men engaged in washing and neutralizing vats .. .. .	90 0
Men engaged in crushing bone residues .. .. .	91 0
Men in charge of and actually operating pearl plant .. .. .	91 0
Assistants (male) to men in charge of and actually operating pearl plant .. .. .	90 0
Men not elsewhere included .. .. .	84 0

### Wages of Shift Workers.

Shiftmen on the first or day shift shall be paid at the ordinary time rates therefor.

Shiftmen on the second shift shall be paid therefor 5 per centum in addition to the ordinary time rate. Shiftmen on the third shift shall be paid therefor 7½ per centum in addition to the ordinary time rate.

(3)

## MALE JUNIORS.

										Wages Per Week.
										s. d.
14 to 15 years of age	..	..	..	..	..	..	..	..	..	16 6
15 to 16 years of age	..	..	..	..	..	..	..	..	..	23 6
16 to 17 years of age	..	..	..	..	..	..	..	..	..	31 6
17 to 18 years of age	..	..	..	..	..	..	..	..	..	40 0
18 to 19 years of age	..	..	..	..	..	..	..	..	..	47 6
19 to 20 years of age	..	..	..	..	..	..	..	..	..	56 0
20 to 21 years of age	..	..	..	..	..	..	..	..	..	63 0

(4) JUNIOR LABOUR.—(a) An employer may employ male juniors in any capacity except as hereunder provided that the proportion of male juniors to male adults employed in any department in the works, except that of laying out and packing gelatine or glue, shall not exceed one to two, and provided that the proportion of male juniors to male adults employed in the whole works, with the exception of the department of laying out and packing gelatine or glue does not exceed one to three.

When any boy is engaged he shall, if the employer require it, furnish a certificate or statutory declaration as to his age and the employer may rely on such certificate or declaration until or unless he has notice of its inaccuracy.

(b) No male juniors shall, except where it has been the custom of the employer to so employ them, be employed on any machine.

(c) No male junior under the age of eighteen years shall work on night shift.

(5) CONTRACT OF EMPLOYMENT.—(a) Employees other than casual workers shall be employed by the week. To be entitled to the week's pay an employee must be ready, willing and available to work during 48 hours of the week (provided that the working of 48 hours in such week would not involve the working by such employee of more than 176 hours for the four weeks ending at the end of such week) except on days (aggregating four in each year) for which he produces a medical certificate or other proof satisfactory to his employer of sickness. In order to terminate employment one week's notice shall be given to terminate on any day with payment to day of determination, or, in lieu of notice one week's pay shall be paid or deducted. Provided, however, that in the event of a stoppage through breakdown of machinery or any other cause for which the employer cannot be held responsible, the employer may on any day notify any employee that his services shall not be required on the following day or days, and the employee's employment shall be temporarily terminated accordingly, and he shall not be entitled to be paid for the time not worked.

Provided further that where under any scheme of insurance or of accident relief or provident fund to secure the benefit of which the employer has paid the necessary premium or contribution, compensation becomes payable for absences through sickness the employer shall not be bound to pay more of such wage than is sufficient with such compensation to make up the full amount for any such days.

(b) To meet emergencies any employer may engage an employee for a day or more on paying extra wages calculated on the basis of 5s. per week. Such employee shall not be paid for a holiday occurring during the week he is employed. Furthermore, to facilitate the rostering of workmen and to avoid the engagement of extra workmen who cannot be fully employed, casual workers may be employed at rates 10 per centum higher than those prescribed for weekly work.

(6) HOURS OF WORK.—(a) The standard hours for the industry shall be 176 per four weeks provided that not more than 48 hours may be worked in any week without payment of overtime.

(b) Except as otherwise provided herein, not more than eight and three-quarter hours on Monday to Friday inclusive and not more than four and a half hours on Saturday shall be worked at ordinary rates of pay, such hours to be worked between 7 a.m. and 6 p.m. on Monday to Friday inclusive and between 6.45 a.m. and 12.30 p.m. on Saturday.

(c) The break for meals shall be at least 45 minutes, or where the employer and the employees agree 42 minutes to be taken between 11.30 a.m. and 1.30 p.m.

