



# VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

[Registered at the General Post Office, Melbourne, for transmission by post as a newspaper.]

No. 68]

THURSDAY, APRIL 8.

[1943

Factories and Shops Acts.

## DETERMINATION OF THE SHOPS BOARD No. 7 (COUNTRY SHOP ASSISTANTS).

NOTE.—This Determination applies to the whole of the State outside and excepting the following parts of Victoria, namely:—The Metropolitan District as defined in the *Factories and Shops Act 1928* (No. 3677) 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 or in connexion with a shop as a shop assistant, packer, storeman, or carter," has made the following Determination, viz:—

(1) That as from the beginning of the first pay period to commence on or after the 29th March, 1943, the last Determination of this Board shall be revoked and replaced by this Determination as to the lowest prices or rates which may be paid to any person employed in or in connexion with a shop as a shop assistant, packer, storeman, or carter, but not including persons subject to the Determinations of the—

Shops Board No. 4 (Butchers, Country),

Shops Board No. 6 (Chemists),

Shops Board No. 13 (Fuel and Fodder, Country), or the  
Hotel and Restaurant Board.

(2)

### APPRENTICES OR IMPROVERS.

Experience.	WAGES PER WEEK OF 46 HOURS.			PROPORTION. (In or in connexion with any shop.)
	Commencing Age.			
	15 years or under.	16 years.	17 years or over.	
	<i>Males.</i>			
1st year .. ..	16s. 9d.	18s. 3d.	21s.	<p style="text-align: center;"><i>Apprentices.</i></p> <p>One male apprentice to every three or fraction of three male workers receiving not less than 75s. 6d. per week of 46 hours.</p> <p>One female apprentice to every three or fraction of three female workers receiving not less than 45s. per week of 46 hours.</p> <p>An indenture of apprenticeship prescribed by the Board was approved on 20.12.1923.</p>
2nd " .. ..	21s. 6d.	26s. 3d.	31s. 6d.	
3rd " .. ..	26s. 3d.	37s. 9d.	49s. 3d.	
4th " .. ..	37s. 9d.	49s. 3d.	64s. 6d.	
5th " .. ..	49s. 3d.	64s. 6d.	..	
6th " .. ..	64s. 6d.	..	..	
	<i>Females.</i>			
1st year .. ..	15s.	16s. 3d.	18s. 3d.	<p style="text-align: center;"><i>Improvers.</i></p> <p>One male improver to each male worker receiving not less than 75s. 6d. per week of 46 hours.</p> <p>One female improver to each female worker receiving not less than 45s. per week of 46 hours.</p> <p>Provided that a female improver may be employed in lieu of a male improver, or a male improver in lieu of a female improver.</p>
2nd " .. ..	16s. 9d.	18s. 9d.	24s.	
3rd " .. ..	23s.	24s. 6d.	31s. 6d.	
4th " .. ..	28s. 9d.	31s. 6d.	41s. 3d.	
5th " .. ..	35s. 6d.	41s. 3d.	..	
6th " .. ..	41s. 3d.	..	..	

OTHER EMPLOYEES.

	WAGES PER WEEK OF 46 HOURS.	
	Males.	Females.
<b>Shop assistant—</b>		
In charge of a shop, i.e., the person for the time being entrusted with the control or superintendence of a shop, notwithstanding he or she may be under the orders of a superior who does not devote his or her whole time to supervising such shop—		
(a) working singly .. .. .	132s. 6d.	114s. 6d.
(b) in charge of one or more persons .. .. .	146s.	121s. 6d.
In charge of a department, i.e., the person for the time being entrusted with the control or superintendence of a department in which are employed two or more other persons, notwithstanding he or she may be under the orders of a superior who does not devote his or her whole time to supervising such department .. .. .	124s. 6d.	76s. 6d.
21 years of age .. .. .	75s. 6d.	45s.
22 " " .. .. .	87s. 6d.	52s.
Between 23 and 60 years of age .. .. .	106s.	63s. 3d.
*60 years of age or over .. .. .	96s. 6d.	
Packer or storeman .. .. .	98s.	--
Carters driving horse-drawn vehicles .. .. .	99s.	--
Driver of motor vehicle with a carrying capacity of not more than 25 cwt. .. .. .	100s. 9d.	--
Driver of motor vehicle with a carrying capacity of over 25 cwt. .. .. .	104s.	--

\* This classification shall not apply in the case of an employee 60 years of age or over who is in the service of an employer by whom he has been continuously employed for a period of at least 5 years. Such an employee shall be entitled to receive the rate prescribed herein for an employee between 23 and 60 years of age.

