



VICTORIA GOVERNMENT GAZETTE.

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[1940

Factories and Shops Acts.

DETERMINATION OF THE KNITTING TRADE BOARD.

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

(b) Work on Sunday, except in certain prescribed circumstances, is prohibited by the *Factories and Shops (Sundays) Act* 1932, No. 4102.

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which since the 12th February, 1935, 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—

- (i) knitting or crocheting fabric, or any article of human wear;
- (ii) mending or repairing any knitted or crocheted fabric, or any knitted or crocheted article of human wear;
- (iii) spinning or preparing silk yarn."

has made the following Determination, namely:—

(1) That, on and after 28th December, 1940, the last previous Determination shall be revoked and replaced by this Determination.

WAGES PER WEEK OF 44 HOURS. (DAY SHIFT.)

(2)

JUNIORS.

Hosiery Section.

MALES.							FEMALES.																	
Experience.	Commencing Age.						Experience.	Commencing Age.																
	15 years or under.	16	17	18	19	20		15 years or under.	16	17	18	19	20											
	s.	d.	s.	d.	s.	d.	s.	d.	s.	d.	s.	d.	s.	d.										
1st six months	18	6	20	6	23	6	29	0	33	6	39	6	17	0	17	6	18	6	20	6	23	0	24	6
2nd "	20	0	22	6	26	6	32	0	37	0	42	6	17	6	19	0	20	6	22	6	25	6	35	6
3rd "	21	0	24	0	29	6	34	6	41	6	20	0	21	6	23	6	26	0	27	6
4th "	23	6	27	6	33	0	39	6	46	0	21	6	23	6	25	6	27	6	30	0
5th "	26	0	31	0	35	0	44	0	23	6	25	6	27	6	29	6	38	6
6th "	29	6	34	0	41	6	53	0	25	6	27	6	29	6	32	0
7th "	33	0	39	6	49	6	27	6	29	6	32	6
8th "	38	0	46	0	67	0	29	6	32	0	41	6
9th "	43	6	54	0	31	0	36	0
10th "	51	0	70	0	33	0	42	0
11th "	58	0	37	6
12th "	65	6	39	6
7th year	73	0	42	0

Any Other Section.

MALES.							FEMALES.						
Experience.	Commencing Age.						Experience.	Commencing Age.					
	15 years or under.	16	17	18	19	20		15 years or under.	16	17	18	19	20
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.		s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
1st six months	19 6	21 6	24 6	30 0	34 6	40 6	1st six months	18 0	18 6	19 6	21 6	24 0	25 6
2nd "	21 0	23 6	27 6	33 0	38 0	63 6	2nd "	18 6	20 0	21 6	23 6	26 6	36 6
3rd "	22 0	25 0	30 6	35 6	42 6	..	3rd "	21 0	22 6	24 6	27 0	28 6	..
4th "	24 6	28 6	34 0	40 6	4th "	22 6	24 6	26 6	28 6	38 6	..
5th "	27 0	32 0	36 0	45 0	5th "	24 6	26 6	28 6	31 0
6th "	30 6	35 0	42 6	66 0	6th "	26 6	28 6	30 6	39 6
7th "	34 0	40 6	50 6	7th "	28 6	30 6	33 6
8th "	39 0	47 0	68 0	8th "	30 6	33 0	42 6
9th "	44 6	55 0	9th "	32 0	37 0
10th "	52 0	71 0	10th "	34 0	43 0
11th "	59 0	11th "	38 6
12th "	66 6	12th "	40 6
7th year ..	74 0	7th year ..	43 0

Note.—Where the experience of a junior is gained over broken periods, the rate of wages payable shall be the rate fixed on experience, or that fixed for his new commencing age, whichever is the higher. The rates prescribed above for juniors shall apply only to such employees as are under 21 years of age.

PROPORTION (within any factory).

The proportion of juniors employed shall not exceed two to each employee receiving not less than the minimum adult rate. In determining the proportion of juniors to employees receiving the adult rate each shift shall be taken into account separately.

Provided that, in computing the proportion of juniors in the full-fashioned department of the knitting section, employees in the silk throwing division shall not be counted, and the count for the remainder of the full-fashioned department shall be taken over all the shifts.

The Board has prescribed a form of apprenticeship indenture.

