



VICTORIA GOVERNMENT GAZETTE.

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No. 65]

MONDAY, MARCH 10.

[1941

Factories and Shops Acts.

DETERMINATION OF THE CIGAR TRADE BOARD.

This Determination on the 7th March, 1941, applies to the following parts of Victoria, namely:—The Metropolitan District as defined in the Factories and Shops Acts and the Order in Council thereunder, and such portion of the city of Sandringham as is not included within the said District; the cities of Ballarat, Bendigo, Geelong, Geelong West, and Warrnambool; the town of Newtown and Chilwell; and the boroughs of Eaglehawk and Sebastopol.

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 or persons or classes of persons employed in the process, trade, or business of Cigar Making," has made the following Determination, viz.:—

(1) That on the 7th March, 1941, the last and all previous Determinations of this Board shall be revoked and replaced by this Determination.

(2) **APPRENTICES AND IMPROVERS.**

Wages per Week of 44 Hours.		Number (in any place).																							
<p>Making cigars or sorting and packing cigars:—</p> <p style="text-align: center;">APPRENTICES.</p> <p>Experience—</p> <table border="0"> <tr> <td>1st year—</td> <td style="text-align: right;">s. d.</td> </tr> <tr> <td>1st six months</td> <td style="text-align: right;">15 0</td> </tr> <tr> <td>2nd six months</td> <td style="text-align: right;">17 6</td> </tr> <tr> <td>2nd year</td> <td style="text-align: right;">25 0</td> </tr> <tr> <td>3rd year</td> <td style="text-align: right;">37 6</td> </tr> <tr> <td>4th year</td> <td style="text-align: right;">47 6</td> </tr> </table> <p>or in lieu of weekly wages the work may be paid at the following piece-work prices:—</p> <table border="0"> <tr> <td colspan="2" style="text-align: center;"><i>Making Cigars.</i></td> </tr> <tr> <td>2nd year ..</td> <td>One-third of the piece-work prices.</td> </tr> <tr> <td>3rd year ..</td> <td>Two-thirds of the piece-work prices.</td> </tr> <tr> <td>4th year ..</td> <td>Three-quarters of the piece-work prices.</td> </tr> <tr> <td colspan="2" style="text-align: center;"><i>Sorting and Packing Cigars.</i></td> </tr> </table>		1st year—	s. d.	1st six months	15 0	2nd six months	17 6	2nd year	25 0	3rd year	37 6	4th year	47 6	<i>Making Cigars.</i>		2nd year ..	One-third of the piece-work prices.	3rd year ..	Two-thirds of the piece-work prices.	4th year ..	Three-quarters of the piece-work prices.	<i>Sorting and Packing Cigars.</i>		<p style="text-align: center;">APPRENTICES.</p> <p>One male apprentice to every three or fraction of three male workers receiving not less than the minimum wage. One female apprentice to every three or fraction of three female workers receiving not less than the minimum wage. (An amended indenture of apprenticeship prescribed was approved on 5.2.12.)</p> <p style="text-align: center;">IMPROVERS.</p> <p>One male improver to every twenty or fraction of twenty male workers receiving not less than the minimum wage. One female improver to every twenty or fraction of twenty female workers receiving not less than the minimum wage.</p>	
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<i>Sorting and Packing Cigars.</i>																									
In Boxes of—																									
	500 cigars.	250 cigars.	100 cigars.	50 cigars.	25 cigars.	10 cigars.																			
	per 1,000.	per 1,000.	per 1,000.	per 1,000.	per 1,000.	per 1,000.																			
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.																			
1st year	1 0	1 0	1 0	1 3	1 6	2 0																			
2nd year	1 3	1 3	1 3	1 6	2 3	2 6																			
3rd year	1 6	1 6	1 9	2 0	2 9	3 0																			
4th year	2 0	2 0	2 3	2 6	3 3	3 6																			
		IMPROVERS.				s. d.																			
						37 6																			
						52 6																			
						65 0																			

(3) JUVENILE WORKERS, i.e., persons under 21 years of age (other than apprentices or improvers)—

Males.

