



VICTORIA GOVERNMENT GAZETTE.

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WEDNESDAY, OCTOBER 20.

[1943

Factories and Shops Acts.

DETERMINATION OF THE MANUFACTURING CHEMISTS BOARD.

NOTE.—This Determination applies to the following parts of Victoria, viz.:—The Metropolitan District and the Geelong District as defined in the Factories and Shops Acts; the cities of Ballarat, Bendigo, Sandringham, and Warrnambool; the boroughs of Eaglehawk and Sebastopol; and such portion of the shire of Buninyong as is within a radius of 5 miles of the Ballarat Post Office.

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 persons employed in the trade of—

(a) a wholesale or a manufacturing chemist;

(b) manufacturing toilet preparations, perfumery, essences, essential oils, food preservatives, branding fluids, deodorants, disinfectants, fungicides, insecticides, vermin destroyers, weed destroyers,"

has made the following Determination, namely:—

1. That on the 13th October, 1943, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

WAGES.

	Apprentices.						Improvers.						
	Males.			Females.			Males.			Females.			
	Adjust-able Weekly Rate.	War Loading Non-adjust-able.	Total Weekly Wage.	Adjust-able Weekly Rate.	War Loading Non-adjust-able.	Total Weekly Wage.	Adjust-able Weekly Rate.	War Loading Non-adjust-able.	Total Weekly Wage.	Adjust-able Weekly Rate.	War Loading Non-adjust-able.	Total Weekly Wage.	
s. d.	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 year	22 3	0 9	23 0	22 3	0 9	23 0	Under 16 years of age	23 9	0 9	24 6	20 3	0 6	20 9
2nd "	28 9	0 9	29 6	25 0	0 9	25 9	16 years of age	28 9	0 9	29 6	22 3	0 9	23 0
3rd "	36 6	1 0	37 6	28 9	0 9	29 6	17 "	38 3	1 0	39 3	25 0	0 9	25 9
4th "	44 6	1 3	45 9	36 3	1 0	37 3	18 "	52 6	1 6	54 0	29 6	0 9	30 3
5th "	53 3	1 6	54 9	44 9	1 3	46 0	19 "	64 9	1 9	66 6	35 9	1 0	36 9
							20 "	81 0	2 3	83 3	44 9	1 3	46 0

NUMBERS (in any place).

Apprentices.

Male Improvers.

Female Improvers.

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

One male improver to every two male workers receiving 10s. per week.

Two female improvers to each female worker receiving 6s. 9d. per week.

Apprentices and Improvers shall be subject to the same number of hours per week as fixed for their respective sections.

OTHER EMPLOYEES.	Per Week of 44 Hours.		
	Males.		
	Adjustable Weekly Rate.	War Loading Non-adjustable.	Total Weekly Wage.
Employees in Warehouses.			
	s. d.	s. d.	s. d.
Foreman of any Department in which six or more workers are employed	135 0	3 0	138 0
Foreman of any Department in which three to five workers are employed	126 0	3 0	129 0
First Assistant in any Department in which five or more workers are employed	118 0	3 0	121 0
Drug Department employe engaged in weighing, measuring, and wrapping under supervision	111 0	3 0	114 0
Salesman in any Department under supervision	108 6	3 0	111 6
All others	104 0	3 0	107 0
EMPLOYEES IN FACTORIES AND ELSEWHERE.			
Foreman capable of manufacturing from given formulae, under supervision, and who is in charge of six or more workers	134 0	3 0	138 0
Foreman capable of manufacturing from given formulae, under supervision, and who is in charge of one to five workers	126 0	3 0	129 0
First Assistant where five or more workers are employed	118 0	3 0	121 0
Assistant engaged in any of the following processes under supervision :—			
(a) Manufacturing Galenical or Chemical Compounds, Pills, Tablets, Toilet Preparations and Perfumery	111 0	3 0	114 0
(b) Granulating			
(c) Pill and Tablet Coating			
All others	104 0	3 0	107 0
Females.			
Forewoman in charge of one to five workers	76 9	2 3	79 0
Forewoman in charge of six or more workers	79 9	2 3	82 0
Other adults	60 0	1 9	61 9

3. **TIMES OF BEGINNING AND ENDING WORK :—**
 Times of Beginning. Times of Ending.
 7.30 a.m. .. 1 p.m. .. on the day the half-holiday is usually observed.
 7.30 a.m. .. 6 p.m. .. on the other working days of the week.