OTHER EMPLOYEES.

Wages per Week of 44 Hours (Day Shift).

	Hodary Section.	Any Other Section.
	s. d.	s. d.
<i>Adult Males.</i>		
Mechanics on full-fashioned machines	105 0	..
Mechanics on all other machines	100 6	102 6
Operators of single unit full-fashioned machines	105 0	..
Operators of other full-fashioned machines (leggers and footers)—		
First year's experience	100 0	..
Thereafter	105 0	..
Pliers	100 0	..
Welt turners	90 0	..
Board and press hands	89 0	91 0
Electric machine outters	95 0	97 0
Hand outters	92 6	94 6
Warpers	89 0	91 0
Hand knitters on flat machines	92 6	94 6
Circular machine knitters	89 0	91 0
Millmen, scourers, bleachers, or shrinkers	88 0	90 0
Leading hand employed on dye machines or vats	93 0	95 0
All other dye-house employees operating or attending machines	87 0	89 0
All other machine operators or attendants	87 0	89 0
Warehousemen, oilers, or cleaners	87 0	89 0
Persons not otherwise provided for	83 0	85 0
<i>Adult Females.</i>		
Employees using Paramount or similar shapes	50 0	..
Operators of steam presses (except manual screw press)	49 0	51 0
Electric machine outters	57 0	59 0
Hand outters	50 0	52 0
Hand knitters on flat machines	52 0	54 0
Knitters on other machines	49 0	51 0
Linkers	52 0	54 0
Seamers, welters, overlockers, flat lockers, or interlockers	50 0	52 0
All other machine operators or attendants (including winders and operators of all finishing machines not otherwise mentioned)	49 0	51 0
Ironers	49 0	51 0
Clockers	52 0	..
Examiners, folders, graders, pairers, sorters, or parcelers	48 0	50 0
Menders on full-fashioned hose	52 0	..
Other menders	49 0	51 0
Persons not otherwise provided for	45 0	47 0

(3) DEFINITIONS.—(a) A "leading hand" is an employee on a shift where under eight hands are employed, and who is empowered by the management to supervise the work of the employees, but does not make major mechanical adjustments.

(b) "Union" means the Victorian branch of the Australian Textile Workers' Union.

(c) "Machine operator and/or attendant" means an employee who in the course of his duty is called upon to operate a machine and does not include an employee whose sole duty is carrying material to and from a machine.

(d) "Continuous process" means the working of three shifts per day from Monday to Saturday inclusive.

(4) **WEEKLY HOURS.**—That the number of hours to constitute an ordinary week's work shall be 44.

(5) **SHIFTS.**—Shifts as hereunder set forth may be worked in the industry:—

- (a) A day shift shall be a shift worked between the hours of 7 a.m. and 7 p.m. on Monday to Friday inclusive, and between the hours of 7 a.m. and 12 noon on Saturday.
- (b) A night shift shall be a shift worked between the hours of 7 p.m. and 7 a.m. on Monday to Saturday inclusive.
- (c) Any shift extending after 7 p.m. shall be paid at night shift rates for the time worked after 7 p.m., provided that any shifts commencing after 5 p.m. shall be paid at night shift rates throughout.
- (d) By mutual arrangement between the employer and his employees and with the concurrence of the Union, the hours of duty prescribed herein for night shift workers may be worked in four shifts without payment of overtime.

Under any such arrangement, all hours of duty beyond ten hours, even if they come within the starting and finishing times of a shift, shall be paid for at overtime rates.

- (e) Subject to the emergency provisions hereafter appearing, females shall be prohibited from working between the hours of 9 p.m. and 7 a.m. Provided that for the duration of the war the following provisions shall apply:—

Female employees and male juniors under seventeen years may be required to work between the hours of 6 a.m. and 10 p.m., subject to the following conditions:—

- 1. One shilling per shift extra shall be paid for each short shift.
- 2. An additional 6d. per shift shall be paid for each shift commencing before 7 a.m.
- 3. Time and a half shall be paid for all time worked after noon on Saturday.
- 4. No employee under the age of sixteen years shall be employed before 7 a.m.
- 5. (i) No short shift of females under these emergency provisions shall be substituted for any existing afternoon or night shift carried on by male labour.
- (ii) Where two shifts of females are employed by virtue of these provisions, as well as a night shift of males, at least one shift of females shall be dispensed with, if and when it is desired to work only two shifts.
- 6. Where junior male employees of seventeen years of age are required to work on an afternoon or night shift, they shall be paid the wage rate for a junior male of eighteen years.