(3) TIMES OF BEGINNING AND ENDING WORK.—

	Time of Beginning.	Time of Ending.
On the day on which the weekly half-holiday is observed	8 a.m.	12.30 p.m.
On the usual late trading night .. .. .	8 a.m.	9 p.m.
On the other working days of the week .. .. .	8 a.m.	6 p.m.

(4) OVERTIME.—The rate of time and a half shall be paid for all work done—

- (a) Outside the hours fixed as the times of beginning and ending work;
- (b) Within the hours fixed as the times of beginning and ending work in excess of 46 hours in any week.

(5) TIME WAGES.—Any person employed on time wages for less than the number of hours of an ordinary week's work shall for each hour worked up to one-half the number of hours fixed for an ordinary week's work be paid at the ordinary wages rate with an addition of thirty-three per centum, and for each hour worked beyond the one-half aforesaid shall be paid the ordinary wages rate up to but not exceeding ordinary wages rate for an ordinary week's work.

(6) SPECIAL RATES.—All work done on Sunday, Good Friday, Easter Saturday (except in localities in which the late trading night is observed on a Saturday), Easter Monday, and the days on which Australia Day, Labour Day, King's Birthday, Christmas Day, Boxing Day, and New Year's Day are observed as public holidays shall be paid for at the rate of double time.

(7) 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 one week's holiday, exclusive of the holidays mentioned in clause (6), in each year on full pay and such holiday shall be given within three months of the completion of twelve months' service. At least seven days' notice shall be given by the employer to the employee before the latter commences his or her holiday. Any employee who has been employed for not less than six months, but less than twelve months in an employer's service, and whose engagement is terminated, shall receive one half day's holiday payment for each month, or fraction of a month, in such employer's service.

The provisions of this clause shall not apply in the case of any employee who has been dismissed for a misdemeanour.

(8) SICK PAY.—Any employee not attending for duty shall lose his or her pay for the actual time lost unless such employee has had not less than twelve months' service with the same employer, and he or she produces or forwards within twenty-four hours of the commencement of such absence evidence satisfactory 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.

(9) MIDDAY MEAL.—An interval of one hour shall be allowed for the midday meal between the hours of 12 noon and 2 p.m.

(10) GARMENT ALLOWANCE.—Any employee who wears, when at work, a washable outer-garment, the laundering of which is not paid for by the employer, shall be paid 3s. per week in addition to the ordinary wage. Such laundering shall be done in the town in which is situated the shop or branch shop at which the employee works.

(11) BICYCLE ALLOWANCE.—Where an employee uses his- or her own bicycle in connexion with the employer's business such employee shall be paid an allowance of 2s. per week in addition to the ordinary wage.

(12) PAYMENT OF WAGES.—Wages shall be paid not later than Thursday in each week, and must be paid during working hours

(13) REFERENCE.—An employee, on severing his or her connexion with an employer, shall be entitled to and shall receive from such employer a reference in writing, stating his or her period of service and qualifications.

(14) TRANSFER OF EMPLOYEE.—Where any employer transfers an employee from one township to another, the employer shall be responsible for and shall pay the whole of the moving expenses, including fares and transport charges, for the employee and his family.

(15) TERMINATION OF EMPLOYMENT.—Except in a case where an employee has been guilty of a misdemeanour, seven days' notice of termination of employment shall be given by either employer or worker.

(16) RENT OF RESIDENCE.—The employer shall not charge any manager or assistant who resides on the premises in connexion with the shop in which the business of such employer is carried on a greater sum as rent for such premises than 10s. 0d. per week.

(17) TIME AND WAGES RECORD.—The employer shall keep a time and wages record showing the name of each worker, the number of hours worked each week, and the wages and overtime paid each week. Such record shall be open for inspection by a duly accredited representative of the Shop Assistants and Warehouse Employees' Federation of Australia or of the Victorian Storekeepers' Association.

NOTE.—Section 176 of the *Factories and Shops Act 1928* (No. 3677) provides that, where the provisions of a Determination of a Wages Board apply, a true copy of such Determination shall be posted in some conspicuous place in such a position as to be easily read by the persons employed therein. Penalty not exceeding £10.

A. V. BARNES, Chairman.

J. W. RYAN, Secretary

Melbourne, 2nd April, 1943.