Employed in—	Wages per Week of 44 Hours.							
	1st Year's Experience.				2nd Year's Experience.		Third Year's Experience.	Fourth Year's Experience.
	First Three Months.	Second Three Months.	Third Three Months.	Fourth Three Months.	First Six Months.	Second Six Months.		
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
Making cigar boxes	17 6	17 6	20 0	20 0	30 0	32 6	44 6	57 6
Turning bunches	17 6	17 6	20 0	20 0	30 0	32 6	44 6	57 6
Stripping fillers	17 6	17 6	20 0	22 6	Piece-work prices	Piece-work prices	Piece-work prices	Piece-work prices

Provided that, for the purposes of this Determination, experience in any of the above sections shall be deemed to be experience in any other section.

Age.

	14 years.	15 years.	16 years.	17 years.	18 years.	19 years.	20 years.
Any other class of work for which the rate of wages fixed does not exceed 99s. per week of 44 hours	17 6	20 0	22 6	30 0	36 0	48 6	57 6

Females.

Employed in—	Wages per Week of 44 Hours.							
	1st Year's Experience.				2nd Year's Experience.		Third Year's Experience.	Fourth Year's Experience.
	First Three Months.	Second Three Months.	Third Three Months.	Fourth Three Months.	First Six Months.	Second Six Months.		
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
Trimming cigar boxes	15 0	17 6	20 0	22 6	25 0	30 0	Piece-work prices	Piece-work prices
Stripping and booking cigar bunch wrapper leaf	32 6	32 6	32 6	32 6	42 6	45 0	Minimum wage	Minimum wage
Ringling cigars	15 0	17 6	20 0	22 6	Piece-work prices	Piece-work prices	Piece-work prices	Piece-work prices
Stripping fillers	15 0	17 6	20 0	22 6	"	"	"	"
Packing cigars, viz. :—								
Havanette	15 0	17 6	20 0	22 6	"	"	"	"
Royal Bengals	15 0	17 6	20 0	22 6	"	"	"	"
Bonanzas	15 0	17 6	20 0	22 6	"	"	"	"
Gem of East Cigarillos	15 0	17 6	20 0	22 6	"	"	"	"
Swiss	15 0	17 6	20 0	22 6	"	"	"	"
Cartons or parcels	15 0	17 6	20 0	22 6	"	"	"	"
Machine work, viz. :—								
Making bunches	15 0	17 6	20 0	22 6	"	"	"	"
Covering cigars	15 0	17 6	20 0	22 6	"	"	"	"
Swiss	15 0	17 6	20 0	22 6	"	"	"	"
Lucky Hit	15 0	17 6	20 0	22 6	"	"	"	"
Havanettes	15 0	17 6	20 0	22 6	"	"	"	"
Senoritas	15 0	17 6	20 0	22 6	"	"	"	"

Provided that, for the purposes of this Determination, experience in any of the above sections shall be deemed to be experience in any other section.

Age.

	14 years.	15 years.	16 years.	17 years.	18 years.	19 years.	20 years.
Any other class of work for which the rate of wages fixed for adults does not exceed 51s. 6d. per week of 44 hours	16 6	19 0	22 0	25 0	29 0	34 0	39 0

(4)

OTHER EMPLOYEES.

	Wages per Week of 44 Hours.	
	<i>£</i>	<i>s. d.</i>
Strippers and bookers of cigar covering leaf (males)	5	2 6
Strippers and bookers of cigar covering leaf (females)	3	9 6
Strippers and bookers of cigar bunch wrapper leaf (females)	2	19 0
Cigar box makers (males)	5	5 0
Persons re-tying or boxing cigars, or engaged at any other work connected with sorting or packing cigars not specified herein (females)	2	15 0
Stripping fillers (males)	4	19 0
All others (males)	4	19 0
(females)	2	11 6

(5) OVERTIME.—That any employee who in any week works for any time in excess of 44 hours shall be paid for such extra time at the rate of time and a half.

(6) HOLIDAYS.—All weekly wage employees shall be granted the following holidays without deduction of pay, viz.—Australia Day, Labour Day, Good Friday, Easter Monday, Anzac Day and Melbourne Cup Day—when such holidays are observed on Monday, Tuesday, Wednesday, Thursday, or Friday.

Pieceworkers shall be granted the same holidays as are granted to weekly wage employees.