- (f) Except in the case of employees employed under the provisions of sub-clause (e) of this clause, in addition to the rates payable for day shift workers, night shift workers shall be paid at the rate of 6s. per week extra unless engaged in a continuous process. If adult employees in such continuous process work three alternating shifts, they shall be paid 5 per cent. extra; if alternating afternoon and night shifts, 7½ per cent. extra. Male junior employees shall be paid 1s. per shift extra on afternoon or night shifts, with a maximum of 5s. per week.

- (g) By mutual agreement between an employer and his employees, and with the consent of the Union, a short shift may be worked without payment of night shift rate provided in this clause.

- (h) As far as practicable, employees shall work shifts in rotation.

(6) **OVERTIME.**—(a) Overtime shall be paid for work performed before or after the usual starting and finishing time of each shift, or after any employee has completed the ordinary hours of duty at time and a half for the first three hours on any one day, Monday to Saturday inclusive, and double time thereafter:

Provided, however, that in mills or factories where the 44 hours are worked in five days, Monday to Friday inclusive, time worked on Saturday shall be paid for at time and a half for the first four hours and double time thereafter.

(b) The usual starting and/or finishing time in any factory or part thereof shall not be altered, except on seven days' notice to the union.

(c) Employees required to work overtime for more than one hour without being notified the day immediately before that they will be required to work shall either be supplied with a meal by the employer or paid 1s. 6d. each. If the notice is given and overtime is not worked (except as a result of a breakdown in machinery or plant) the tea money prescribed herein shall be paid.

(d) Juniors under eighteen years of age for each period of overtime worked shall be paid 6d. up to two hours and 3d. for each additional hour or part of an hour in addition to their overtime earnings and any tea money to which they might be entitled.

(e) Youths under eighteen years of age and females required to work overtime shall be paid overtime at the rate of time and a half to a maximum of three hours in any one day, Monday to Saturday inclusive, and ten hours in one week, and double time thereafter:

Provided that in mills or factories where the 44 hours are worked in five days, Monday to Friday inclusive, the maximum daily hours under this sub-clause for Saturday shall be four hours.

(7) **TERMS OF ENGAGEMENT.**—(a) Engagement in the industry shall be on an hourly basis, except that notice equivalent to 44 working hours shall be given on either side to terminate employment. Such notice may be given at any time. This shall not affect the right of the employer to stand down employees at any time when no work is offering or to dismiss any employee without notice for malingering, inefficiency, neglect of duty, or misconduct (in which case wages shall be paid up to the time of dismissal only), or to deduct payment for any day the employee cannot usefully be employed because of any strike, or through any breakdown of machinery, or any stoppage of work, or any cause for which the employer cannot reasonably be held responsible.

(b) In lieu of such 44 working hours' notice, except in circumstances referred to above, the employer may pay 44 hours' wages and vice versa the employee leaving his or her employment without notice shall forfeit 44 hours' wages which may be deducted from any wages due.

(c) Where the employer terminates the employment of an employee within two weeks prior to a day on which a holiday occurs, and such employee is re-engaged within a period of two weeks after such holiday or holidays, the employee shall be paid for such holiday or holidays prescribed by this Determination, provided that such employee has been employed by the employer for a period of at least two weeks prior to the termination of employment.

(d) Any day worker starting work shall be entitled to at least half a day's pay, and any pieceworker to half a day's work.

(8) **MEAL HOURS.**—(a) A meal interval of not less than 45 minutes and not more than one hour shall be allowed each day, provided that, by mutual arrangement between the employees and the employer, a shorter meal time may be fixed, in which case it shall not be less than 30 minutes.

(b) Time and a half rates shall be paid to any employee required to work during his or her meal hour. No employee shall be compelled to work for more than five hours without a break for a meal. Provided, however, that where three shifts are worked in a continuous process and it is mutually arranged, there shall be no break for meals, but employees may take their meals in the employer's time as opportunity offers.

(c) An employee engaged in the maintenance of plant, when breakdowns occur, shall work meal hours at the ordinary rates herein prescribed whenever instructed so to do.