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No. 69]

THURSDAY, APRIL 8.

[1943

Factories and Shops Acts.

## DETERMINATION OF THE SHOPS BOARD No. 12 (FUEL AND FODDER).

NOTES.—(1) This Determination applies to the following parts of Victoria, namely:—The Metropolitan District as defined in the Factories and Shops Acts and the Order in Council thereunder; 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; and the boroughs of Eaglehawk and Sebastopol.

(2) By Orders in Council made on the 10th September, 1913, and 21st October, 1930, power was conferred on the Coal and Coke Board to determine the lowest prices or rates which may be paid to any person or persons, or classes of persons, employed in any business or occupation connected with the sale or distribution of coal or coke by any—

- (a) coal importer;
- (b) coal mine owner;
- (c) gas company;
- (d) agent or contractor who distributes coal or coke for any coal importer, coal mine owner, or gas company.

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 any person or persons or classes of persons—

- (a) employed in the business of a hay, corn, or chaff dealer;
- (b) employed in carting or driving or assisting in carting or driving in connexion with the business of a hay, corn, or chaff dealer;
- (c) employed in any business or occupation connected with the preparation of firewood for sale or connected with the sale or distribution of wood, coal, or coke.
- (d) employed handling or distributing brewers or distillers' grains"—

has made the following Determination, namely:—

(1) That as from the beginning of the first pay period to commence in April, 1943, the adjusted Determination which came into force as from the beginning of the first pay period to commence in February, 1943, shall be revoked and replaced by this Determination.

(2) (i)

Improvers.		Other Employees.			
WAGES PER WEEK OF 44 HOURS.		WAGES. (a) In Hay, Corn, or Chaff Stores. (b) Employed handling or distributing brewers' or distillers' grains		Within the cities of Ballarat and Bendigo, and the boroughs of Eaglehawk and Sebastopol.	All other parts of Victoria where this Determination applies.
s. d.	Foreman, i.e., the man who gives instructions to and is responsible for the work done by not fewer than three adults employed in the store .. .. .	s. d.	Drivers of motor wagons— (a) having a capacity of 2 tons or less .. (b) having a capacity exceeding 2 tons, but not exceeding 4 tons .. .. . (c) having a capacity exceeding 4 tons with 1s. per day extra for each trailer	s. d.	s. d.
Under 17 years of age .. .. .	43 3	113 0	per week of 44 hours	116 0	per week of 44 hrs.
17 years of age .. .. .	50 6	107 0	" 44 "	110 0	" 44 "
18 " .. .. .	62 3	112 0	" 44 "	115 0	" 44 "
19 " .. .. .	69 0	118 0	" 44 "	121 0	" 44 "
20 " .. .. .	76 3	103 0	" 44 "	106 0	" 44 "
		108 0	" 44 "	111 0	" 44 "
		0 6	extra per day ..	0 6	extra per day
		106 0	per week of 44 hours	109 0	per week of 44 hrs.

See also Clauses (2) (ii) and (3).