Adult pieceworkers shall be paid for such holidays at the "All Others" rate provided for weekly wage employees.

Juvenile pieceworkers shall be paid at the rates provided for such employees under the age scale in Clause 3.

Provided that an employee who is voluntarily absent on the working day immediately preceding and the day immediately succeeding any one of the above-mentioned holidays, shall not be entitled to payment for such holiday.

(7) PIECE-WORK PRICES.—That the lowest piece-work prices payable to any person or persons engaged in the following kinds of work shall be:—

MAKING CIGARS.
HAND WORK.

	Length of Cigars up to and including—	Per 100 Cigars
	inches.	s. d.
Extra Magnum	5 ¹ / ₁₆	11 8
Extra Magnum	5 ³ / ₁₆	12 8
Consuelo shape	4 ¹ / ₂	10 7 ¹ / ₂
Flor de Naves shape	4 ¹ / ₂	10 0 ¹ / ₂
Bueno shape	4 ¹ / ₂	9 1
Long Bueno	4 ³ / ₁₆	9 8
Ordinary taper shape	4 ¹ / ₂	9 1
Panetelas shape, with point	5	8 5 ¹ / ₂
Panetelas shape, with flat tops	5	8 11 ¹ / ₂
Southern Cross (no point)	5 ¹ / ₂	5 10
Meritas Bueno	4 ¹ / ₂	9 1 ¹ / ₂
Meritas Bueno	4 ³ / ₁₆	9 8
Corona shape	5 ⁵ / ₁₆	12 3 ¹ / ₂
Three-quarter Corona shape	5	10 5
Half Corona shape	3 ¹ / ₂	8 1 ¹ / ₂
Italian shape (no binder)	6 ¹ / ₂	3 4
Italian shape, bunch making and rolling	6 ¹ / ₂	4 5 ¹ / ₂

MAKING CIGARS.

HAND WORK—CLEAR HAVANA.

Bouquet Super. Finos	4 ¹ / ₁₆	9 9
Castelares	4 ⁷ / ₁₆	9 9
Bueno	4 ³ / ₁₆	9 6
Full Corona	5 ⁵ / ₁₆	12 9 ¹ / ₂
Three-quarter Corona	5	11 0
Half Corona	3 ¹ / ₂	8 7 ¹ / ₂
Petit Ducs	3 ⁷ / ₁₆	7 5
Maquillas	5 ⁵ / ₁₆	12 9 ¹ / ₂
Perlas	3 ¹ / ₁₆	7 8

Sixpence extra per hundred to be paid for every additional quarter of an inch or portion thereof in length of cigars.

NOTE.—For the purpose of this Determination the term "Clear Havana" shall be deemed to mean a cigar made entirely with Havana tabaccos.

MOULD WORK.

Shape.	Length of Cigare. up to and including—	Dry Work.	Where Moulds, inclusive, are used.		
			Where 10 to 12 Moulds or over are used.	Where 5 to 9 Moulds, inclusive, are used.	Where up to 4 Moulds, inclusive, are used.
	inches.	s. d.	s. d.	s. d.	s. d.
Flor-de-Naves	4 ¹ / ₂	5 10	6 2	7 0	7 3
Half Corona shape	3 ¹ / ₂	6 9	7 0	7 3	7 10
Bueno, straight	4 ¹ / ₂	5 7	5 10	6 9	7 9
Bueno, long	4 ³ / ₁₆	6 9	7 0	7 3	7 10
Bueno, long	5 ¹ / ₂	8 5 ¹ / ₂	8 8 ¹ / ₂	8 11 ¹ / ₂	9 6
Bueno, long	6	9 6	9 9	10 0 ¹ / ₂	10 8
Monopole Rothchilds	4 ¹ / ₂	5 7	5 10	6 6 ¹ / ₂	7 0
Castella Special Tuck	4 ¹ / ₂	7 0	7 3	7 6	8 1
Gloria	4 ¹ / ₂	8 11 ¹ / ₂	9 6
Sirdar	4 ¹ / ₂	7 6 ¹ / ₂	8 1
Monopole Bouquet	4 ⁷ / ₁₆	6 9 ¹ / ₂	7 3 ¹ / ₂
Casino C.W.	4 ¹ / ₂	7 6 ¹ / ₂	8 1 ¹ / ₂
Ordinary common straight	3 ¹ / ₂	5 1	5 4	5 7	6 2
Ordinary taper	4 ¹ / ₂	5 1 ¹ / ₂	5 4 ¹ / ₂	5 7 ¹ / ₂	6 2
Rheingold	4 ¹ / ₂	5 3	5 6	5 9	6 3 ¹ / ₂
Extra taper similar to Hanesa	4 ¹ / ₂	5 1	5 4	5 7	6 2
Monopole Minors	3 ¹ / ₂	4 10 ¹ / ₂	5 1 ¹ / ₂	5 4 ¹ / ₂	5 10 ¹ / ₂
A 9	4 ⁷ / ₁₆	..	6 5	6 9	7 3
5 DP	5 ¹ / ₂	9 2 ¹ / ₂	9 9
5 H	4 ¹ / ₂	6 0 ¹ / ₂	..
7 F and 11 N	4 ⁷ / ₁₆	5 4 ¹ / ₂	5 8	5 11	6 7
14 RT	4 ¹ / ₁₆	9 1 ¹ / ₂
15 FJ	4 ⁷ / ₁₆	..	6 0 ¹ / ₂	6 3 ¹ / ₂	6 10 ¹ / ₂