(d) Starting and finishing times, and times for meals, shall not be altered except by agreement between the employer and his employees.

(e) The time of commencing and finishing shift and the meal times for shift-workers shall be fixed by agreement between the employer and his employees, provided that not more than 9½ hours shall be worked on any one shift.

(7) HOLIDAYS.—(a) An employee other than a shift-worker shall be entitled to receive the following holidays, and payment therefor, payment being included in the weekly wage prescribed herein:—Christmas Day, Boxing Day, New Year's Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, Australia Day, Tanners' Picnic Day if the picnic is held on a Saturday, or any other day by Act of Parliament or Proclamation substituted for any of the above-named days.

(b) If the engagement of an employee is terminated by his employer within fourteen days of any of the holidays set-out in sub-clause (a) hereof, the employee shall be paid for such holiday or holidays if and when the employee satisfies the employer that he (the employee) has not in the meantime commenced work with another employer.

(c) Shift-workers shall be entitled to nine days' holiday per annum, or nine days' pay in lieu thereof. On termination of service during the currency of any year payment shall be made *pro rata*.

(8) CONSTANT SERVICE LEAVE OR BONUS.—(a) In addition to the holidays provided for by Clause 7 hereof, an employee, whether a shift-worker, time-worker, or piece-worker, who remains in the service of the same employer for at least a year, shall, if the employment has not been terminated, be entitled to one day's leave of absence on full pay for every period of two complete consecutive calendar months comprised in his service in respect of which he has not already received leave or bonus hereunder.

(b) The employer shall have the right to fix the time when such leave will be given, but must fix a time so that the leave then accrued due will be wholly given in one continuous period within fifteen months after the beginning of the period of service in respect of which the leave is due, and if he does not so fix the time or so give the leave he shall, for each day of leave then due, forthwith give the employee two days' leave of absence on full pay.

Provided that the employer may, if he thinks fit, give at any time in advance the period of six or seven days' continuous leave on full pay prospectively due in respect of the six or seven (as the case may be) periods of two months' service comprised within such fifteen months.

Provided, further, that if the leave be given so that the employee is freed from work for the employer throughout the seven days of a week or throughout a period extended to more than such seven days by reason of holidays as provided in sub-clause (c) hereof, the leave comprised within such seven days or within such extended period shall for the purposes of this clause be deemed to be six days' leave.

(c) Where any of the holidays provided for in Clause 7 hereof so falls in the week as in the ordinary course to entitle an employee to be paid in respect of that holiday, although he does not work thereon, and that holiday happens to fall within that employee's period of leave of absence, the days in that period shall be reckoned in addition to that holiday.

(d) Any employee who voluntarily leaves or is discharged from his employment after he has been in such employment for at least six complete consecutive calendar months shall be paid a bonus of one day's pay for every period of two complete consecutive calendar months comprised in his service in respect of which he has not already received leave or bonus hereunder, the day's pay to be at the ordinary rate for the class of work usually being done by the employee about the time when he so leaves or is discharged.

Provided that where leave of absence for two days instead of one day should have been given in pursuance of sub-clause (b) hereof and has not been so given, such employee shall be paid a bonus of two days' pay in respect of each day of leave of absence that has not been so given.

(e) If the employee is a piece-worker the pay to be given for the period of leave of absence or as a bonus where leave is not given shall be at the rate fixed for a time-worker doing the same class of work as that of the employee.

(f) Where the employer is a successor or assignee or transferee of a business, and if an employee was in the employment of the employer's predecessor at the time when he became such successor or assignee or transferee, the employee in respect of the period during which he was in the service of the predecessor shall for the purposes of this clause be deemed to have been in the service of the employer.



(g) For the purposes of this clause the service shall be deemed to have continued and to continue unbroken and constant notwithstanding any interruption or determination of the employment by the employer if such interruption or determination has been or be made merely with the intention of avoiding obligation hereunder in respect of leave of absence or bonus.

(h) For the purposes of this clause, calendar months shall be reckoned as commencing with the beginning of the first day of the employment or period of employment in question, and as ending at the beginning of the day which in the latest month in question has the same date number as that which the commencing day had in its month, and, if there be no such day in such subsequent month shall be reckoned as ending at the end of such subsequent month.