(d) Meal intervals having been fixed shall not be altered except on seven days' notice to the Union.

(9) **POSTING OF DETERMINATION.**—A copy of this Determination shall be posted by each employer in a prominent and accessible place in his establishment.

(10) **NOTICE BOARD.**—The employer shall permit to be erected in a prominent position in his establishment a notice board upon which representatives of the Union shall be allowed to post notices in connexion with union meetings or other legitimate business of the Union, provided such notices are not objected to by the management.

(11) **PAYMENT OF WAGES.**—Wages shall be paid weekly not later than Friday: Provided that where a shift finishes on a Saturday morning payment may be made on the Saturday.

Wages shall be paid during working hours, and any employee kept waiting for his or her wages, beyond the ordinary working hours, shall be paid at overtime rates for such waiting time: Provided that the present practice as to payment to employees on night shifts in each factory or mill shall continue.

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.

Not more than two days' pay of each employee shall be kept in hand by an employer.

(12) **CERTIFICATE OF SERVICE.**—An employee, if he or she asks for it, shall be entitled on termination of service to a certificate of length of service with an employer and the nature of the work upon which he or she was employed.

(13) **Bonus Payments.**—In all establishments in which tasks are set and employees are paid for extra production the tasks shall be so set as to permit adults of average capacity and juniors of average capacity in receipt of wages in excess of 25s. per week to earn at least 15 per cent. above the rates prescribed for their occupations and so as to permit juniors of average capacity in receipt of wages between 17s. and 25s. per week to earn at least 20 per cent., and juniors of average capacity in receipt of wages less than 17s. per week at least 25 per cent. in addition to the rates prescribed for their occupations.

(14) **TIME AND WAGES BOOK.**—(a) An employer shall keep a time and wages book or record in English showing the name of each employee, the age and/or experience of each employee paid as a junior under clause (2) hereof, the occupation of each employee, the hours worked each day or each week, and the wages and/or allowances paid each week.

(b) (i) When any junior employee is engaged the employer shall obtain and file in his records a certificate or declaration as to the age and experience of such junior employee, which shall be open for inspection as provided herein.

(ii) Any employee giving misleading or false information as to his or her experience and/or age shall be liable to penalties for breach of the Determination.

(c) The time occupied by an employee in filling in time books 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.

(d) The time and wages book or record shall be open for inspection to a duly accredited official of the Union during the usual office hours at the employer's office or other convenient place provided that no inspection shall be demanded unless the secretary of the Union or the branch secretary or organizer of any division suspects that a breach of this Determination is being or has been committed: Provided also that only one demand for such inspection shall be made in any one fortnight at the same establishment.

(15) **HOLIDAYS AND SUNDAY WORK.**—(a) Subject to the limitations mentioned hereinafter the following days shall be regarded as public holidays under this Determination:—New Year's Day, Good Friday, Easter Saturday (in establishments working a six-day week), Australia Day, Easter Monday, Labour Day, King's Birthday, Anzac Day, Christmas Day, and Boxing Day, or any other day observed in lieu thereof, or observed by local custom and substituted for one of the days hereinbefore mentioned by consent of the appropriate branch of the Union.

(b) Employees shall be paid for any of such holidays as fall on an ordinary working day of their employer's establishment, such payment to be to the full extent of the ordinary daily wage.

(c) Pieceworkers shall be paid for such holidays even though not worked at the ordinary rates payable to employees on time work doing the same class of work.

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

(e) When an employee is absent through illness or other reasonable cause from his or her employment for a period exceeding fourteen days the employee shall not be entitled to payment for any holidays occurring during such period of absence:

Provided that where an employer consents to an employee having leave beyond the fourteen days above-mentioned, payment shall be made for such holiday or holidays occurring in the period of absence.

(f) Production work in any factory is prohibited on Sundays unless in extraordinary circumstances and then only with the consent of the Secretary for Labour.

(g) All work done by time workers on the holidays prescribed in sub-clause (a) hereof and all work done by time workers on Sundays shall be paid for at the rate of ordinary time in addition to the ordinary rate; all such work done by pieceworkers shall be paid for at the ordinary rate payable to employees on time work doing the same class of work in addition to such piecework earnings.