MANILLA WORK.

	Length of Cigars, up to and including—	Per 100 Cigars.
	inches.	s. d.
Cheroots, Cortado Fino—Where not less than four moulds are used	3 $\frac{1}{8}$	3 4 $\frac{1}{2}$
Cheroots, Cortado de la Reina—Where not less than four moulds are used	4 $\frac{1}{16}$	3 7 $\frac{1}{2}$
Cheroots, Cortado Delicioso—Where not less than four moulds are used	4 $\frac{1}{4}$	4 6 $\frac{1}{2}$

	Length of Cigars, up to and including—	Prices per 100 Cigars where the number of Moulds used is—			
		2, 3, or 4.	5 or 6.	7 or 8.	More than 8.
	inches.	s. d.	s. d.	s. d.	s. d.
Perlas	3 $\frac{1}{8}$	6 9	6 2	5 10	5 7
Reina Victoria	4 $\frac{1}{4}$	8 5 $\frac{1}{2}$	7 10	7 6	7 3
Perfectos (old)	4 $\frac{1}{4}$	9 2 $\frac{1}{2}$	8 8 $\frac{1}{2}$	8 5 $\frac{1}{2}$	8 1
Perfectos (new)	4 $\frac{1}{16}$..	7 6
High Life in the East	4 $\frac{1}{2}$	6 9	6 2	5 10	5 7
Londres	4 $\frac{1}{2}$	6 2	5 7	5 4	5 1
1A Habano	4 $\frac{1}{2}$	6 6 $\frac{1}{2}$	6 0 $\frac{1}{2}$	5 9	5 4 $\frac{1}{2}$
2A Habano	4 $\frac{1}{2}$	5 2
3A Habano	4 $\frac{1}{2}$	4 10 $\frac{1}{2}$
4A Habano	4 $\frac{1}{2}$	4 8 $\frac{1}{2}$
5F	4 $\frac{1}{2}$..	5 7

Penaal work 10s. 0 $\frac{1}{2}$ d. per 100 cigars.

Where not otherwise specified, threepence extra per 100 to be paid for every additional quarter of an inch or portion thereof in length of cigars up to 5 inches, and thereafter sixpence for each additional quarter of an inch.

NOTE.—The lowest piece-work price payable to any person engaged covering bunches by hand shall be two-thirds of the piece-work price for making the cigars (mould work), and for making bunches by hand shall be one-third of the piece-work price for making the cigars (mould work).

Extras—	Per 100 Cigars.
	s. d.
For making any cigars covered with Brazil, Havana, or Mexican tobacco	0 6 extra
When the "bunches" are pressed and turned by the cigar maker	0 3 ..
For making cigars longer than the mould by not more than one-sixteenth of an inch	0 3 ..

NOTE.—For the purpose of this Determination, "Dry Work" means bunches made one day and covered the next, irrespective of the number of moulds used.
No cigar shall be made more than $\frac{1}{16}$ " shorter than the mould.

SORTING AND PACKING CIGARS.