Improvers.	Other Employees.		
	WAGES—continued.	Within the cities of Ballarat and Bendigo, and the boroughs of Eaglehawk and Sebastopol.	All other parts of Victoria where this Determination applies.
PROPORTION.	Wood Yards, or Wood, Coal, and Coke (Combined) Yards.		
	Yardman in charge, i.e., the person for the time being entrusted with the control or superintendence of a wood yard or a wood and coal yard (combined), notwithstanding he may be under the orders of a superior who does not devote his whole time to the management of the same yard ..	s. d. 106 0 per week of 44 hours	s. d. 109 0 per week of 44 hours
One improver to the first four or fraction of four workers receiving not less than 10s. per week of 44 hours, and thereafter one improver to each additional four such workers.	Drivers of motor wagons—		
	(a) having a capacity of 2 tons or less ..	107 0 " 44 "	110 0 " 44 "
	(b) having a capacity exceeding 2 tons, but not exceeding 4 tons ..	112 0 " 44 "	115 0 " 44 "
	(c) having a capacity exceeding 4 tons, with 1s. per day extra for each trailer ..	118 0 " 44 "	121 0 " 44 "
	Carters driving one horse ..	103 0 " 44 "	106 0 " 44 "
	Carters driving two horses ..	108 0 " 44 "	111 0 " 44 "
	And for every additional horse ..	0 6 extra per day ..	0 6 extra per day ..
	All others ..	104 0 per week of 44 hours	107 0 per week of 44 hours
	Coal Yards (i.e., Places where at least 80 per cent. of the Business is done in Coal) or Coke Yards.		
	Drivers of motor wagons—		
	(a) having a capacity of 2 tons or less ..	107 0 per week of 44 hours	110 0 per week of 44 hours
	(b) having a capacity exceeding 2 tons, but not exceeding 4 tons ..	112 0 " 44 "	115 0 " 44 "
	(c) having a capacity exceeding 4 tons, with 1s. per day extra for each trailer ..	118 0 " 44 "	121 0 " 44 "
	Carters driving one horse ..	103 0 " 44 "	106 0 " 44 "
	Carters driving two horses ..	108 0 " 44 "	111 0 " 44 "
	And for every additional horse ..	0 6 extra per day ..	0 6 extra per day ..
	All others ..	117 0 per week of 44 hours	120 0 per week of 44 hours
	Firewood Saw Mills (i.e., Places where Mechanical Power is used to saw Firewood).		
	Benchmen ..	110 0 per week of 44 hours	113 0 per week of 44 hours
	Drivers of motor wagons—		
	(a) having a capacity of 2 tons or less ..	107 0 " 44 "	110 0 " 44 "
	(b) having a capacity exceeding 2 tons, but not exceeding 4 tons ..	112 0 " 44 "	115 0 " 44 "
	(c) having a capacity exceeding 4 tons, with 1s. per day extra for each trailer ..	118 0 " 44 "	121 0 " 44 "
	Carters driving one horse ..	103 0 " 44 "	106 0 " 44 "
	Carters driving two horses ..	108 0 " 44 "	111 0 " 44 "
	And for every additional horse ..	0 6 extra per day ..	0 6 extra per day ..
	All others ..	106 0 per week of 44 hours	109 0 per week of 44 hours

See also Clauses (2) (ii) and (3).

(2) (ii) EXTRA RATES.

	per week
	s. d.
Further additional amount for a person employed handling or distributing brewers' or distillers' grains ..	3 0
Further additional amount for an employee driver who is required in any week to collect moneys and account for them as part of his duties ..	1 0
<b>(3) ALLOWANCES.—(i) To the amounts otherwise prescribed in this Determination shall be added the following:—</b>	
(a) Driver of a motor vehicle fitted with a charcoal gas producer unit—for each day or portion thereof upon which he is called upon to drive such vehicle ..	1s. per day
(b) Cleaner of gas producer unit (who is not a driver) for each day or part thereof upon which he is called upon to clean such unit ..	An extra 1s.
<b>(ii) Suitable overalls and gloves shall be provided by the employer for any employee mentioned in sub-clause (i) hereof.</b>	
<b>(iii) The employer shall provide suitable washing conveniences for any employee mentioned in sub-clause (i) hereof, together with hot water or some other efficient cleansing material.</b>	

(4) The Board determines that no person shall be employed as an apprentice.

(5) TIMES OF BEGINNING AND ENDING WORK—

Time of Beginning.	Time of Ending.
7.30 a.m. --	12 noon the day the half-holiday is usually observed.
7.30 a.m. --	5.15 p.m. five days in the week.

6) OVERTIME—

(a) Carters.

Outside the times of beginning and ending work as herein fixed .. Time and a half.  
 Within the times of beginning and ending work in excess of the number of hours fixed in this Determination as a week's work—first four hours' work—ordinary rate; thereafter .. Time and a half.

(b) All Others.

Between midnight and 7.30 a.m. .. Double time.  
 At any other time outside the times of beginning and ending work as herein fixed .. Time and a half.  
 Within the times of beginning and ending work in excess of the number of hours fixed in this Determination as a week's work—first four hours' work—ordinary rate; thereafter .. Time and a half.

(7) **HOLIDAYS AND SUNDAY WORK.**—Employees shall be entitled to absent themselves from work without loss of pay on the under-mentioned public holidays, viz:—New Year's Day, Australia Day (26th January), Good Friday, Easter Monday, Labour Day, Anzac Day, Fuel and Fodder Trades' Annual Holiday, King's Birthday, Melbourne Cup Day (within the Metropolitan District as defined in the Factories and Shops Acts and the Order in Council thereunder, and such portions of the City of Sandringham as are not included within the said Metropolitan District), Christmas Day, and Boxing Day. Work done on Sundays or on any of the specified public holidays shall be paid for as follows:—

- (a) On Sundays—  
 (i) Time occupied in attending to horses, or in the essential conveyance of fodder for stock .. Time and a half;  
 (ii) All other work .. .. . Time and three-quarters.
- (b) On any of the specified public holidays—  
 (i) Time occupied in attending to horses, or in the essential conveyance of fodder for stock .. Time and a half;  
 (ii) All other work .. .. . Double time.