(h) All employees engaged on repairs or renewals of the employer's plant or machinery necessary for the 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, if worked on holidays and Sundays be paid at the rate of time and a half.

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

Provided that where an employee works two complete shifts on a holiday, both shifts shall be paid for as holiday shifts.

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

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

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

(17) **RIGHT OF ENTRY.**—The secretary or branch secretary of the Union, or any person authorized by the Union, shall have the right to enter any factory or workshop for the purpose of interviewing and conversing with employees during the lunch hour or non-working time.

If any official so authorized makes himself objectionable during any such visit his right to visit may be determined by the employer affected.

(18) **PIECEWORK.**—(a) The lowest piecework price payable to any outside worker for performing any of the undermentioned work shall be as specified in the following schedule, viz.:—

Description of Work.	Price per Garment.		
	Knitting or Crocheting.	Finishing.	Wholly Making up.
	s. d.	s. d.	s. d.
Pullovers, or Sweaters, or Jumpers, power fabric	0 9	2 3	3 0
Cardigans or Jackets, power fabric	0 9	2 6	3 3
Pullovers, or Sweaters, or Jumpers, hand flat fabric	1 3	2 3	3 6
Cardigans or Jackets, hand flat fabric	1 3	2 6	3 9

In the case of garments with a chest measurement not exceeding 32", the above prices may be reduced as follow:—

Knitting or Crocheting	4d. per garment reduction
Finishing	8d. " " " "
Wholly making up	1s. 0d. " " " "

(b) Except as provided in the preceding sub-clause any employer may fix piecework prices for any process provided such prices enable adult employees of average capacity to earn at least the minimum weekly rate prescribed for their respective classes with the addition of 15 per cent. A schedule of such piecework prices shall be posted in the mill or factory and a copy thereof forwarded to the secretary of the local branch of the Union.

(c) Piecework prices now paid may be readjusted by employers to meet new circumstances created by this Determination before the expiry of six months from the date on which this Determination comes into force, but thereafter such prices shall not be altered except by mutual agreement between the employer and pieceworkers concerned.

(d) Where an employee has worked part of the week on piecework, he or she shall be entitled to his or her earnings in full for the actual time worked on piecework if the earnings are higher than the minimum rate for such time.

(e) Adults and juniors doing the same operations shall be paid the same piecework prices.

(f) As far as practicable, different grades of work shall be equitably divided between pieceworkers.

(g) A pieceworker who also instructs learners shall receive 10s. per week in addition to piecework earnings for the first week, 7s. 6d. for the second week, and 5s. for the third week, but at the end of the third week shall not be called upon to continue instructing a learner unless paid 5s. per week in addition to his piecework earnings.

(h) Male pieceworkers called upon to perform work before the usual starting time or after the usual finishing time shall, for the first three hours on any one day, Monday to Saturday inclusive, be paid 1s. per hour extra on the normal piecework price, and female pieceworkers 7d. per hour on the normal piecework price, and for any overtime beyond three hours, 2s. per hour, and 1s. 2d. per hour respectively.

Youths under eighteen years of age and females who work overtime extending over three hours in any one day or ten hours in any one week shall, for any overtime beyond three hours on any one day or ten hours in any one week, be paid at 2s. per hour for males and 1s. 2d. per hour for females:

Provided that in mills or factories where 44 hours are worked in five days, Monday to Friday inclusive, the maximum daily hours under this sub-clause, for Saturday, shall be four hours, before the overtime rates are increased beyond 1s. and 7d. per hour respectively.

(i) Pieceworkers on the employer's premises at the employer's request, ready and willing to work, shall for each pay period receive at least the time rate prescribed for their occupations.

(19) **ADDITIONAL PAYMENTS.**—(a) An employee who is required to change from one shift to another without two days' notice of such change of shifts, shall be paid 3s. extra as compensation for change.

(b) An employee who is employed as first aid man or woman, and who holds a first aid certificate, shall be paid 5s. per week extra.

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

(21) **LIMITATIONS.**—(a) Where practicable, each machine shall be stopped when being cleaned, the cleaning to be done in his or her working hours by the employee whose duty it is to do so.

(b) No female shall be required to lift or carry any article or goods weighing more than 30 lb. without one assistant for every 30 lb. weight.

(c) No female shall be required to use an iron weighing more than 8½ lb.