Description of Cigars.	In Boxes of—					
	500 Cigars.	250 Cigars.	100 Cigars.	50 Cigars.	25 Cigars.	10 Cigars.
	per 1,000.	per 1,000.	per 1,000.	per 1,000.	per 1,000.	per 1,000.
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
Hand work	5 4 $\frac{1}{2}$	5 10 $\frac{1}{2}$	7 5	} 7 11 $\frac{1}{2}$
Monopole shape	5 1	5 7	6 11	
Panetelas, block work	4 9 $\frac{1}{2}$	5 4	6 8	
Manila cheroots, hand or paper	5 1	5 7	..	
Manila cheroots, small block work	4 4 $\frac{1}{2}$	4 10 $\frac{1}{2}$..	
Cigars, bundles with two ribbons	5 4	5 7	..	
Matador block work	4 8 $\frac{1}{2}$	5 1	..	
Bueno shape, covered with Mexican tobacco	4 8	5 2 $\frac{1}{2}$	6 6 $\frac{1}{2}$	
Other Buena shape	4 4 $\frac{1}{2}$	4 10 $\frac{1}{2}$	6 5	
Ordinary taper shape	4 4 $\frac{1}{2}$	4 10 $\frac{1}{2}$	6 5	
Extra taper shape, similar to Dona Sol	5 1	5 1	6 5	
Ordinary common straight shape	3 7	4 1	5 10 $\frac{1}{2}$	
"Queen's" tied with one ribbon	4 4 $\frac{1}{2}$	
"Queen's" tied with two ribbons	4 7 $\frac{1}{2}$	
Manila, tied in bundles of ten	3 11 $\frac{1}{2}$	3 11 $\frac{1}{2}$	
Manila, flat, tied in bundles of ten	4 7 $\frac{1}{2}$	
Manila, long, tied in bundles of ten	4 6 $\frac{1}{2}$	
Manila, loose	4 4 $\frac{1}{2}$	4 10 $\frac{1}{2}$	6 5	
Extra, Magnum	6 11	7 5	8 8 $\frac{1}{2}$	
Sirdar	5 1	5 7	6 11	
Monopole Bouquet	4 6 $\frac{1}{2}$	5 1	..	
Casino C.W.	5 1	5 7	6 11	
Rheingold	4 4 $\frac{1}{2}$	4 10 $\frac{1}{2}$	6 5	
92AA	3 7	
14RT	5 7 $\frac{1}{2}$	6 2	7 11 $\frac{1}{2}$	
5DP	5 7 $\frac{1}{2}$	6 2	7 11 $\frac{1}{2}$	
Full Corona hand work	6 2	6 8	7 11 $\frac{1}{2}$	

Extras—	Per 1,000 Cigars.
	s. d.
For sorting and packing all cigars with rings	0 6 extra
For sorting and packing all cigars faced rights and lefts	0 6 ..
For sorting and packing all cigars covered with Havana tobacco	0 6 ..

PACKING CIGARS (FEMALES).

	Per 1,000 Cigars.	
	s.	d.
Royal Bengal, 5 in a packet	1	2½
Gem of the East Cigarillos, 9 in a box	1	0½
Swiss, packing in bundles of 25	0	7½
Swiss, banded and finished in 250's	0	7½
92aa, packing in trays	0	4
92aa, packing in 6's, packets and finishing	0	10
Havanettes, packing and finishing	1	4½

MACHINE WORK (FEMALES).

Making Bunches.		Per 1,000 Bunches.	
		s.	d.
Long-filler machine		2	9½
5AA, 7AA		2	0½
Points 2F		2	3½
7J, 92AA		2	1½

Making throughout.		Per 100 Cigars.	
		s.	d.
Swiss or Lucky Hit		1	5
Havanettes		0	11½

Covering Cigars.		Per 1,000 Cigars.	
		s.	d.
5AA, 7AA, 7J		2	6
92AA		2	6

BOX TRIMMING (FEMALES).