OVERTIME.
 4. The following rates shall be paid for all work done :—
 Outside the times of beginning and ending work } Time and a half.
 Within the times of beginning and ending work, in excess of 44 hours in any week }

TEA MONEY.
 5. An employe required to work overtime for any period in excess of one hour after the usual hour of ceasing duty shall be paid as follows for a meal :—

- (a) Males 16 years and over, when no notice of intention to work overtime was given the previous day 1s. 6d.
- (b) Females and males under 16 years 1s. 0d.

Provided that when any employe is notified the previous day of the intention to work overtime and overtime is not worked he shall be entitled to the appropriate meal allowance as herein provided.

TERMS OF EMPLOYMENT.
 6. All employes shall be engaged by the week, and shall be paid weekly. A week's notice shall be given by the employer or employe to determine employment, or, in lieu of such notice, a week's wages shall be paid. Such notice shall be given at the end of a working week. All time of absence from work shall be deducted from the employe's wages, except absence on the holidays hereinafter mentioned and except absence without deduction of pay in accordance with clause 9.

HOLIDAYS.
 7. All employes shall be entitled to the eleven holidays hereinafter mentioned without deduction of pay :—New Year's Day, Australia Day, Labor Day, Good Friday, Easter Saturday, Easter Monday, Anzac Day, King's Birthday, Melbourne Cup Day, Christmas Day, and Boxing Day.

ANNUAL HOLIDAYS.
 8. Any employe who has been in the service of the same employer for a period of not less than twelve months shall be granted holidays on full pay for a period of nine consecutive working days in each year (exclusive of the holidays specified in clause 7). Should an employe's service be terminated before the expiration of twelve months' service he shall be entitled to *pro rata* holidays on full pay; but should an employe be dismissed at any time for misconduct before the expiration of any period of twelve months of such employment, he shall not be entitled to any annual leave or any *pro rata* payment in lieu thereof.

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

Any period of holidays to which an employe is entitled because of completion of twelve months' service shall be given within three months of the completion of such service.

SICKNESS, ACCIDENTS.
 9. Any employe not attending duty shall lose his or her pay for the actual time of non-attendance unless he or she produces or forwards within 24 hours of the beginning of his or her absence evidence satisfactory to the management that his or her non-attendance was due to personal accident arising out of or in the course of his or her employment or to personal ill health sufficient to incapacitate him or her for his or her usual work.

An employe shall not be entitled to payment for non-attendance on the ground of accident or ill health for more than six days in each year.

For the purposes of this clause a year shall mean a period of twelve months commencing on the 1st day of June in each year.

DEFINITION OF FOREMAN.
 10. Where three or more adults are employed in any department of a warehouse, one shall be deemed to be a foreman and entitled to the rate prescribed for such a foreman.

MEAL INTERVAL.
 11. No employe shall be required to work for a longer period than five hours without an interval of at least half an hour for a meal.

SPECIAL RATES.

12. All work done on Sundays, New Year's Day, Australia Day, Easter Monday, Good Friday, Labour Day, King's Birthday, Melbourne Cup Day, Christmas Day, and Boxing Day shall be paid for at the rate of double time; but if any other day be by Act of Parliament or Proclamation substituted for any of the above holidays, the special rates shall be payable only for the days so substituted.

SHIFT WORK.