(9) OVERTIME.—(a) Subject to the following, and except as to shift-workers, all time worked outside ordinary hours as prescribed in Clause 6 hereof, shall be paid for as overtime at the rate of time and a half for the first two hours and double time thereafter.

(b) Except as to shift-workers all work performed on Sunday and the holidays prescribed in Clause 7 hereof shall be paid for at double rates.

(c) For all time worked outside the hours of commencing and finishing shift as agreed under Clause 5 hereof and for all time worked in excess of 48 hours per week shift-workers shall be paid overtime at the rate of time and a half for the first two hours and double time thereafter. Provided that for all work performed on the first shift on Sunday, whether overtime or not, double rates shall be paid. Notwithstanding anything contained in this sub-clause an employee may be worked one first shift on Sunday in each four weeks without payment of overtime provided that his total hours of work during such four weeks do not exceed 168.

(d) Work performed during meal hours shall be paid for at double time rates.

(e) The following overtime work, including such work on a Sunday or a holiday as set out in sub-clause (a), (b), and (c) hereof shall be paid for at the rate of time and a half:—

(i) The effecting of repairs or renewals to and the cleaning of plant or machinery, or the emptying of cooler, where immediately necessary in order to enable work to proceed forthwith.

(ii) Emergency work, including thereunder the loading of wet glue or gelatine materials into lime pits or dollies on Saturday afternoon, the dropping of material from the dollies into trucks prior to loading boiling pans, the skimming of fat from glue pans in the boiling rooms and such other work as owing to the nature of the trade necessitates the immediate as distinct from the ordinary treatment of material to save it from going bad or its removal after it has gone bad.

(10) MIXED FUNCTIONS.—An employee engaged for more than half of one day on duties carrying a higher rate of pay than his ordinary classification shall be paid the higher rate for such day.

(11) PAYMENT OF WAGES.—(a) Wages shall be paid weekly not later than Thursday in each week at the works. Not more than two days' pay over and above that becoming due shall be kept in hand.

(b) Wages shall be paid in the employer's time or within five minutes of finishing time. If an employee be kept waiting for payment more than five minutes after finishing time he shall be paid overtime rates for the time so kept waiting.

(c) Should an employee be dismissed during the course of a week he shall be paid at the usual place of payment on demand there by him any wages which are legally due to him within fifteen minutes of dismissal.

(12) TOOLS OF TRADE.—The employer shall provide tools and implements of trade, leggings, aprons, gloves and respirators necessarily required by the employee in the performance of his duties.

(13) ACCOMMODATION.—Accommodation shall be provided for employees when changing their clothes and for washing. An adequate supply of drinking water and boiling water shall also be provided.

(14) SHOP STEWARDS OR UNION REPRESENTATIVE.—(a) Shop stewards appointed by employees in each workshop shall be allowed the necessary time during working hours to interview the employer or his representative on matters affecting employees whom they represent.

(b) The secretary or branch secretary of the union shall be allowed to visit the dining rooms during lunch hour to interview employees.

(15) POSTING DETERMINATION AND NOTICES.—The employer shall permit notice boards to be erected in a prominent position in his establishment for the purpose of posting any notices thereon in connexion with the legitimate business of the union. All such notices shall be signed by the branch secretary of the union.

(16) DEFINITIONS.—"Union" means the Australian Saddlery Leather, Leather, Sail, Canvas, Tanning, Leather Dressing, and Allied Workers Trades Employees Federation.

"Double time rates" or "rate of double time" shall mean, when applicable to ordinary or shift hours of work on a week day, holiday or Sunday, the ordinary hour rate payable as part of the weekly wage and, in addition, a rate equal to such ordinary hour rate; when applicable to hours worked outside the ordinary or shift hours on the days mentioned or in excess of 48 hours per week or 176 hours per four weeks the terms shall mean twice such ordinary rate.

"Casual worker" means an employee (other than a regular employee) employed by the hour.

"First or day shift" means any shift commencing at 6 a.m. or the first shift commencing thereafter.

"Junior" means a male person under the age of 21 years.

W. W. HARRIS, Chairman.

F. MCGREGOR, Secretary.

Melbourne, 2nd August, 1940.