	Per 100 Boxes.	
	s.	d.
Hinging (not 5aa)	0	6½
Hinging and lidding 5aa	0	5½
Lining	1	6
Edging, ordinary	4	6
Edging, narrow embossed paper	7	6
Edging, narrow paper	7	0
Edging, Magnum paper	6	3
Edging, Varnished boxes	6	0
Edging, lid	1	0
Inside labels, lid	1	0
Inside labels, flap gummed	0	4
Extra flap label on flap	0	4
Outside labels, ends	0	4
Outside labels, locks	0	4
Outside labels, extra locks	0	4
Outside labels, lid, brand, cut	0	9
Outside labels, lid, brand	0	6
Full wrapping, Glascine	1	3
Full wrapping, Cellophane	1	3
Half wrapping, Cellophane	0	9
Half wrapping, Glascine	0	9
Brown paper wrapping packets, W/2 labels	5	6
Stencilling	0	6

Samples—		Per Box.	
		s.	d.
With trays		0	5
No trays		0	2

RINGING CIGARS (FEMALES).

		100's and 50's.		25's.	10's.	4's and 6's.		
DRY WORK.		s.	d.	s.	d.	s.	d.	
Monopole Magnum		2	5½	2	5½	2	5½	Slips under rings, 6d. per 1,000 extra.
Monopole Maxim		2	5½	2	5½	2	8½	
Monopole Bueno		1	11	1	11	2	3	
Matador		1	11	1	11	1	11	
Gem of the East, Perfecto		1	11	1	11	1	11	
Gem of the East, Perlas		1	11	1	11	1	11	
Gem of the East, Cheroots		2	3	2	3	2	7	
All others		1	11	1	11	1	11	
Fresh work in bundles		1	6	1	6	

STRIPPING FILLERS.

ADULT FEMALES AND ALL JUVENILE WORKERS.

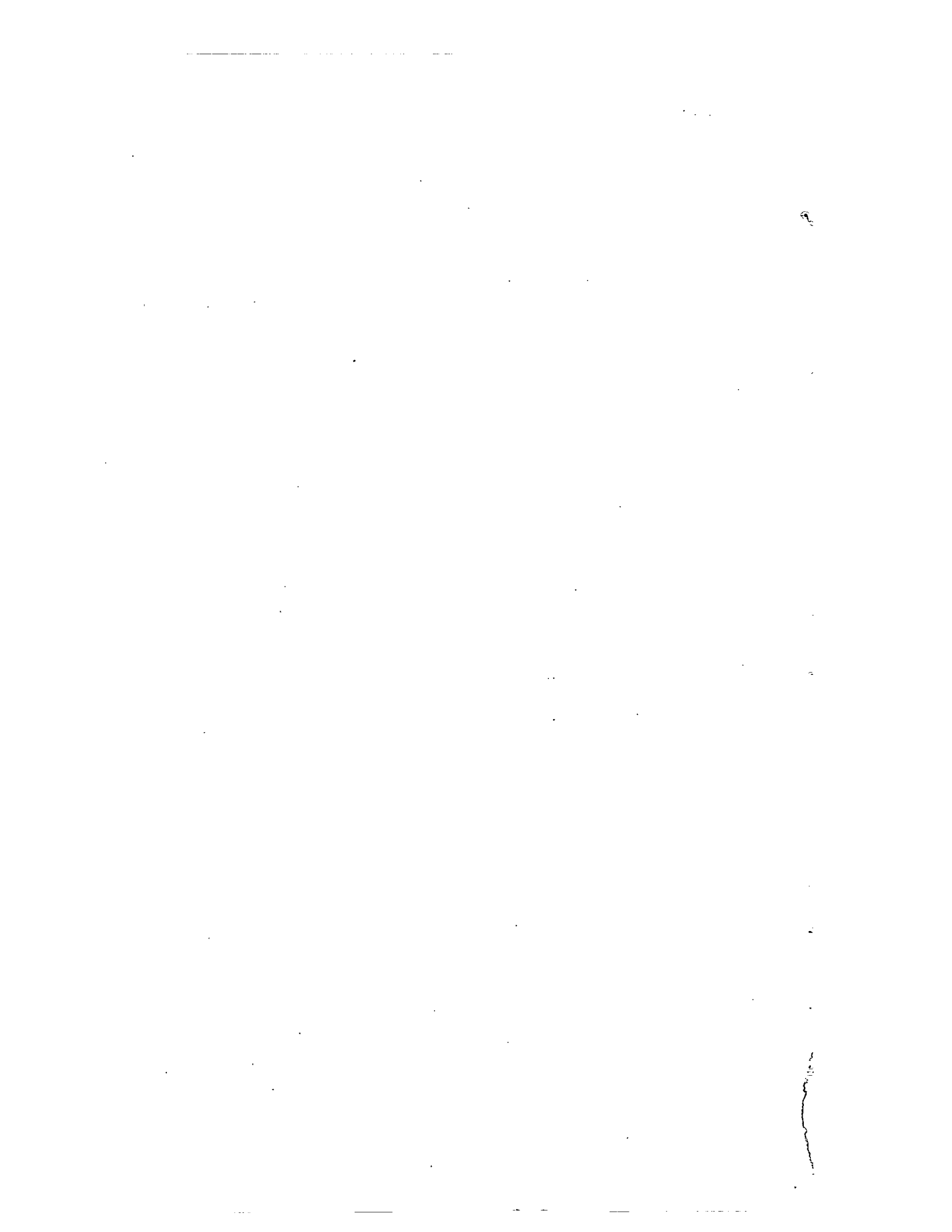
Wet Weight on Strips Returned.