13. By mutual agreement between an employer and his employees shifts may be worked subject to the following conditions :—
- (a) The rates of pay for shift workers shall be :—
 - (i) On afternoon shift, 7½ per cent. in excess of ordinary rates.
 - (ii) On night shift, 10 per cent. in excess of ordinary rates.
 - (b) Overtime shall be paid at the rate of time and a half for all time worked in excess of 8 hours per shift in any week in which six or more shifts are worked and in excess of 8 hours 48 minutes per shift in any week in which less than six shifts are worked.
 - (c) Shift workers who work on any afternoon or night shift which does not continue for at least five successive afternoons or nights in a five-day workshop or for at least six successive afternoons or nights in a six-day workshop shall be paid at the rate of time and a half.
 - (d) For the purposes of this clause "afternoon shift" means any shift finishing after 6 p.m. and at or before midnight and "night shift" means any shift worked wholly or partly between midnight and 7.30 a.m.

RIGHT OF ENTRY OF UNION OFFICIAL.

14. 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 purposes of interviewing employees on legitimate Union business on the following conditions :—

- (a) That he produces his authority to the employer or his representative.
- (b) That he interviews employees only at the place where they are taking their meal.
- (c) That not more than one representative in all be in any establishment at any one time.
- (d) That no one representative visit an establishment more than once a fortnight.
- (e) 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 right of entry, but the representative shall have the right to bring such refusal before this Wages Board.

PERIODICAL ADJUSTMENT OF WAGES.

15. The wages rates for males set out in clause 2 are based upon the following basic wage, and pursuant to and in accordance with the provisions of section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically increased or decreased by the same amount and at the same time as such basic wage. Provided that the wages of apprentices, improvers, and of females shall be adjusted proportionately to adjustments of the basic wage, such adjustments to be to the nearest 3d., half or less than half of 3d. to be disregarded.

The basic wage shown hereunder shall be adjusted as prescribed in clause (16).

Basic Wage.

Place.	Basic Wage.	Index Number Set Assigned.
Within the area to which this Determination applies	£ s. d. 4 13 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

16.(a) Until the beginning of the first pay period to commence in November, 1943, the amount of the basic wage shall be as prescribed in clause 15.

(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 amount 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 :—

- (1) The index number set to be applied to a place is that assigned to Melbourne.
- (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 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 successive period.

Table.

Index Number Divisions.	Basic Wage.	Index Number Divisions.	Basic Wage.
	£ s. d.		£ s. d.
994-1006	4 1 0	1118-1129	4 11 0
1007-1018	4 2 0	1130-1141	4 12 0
1019-1030	4 3 0	1142-1154	4 13 0
1031-1043	4 4 0	1155-1166	4 14 0
1044-1055	4 5 0	1167-1179	4 15 0
1056-1067	4 6 0	1180-1191	4 16 0
1068-1080	4 7 0	1192-1203	4 17 0
1081-1092	4 8 0	1204-1216	4 18 0
1093-1104	4 9 0	1217-1228	4 19 0
1105-1117	4 10 0	1229-1240	5 0 0

Any extension of this table must be of the same construction as the table.

P. A. RANGLES, J.P., Chairman.

J. W. RYAN, Acting Secretary.

Melbourne, 13th October, 1943.

By Authority: H. E. DAW, Government Printer, Melbourne.

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This not only helps in tracking expenses but also ensures compliance with tax regulations.

In the second section, the author provides a detailed breakdown of the company's revenue for the quarter. It includes a comparison between actual performance and the budgeted figures. The analysis shows that while sales in the core market exceeded expectations, there was a slight dip in the emerging markets.

The third section focuses on the operational costs. It identifies areas where expenses have increased, such as in the procurement of raw materials and the maintenance of the production line. The author suggests implementing cost-saving measures to improve the overall profit margin.

Finally, the document concludes with a summary of the key findings and recommendations. It highlights the need for continuous monitoring of financial performance and the importance of strategic planning for the upcoming period.