If any other day be substituted by Act of Parliament or Proclamation for any of the above-mentioned holidays, the special rate prescribed shall be payable only for work done on the day so substituted.

(8) **TIME WAGES.**—Any person employed in a factory or shop on time wages for less than the number of hours fixed for an ordinary week's work shall be paid for time worked up to 22 hours as follows:—

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

For time worked beyond the 22 hours aforesaid, he shall be paid the ordinary wages rate up to but not exceeding the rate prescribed by this Determination for an ordinary week's work, together with any overtime rate which is applicable.

(9) **CASUAL LABOUR.**—Casual hands, i.e., persons who are employed other than in a factory or shop during any week for not more than one-half of the maximum number of hours fixed in this Determination as a week's work shall be paid at the rate of time and a third.

(10) **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 one week's holiday (exclusive of the holidays prescribed in Clause (7)) in each year on full pay, and such holiday shall be given within two months of the completion of the twelve months' service.

Provided that any person whose service terminates after not less than six months, but less than any period of twelve months, shall be granted leave *pro rata*.

(11) **SICK LEAVE.**—No deduction shall be made from the wages of any employee unavoidably absent through illness for not more than four days in any year, commencing on 1st December annually, provided he has submitted within 24 hours of the commencement of such absence satisfactory evidence that the same is not the result of his own misconduct.

(12) **TERMINATION OF EMPLOYMENT.**—Except in a case where an employee has been guilty of a misdemeanour, seven days' notice of termination of employment shall be given by either employer or worker. If such notice be not given, a week's wages shall be paid or forfeited, as the case may be, in lieu thereof.

#### PIECE-WORK.

##### WOOD OR COAL.

(13) The lowest piece-work prices payable to any persons for doing work of a description referred to in the following Schedule shall be—

<i>Cutting Wood.</i>			
4-ft. or over—one cut..	..	..	per ton .. 2s. 6d.
<i>Splitting Wood.</i>			
Box, redgum, or ironbark ..	..	..	per ton (40 cubic feet).. 3s. 2d.
Box, redgum, or ironbark ..	..	..	.. (by weight).. 4s. 5d.
Culled box, redgum, ironbark ..	..	..	.. .. 5s. 10d.
Blocks (box, redgum, or ironbark)	..	..	.. per truck (Standard I.) 30s. 1d.
1-ft. blocks, common wood ..	..	..	.. per ton (40 cubic feet).. 2s. 8d.
2-ft. blocks, common wood ..	..	..	.. .. 2s. 3d.
1-ft. blocks, common wood ..	..	..	.. per truck (Standard I.) 21s. 8d.
2-ft. blocks, common wood ..	..	..	.. .. 20s. 7d.
Mallee roots ..	..	..	.. per ton (by weight) .. 4s. 6d.
<i>Loading Wood.</i>			
Split box, redgum, or ironbark (culled or otherwise)	..	..	per ton (by weight) .. 9d.
Box blocks ..	..	..	.. .. 9d.
1-ft. blocks, common wood ..	..	..	.. per ton (40 cubic feet).. 9d.
2-ft. blocks, common wood ..	..	..	.. .. 9d.
1-ft. culled common wood ..	..	..	.. .. 9d.
<i>Unloading Wood or Coal.</i>			
Unloading wood, under 5 feet, from Standard I. truck ..	..	..	per truck .. 3s. 5d.
Unloading wood, 5 feet or over, from Standard I. truck ..	..	..	.. .. 3s. 11d.
Unloading wood from Standard I. truck and trimming the stack ..	..	..	.. .. 5s. 6d.
Unloading coal from trucks ..	..	..	.. .. 4s. 5d.
Unloading coal from trucks and trimming same ..	..	..	.. .. 5s. 9d.
<i>Sawing Wood.</i>			
Sawing by hand 2-ft. common wood ..	..	..	per ton (40 cubic feet).. 5s.
<i>Bagging, Stacking, Carrying, &amp;c.</i>			
Bagging, weighing, and assisting in loading of split wood or blocks ..	..	..	per ton (by weight) .. 3s. 2d.
Carrying and stacking wood ..	..	..	.. per truck (Standard I.) 5s. 6d.
<i>Billeting Wood.</i>			
Billeting ..	..	..	per ton (by measurement) 1s. 2d.