	Per lb.	
	s.	d.
Brazil	0	7½
Havana (large)	0	7
Havana (small)	0	8½
Sumatra	0	6
Manila	0	4
Seed	0	3½

D. BERRIMAN, Chairman.

J. B. McINDOE, Secretary.

Melbourne, 20th February, 1941.



[1071]



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No. 66]

MONDAY, MARCH 10.

[1941

Factories and Shops Acts.

DETERMINATION OF THE CHAR WORKERS BOARD.

NOTE.—This Determination on the 14th March, 1941, applied to the following parts of Victoria, namely:—The Metropolitan District and the Geelong District as defined in the Factories and Shops Acts and the Order in Council thereunder; such portion of the City of Sandringham as is not included within the Metropolitan District; the cities of Ballarat, Bendigo, and Warrnambool; and the boroughs of Eaglehawk and Sebastopol.

[I]n accordance with the provisions of the Factories and Shops Acts, the Wages Board, which since the 18th June, 1929, has had the power "to determine the lowest prices or rates which may be paid to any person or persons or classes of persons (other than persons subject to the jurisdiction of the Boarding Houses Board, of the Hospital and Benevolent Asylum Attendants Board, or of the Hotel and Restaurant Board) employed at office cleaning or general cleaning work of a like character *in or about any building* in which any process, trade, business, or occupation is carried on for profit," has made the following Determination, namely:—

(1) That on the 14th March 1941, the last previous Determination of this Board shall be revoked and replaced by this Determination.

(2)

Improvers.	Other Employees.
MALES.	WAGES.*
WAGES.	Males.
Per week of 44 hours.	Per week of 44 hours.
<i>s. d.</i>	<i>s. d.</i>
Under 19 years of age	Office cleaners or general cleaners in charge of—
19 and under 20 years of age	4 or more office cleaners or general cleaners ..
20 years of age	1, 2, or 3 office cleaners or general cleaners ..
	Other office cleaners or general cleaners ..
PROPORTION.	Females.
<i>Improvers.</i>	Per week of 44 hours.
One male improver to every five male workers receiving not less than 9s. per week of 44 hours.	<i>s. d.</i>
	Office cleaners or general cleaners in charge of—
FEMALES.	4 or more office cleaners or general cleaners ..
WAGES.	1, 2, or 3 office cleaners or general cleaners ..
Per week of 44 hours.	Other office cleaners or general cleaners ..
<i>s. d.</i>	
Under 19 years of age	
19 and under 20 years of age	
20 years of age	
PROPORTION.	
<i>Improvers.</i>	
One female improver to every ten female workers receiving not less than 82s. 5d. per week of 44 hours.	

* Where the employer requires the employee to reside on the premises, no deduction shall be made from the wages of such employee for rent, fuel or light.

NOTE.—The employer shall supply all necessary tools and materials free.

NOTE.—The Board has determined in accordance with section 25 (1) of the amended *Factories and Shops Act 1934*, that the process, trade, business or occupation is so unskilful that no person shall be taken as an apprentice.