(d) No female shall be employed operating a manual screw press other than those now employed, and the rates now paid to females for such work shall be continued.

(e) One operator receiving not less than an adult operator's wage shall be employed on full-fashioned machines totalling eighteen heads or more.

(22) **OUTSIDE WORKERS.**—(a) No work of any description or class covered by this Determination shall be done or performed outside the employer's factory or workshop, except by a person who holds an outside worker's licence issued by the Secretary for Labour: Provided that no such outside worker shall employ any other person or persons whatsoever, save and except members of such worker's own family.

(b) An employer shall not have more than one outside worker for every twenty inside workers or fraction thereof.

(c) An outside worker shall be deemed to be a person who works by himself or herself, except as provided in sub-clause (a), and is not employed in a workshop or factory.

(d) The outside worker shall not work during any part of the day inside a workshop or factory.

(e) Every outside worker shall be paid the prescribed piecework prices or wages rates as the case may be.

(f) Every outside worker shall be provided, free of charge, with cotton, silk, thread, and all other sewings and trimmings used in the manufacture of garments.

(g) In the case of an employer delivering or collecting the work of such outside worker, the same shall be done without charge to such outside worker.

(h) Every employer who has work done elsewhere than in his factory or workshop shall complete, each calendar month, in respect of each outside worker in his employ, a return in the form prescribed by Schedule "A" to this Determination. Such return shall be lodged with the Secretary for Labour within seven days after the end of the calendar month to which it refers.

Every outside worker shall complete, each calendar month, in respect of the work done by him or her, a return in the form prescribed by Schedule "B" to this Determination. Such return shall be lodged with the Secretary for Labour within seven days after the end of the calendar month to which it refers.

(i) Except as provided in this clause no employer shall require or order or cause to be performed or contract for the performance of work of any class covered by or referred to in this Determination (including the work of preparing any material for manufacture or materials so prepared)—

(1) In any place other than his usual workshop or factory; and/or

(2) By any person or persons other than his employees usually employed at such workshop or factory.

(j) Nothing herein contained shall affect the right of the employer to contract, sub-contract, let, or sub-let to any person employing not fewer than four persons (exclusive of members of his or her own family) who conducts a workshop or factory, and is affected by this Determination.

(23) **LIMITATION OF EMPLOYER'S LIABILITY.**—Where an employer has made a payment to an employee, which payment purports to be a payment of the wages payable under this Determination to the employee for any period such employee shall not recover from his employer any further sums prescribed by this Determination in respect of any services rendered to such employer during such period, unless within a period of nine calendar months after the last day of such period a demand in writing of such further sum claimed has been given to the employer by the employee, or some person on his behalf.

(24) GENERAL.—(a) *Hot Water*.—Employees shall be provided with hot water free of charge.

(b) *Seats for Female Employees*.—When requested by employees, and where practicable, suitable seats shall be provided for female employees in positions handy to their work.

(c) *Rest Room*.—In factories where ten or more female employees are employed, a properly ventilated rest room shall be provided for the use of such female employees. It shall contain a suitable couch, two easy chairs, and a rubber hot water bag.

(d) *Dining Room*.—Proper dining room accommodation shall be provided by the employer when requested to do so by a majority of his employees.

(e) *First Aid Chest*.—The employer shall provide a properly equipped first aid chest. Such chest shall comply, as to its contents, with the requirements of the Factories and Shops Acts.

(f) *Clothing*.—When requested by the employees concerned, the employer shall provide employees working in the wool scouring dye house, milling and scouring, yarn dyeing and piece carbonizing (except piece drying) departments with suitable protective clothing, such as gloves and top boots or clogs, and (when working with acids) aprons. Employees shall take reasonable care of clothing so provided.

(g) *Tools of Trade*.—All materials and appliances required for the cleaning of machinery shall be supplied by the employer free of charge.

(h) *Changing Accommodation*.—Separate dressing accommodation shall be provided by the employer for male and female employees.

(i) *Morning Tea*.—Opportunities for morning tea shall be afforded by the employer to female employees between the hours of 10 a.m. and 11 a.m.

(j) *Floor Coverings, &c.*—Where practicable, wooden platforms shall be placed before machines, and no employee shall be called upon to stand on a bare concrete, or brick, or stone floor when operating or attending to a machine.