(3) TIMES OF BEGINNING AND ENDING WORK—

Times of Beginning.		Times of Ending.	
(a) For Males—			
6 a.m.	1 p.m. on Saturday.
6 a.m.	6 p.m. on the other working days of the week.
(b) For Females—			
6 a.m.	12 noon on Saturday.
6 a.m.	9 p.m. on the other working days of the week.

(4) OVERTIME.—That the following rates shall be paid for overtime:—

Outside the hours fixed in clause 3	Time and a quarter except that males shall be paid at the rate of time and a half for all work performed by them on Saturday after 1 p.m. and females double time for all work performed by them on Saturday after 12 noon.
Within the hours fixed in clause 3 in excess of the number of hours as fixed for a week's work	3s. per hour.

(5) EMPLOYMENT FOR LESS THAN FULL WEEK.—(a) MALES.—Male employees who are employed during any week for less than the working week of 44 hours, shall be paid for the first 22 hours at the rate of time and a quarter, and for every hour thereafter ordinary time up to but not exceeding the ordinary wages rates for an ordinary week's work.

Provided that any male person who is not engaged for a week who earns a sum in wages equal to the wages of an ordinary week's work may be required by the employer to complete the week's work without further pay, and if such person refuses to do so he shall forfeit his right to any payment for that week unless his refusal is caused by his illness inability or some other sufficient cause beyond his control.

(b) (i) FEMALES.—Female employees, who are employed during any week for not more than one-half the maximum number of hours fixed in this Determination as a week's work, shall be paid at the rate of time and a quarter.

(ii) Female persons who are employed during any week for more than one-half the maximum number of hours fixed in this Determination as a week's work, but for less than 44 hours shall be paid not less than the ordinary wages rate calculated *pro rata* according to the number of hours worked.

(6) ALLOWANCES.—(i) If a cleaner is required to clean windows and it is necessary to go wholly outside the window, or climb around an outside column to do such cleaning, and if such cleaning is at a height of more than 10 feet from the ground or verandah, he shall be paid 1½d. extra for every such window cleaned unless the outside window or column ledge is more than 24 inches wide. Provided that nothing in this sub-clause shall apply to cleaning from a ladder resting on the ground.

(ii) Where cleaning is done from a ladder, and the height of any portion of the window to be cleaned exceeds 25 feet from the ground, the employee shall be paid 1½d. extra for each window so cleaned.

(iii) The amount payable under this clause shall not exceed 1s. per day.

(7) RESTRICTION AS TO CLEANING OF SANITARY CONVENIENCES.—No female employee shall be required to clean or attend to any sanitary convenience provided for persons of the male sex.

(8) ANNUAL LEAVE.—Any employee who has been in the service of an employer for a period of not less than twelve months, shall be granted with pay, one week's holiday in each year (exclusive of the holidays mentioned in clause 9) and such holiday shall be given within three months of the completion of twelve months' service, provided that, for the purposes of this clause, any service prior to the 7th August, 1937, shall not be taken into account, and that payment for such holiday pay shall be calculated on an average of the four weeks immediately preceding such holiday.

Provided further, that any employee who leaves or is dismissed before the expiration of twelve months shall be given or paid for holidays *pro rata* in accordance with the length of service, viz., one day for each complete two months of service.

(9) PAYMENT FOR HOLIDAYS.—Except as hereinafter provided, all employees shall be entitled to the following holidays without deduction of pay:—New Year's Day, Australia Day, Anzac Day, Labour Day, Good Friday, Easter Monday, King's Birthday, Christmas Day, and Boxing Day.

Provided that the following employees shall not be entitled to payment for such holidays:—

(a) In any week in which one of such holidays occur—any male employee who has been employed for less than 30½ hours.

(b) In any week in which two of such holidays occur—any male employee who has been employed for less than 22½ hours.

(10) SPECIAL RATES.—Double time shall be the rate for all work done on Sunday, Good Friday, 21st April (Labour Day), Anzac Day, or Christmas Day; and time and a half shall be the rate for all work done on New Year's Day, 26th January (Australia Day), King's Birthday, Boxing Day, or Easter Monday; 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.

RAY H. BEERS, P.M., Chairman.

C. W. TREVETHAN, Secretary.

Melbourne, 26th February, 1941.