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

The basic wage rate and minimum rate shown hereunder shall be adjusted as proscribed in clause (26).

Place.	Needs Basic Wage (adjustable).	Constant Loading.	Total Basic Wage for Males.	Minimum Wage for Adult Females.	Index Number Set Assigned.						
	£ s. d.	s. d.	£ s. d.	£ s. d.							
Within the area to which this Determination applies ..	3 18 0	5 0	4 3 0	2 5 0	<table border="0"> <tr> <td rowspan="5">} Weighted average.</td> <td>Sydney ..</td> </tr> <tr> <td>Melbourne ..</td> </tr> <tr> <td>Adelaide ..</td> </tr> <tr> <td>Perth ..</td> </tr> <tr> <td>Hobart ..</td> </tr> </table>	} Weighted average.	Sydney ..	Melbourne ..	Adelaide ..	Perth ..	Hobart ..
} Weighted average.	Sydney ..										
	Melbourne ..										
	Adelaide ..										
	Perth ..										
	Hobart ..										

(26) ADJUSTMENT OF BASIC WAGE FOR ADULT MALES AND MINIMUM RATE FOR ADULT FEMALES.—(a) Until the beginning of the first pay period to commence in February, 1941, the amounts of the basic wage for males and the minimum rate for females shall be as proscribed in clause (25).

(b) During each future period of or near a quarter beginning with the first pay period to commence in a February, a May, an August, or a November, the amounts of the basic wage for males and minimum rate for females shall be adjusted by the following method according to the position and fluctuations (if any) of the Commonwealth Statistician's "All Items" Retail Price Index Numbers.

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

- (1) The Index Number set to be applied to a place is that assigned thereto in clause (25).
- (2) The Index Number for the calendar quarter next preceding the period of or near a quarter for which the adjustment is made is to be ascertained.
- (3) The amounts assigned in the following table (or any extension thereof) to the Index Number Division comprising that Number to be ascertained.
- (4) The basic wage for males and minimum rate for females shall be of those respective assigned amounts during such successive period of or near a quarter.

TABLE.

Index Number Divisions.	Needs Basic Wage (adjustable).	Constant Loading.	Total Basic Wage for Males.	Minimum Wage for Adult Females.	Index Number Divisions.	Needs Basic Wage (adjustable).	Constant Loading.	Total Basic Wage for Males.	Minimum Wage for Adult Females.
	£ s. d.	s. d.	£ s. d.	£ s. d.		£ s. d.	s. d.	£ s. d.	£ s. d.
846-858 ..	3 9 0	} 5 0	3 14 0	2 0 0	957-960 ..	3 18 0	} 5 0	4 3 0	2 5 0
859-870 ..	3 10 0		3 15 0	2 0 6	970-981 ..	3 19 0		4 4 0	2 5 6
871-882 ..	3 11 0		3 16 0	2 1 0	982-993 ..	4 0 0		4 5 0	2 6 0
883-895 ..	3 12 0		3 17 0	2 1 6	994-1006 ..	4 1 0		4 6 0	2 6 6
896-907 ..	3 13 0		3 18 0	2 2 0	1007-1018 ..	4 2 0		4 7 0	2 7 0
908-919 ..	3 14 0		3 19 0	2 2 6	1019-1030 ..	4 3 0		4 8 0	2 7 6
920-932 ..	3 15 0		4 0 0	2 3 0	1031-1043 ..	4 4 0		4 9 0	2 8 0
933-944 ..	3 16 0		4 1 0	2 3 6	1044-1055 ..	4 5 0		4 10 0	2 8 6
945-956 ..	3 17 0		4 2 0	2 4 6	1056-1067 ..	4 6 0		4 11 0	2 9 0

The Index Number Divisions in this table are based upon the equating of the Index Number 1,000 with a basic wage of 8s. per week, and any extension of the table must be constituted similarly.

(c) The amounts of the weekly rates for Apprentices and Improvers shall be adjusted proportionately to adjustments of the needs basic wage for males and minimum wage for adult females, as the case may be, calculated to the nearest sixpence, any exact threepence in the result to be reckoned as sixpence, and shall accord with the rates payable from time to time under the appropriate award of the Commonwealth Court of Conciliation and Arbitration.