**NOTE.**—To the weekly earnings of each pieceworker the sum of 10s. shall be added, provided that where less than 44 hours are worked in any week, a proportionate amount shall be added in lieu of such sum.

(14) PERIODICAL ADJUSTMENT OF WAGES RATES AND PIECE-WORKERS' EARNINGS.—The wages rates for adults set out in clause (2) (i) 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 wages rates and the weekly earnings of piece-workers shall be automatically increased or decreased by the same amount, and at the same time, as such basic wage. Provided that the wages of juniors 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 (15).

*Basic Wage.*

Place.	Basic Wage.	Index Number Set Assigned.
Within the area to which this Determination applies .. .. .	£ s. d. 4 12 0	Melbourne

(15) ADJUSTMENT OF BASIC WAGE.—(a) Until the beginning of the first pay period to commence in May, 1943, the amount of the basic wage shall be as prescribed in clause (14).

(b) During each future successive period beginning with the first pay period to commence in a May, an August, a November, or a February, 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 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. V. WILLOX, Secretary.

Melbourne, 5th April, 1943.



VICTORIA  
GOVERNMENT GAZETTE.

Published by Authority.

[Registered at the General Post Office, Melbourne, for transmission by post as a newspaper.]

No. 70]

THURSDAY, APRIL 8.

[1943

Factories and Shops Acts.

DETERMINATION OF THE HAIRDRESSERS BOARD.

NOTES.—(1) This Determination applies to the whole of the State of Victoria.

(2) Ladies' and/or Men's Hairdressing were proclaimed on 3rd December, 1941, as apprenticeship trades under the Apprenticeship Acts, for the Metropolitan District.

Full particulars of the apprenticeship regulations for these trades may be obtained on application to the Secretary, Apprenticeship Commission, Gisborne Street, Melbourne, C.2.

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 wheresoever employed in the business of a Hairdresser or Barber, or Wig Maker, or other Workers of Hair," has made the following Determination, namely:—

On the 30th November, 1925, the powers of this Board were extended to enable it to fix the lowest prices or rates which may be paid to any person or persons or classes of persons employed at—

- (a) hair or scalp treatment;  
(b) toilet work.

(1) That as from the beginning of the first pay period to commence on or after the 30th March, 1943, the last previous Determination of this Board shall be revoked and replaced by this Determination.

(2)

APPRENTICES AND IMPROVERS.

	Wages per Week.			
	Apprentices (other than those covered by the Apprenticeship Commission).		*Improvers.	
	Males.	Females.	Males.	Females.
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
1st year .. .. .	17 0	14 6	94 6	56 9
2nd year .. .. .	22 6	19 9		
3rd year .. .. .	34 3	28 6		
4th year—				
1st six months .. .. .	45 9	39 9		
2nd six months .. .. .	45 9	45 9		
5th year—				
1st six months .. .. .	56 9	45 9		
2nd six months .. .. .	56 9	..		

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

PROPORTION (IN ANY SHOP OR PLACE).

*Apprentices.*

In Men's Hairdressing Saloons.

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

In Ladies' Hairdressing Saloons.

One apprentice to each female worker receiving not less than the wage of 75s. 6d. per week. Provided that a male working employer shall be entitled to an apprentice.

In Places where both Men's and Ladies' Hairdressing is carried out. One apprentice to every three or fraction of three workers, male or female, receiving not less than the minimum wage if male, or 75s. 6d. per week if female.

*Improvers.*

One male improver to every fifteen male workers receiving not less than the minimum wage.

One female improver to every fifteen persons receiving not less than the minimum wage.

An amended indenture of apprenticeship prescribed by the Board was approved on 26th March, 1936.

JUVENILE WORKERS, i.e., females under 21 years of age employed solely as receptionists or females under 17 years of age employed solely as messengers—

*Wages.*

Receptionists .. .. . 35s. 9d. per week of 47 hours.  
Messengers .. .. . 13s. 9d. " " " " "

PROPORTION (IN ANY SHOP OR PLACE).

One Juvenile Worker employed as a receptionist to every fifteen or fraction of fifteen persons receiving not less than the minimum wage.

In addition, one Juvenile Worker employed as a messenger in any shop or place where not less than four persons are employed.

\* The employment, within the Metropolitan District, of any improver is illegal.

OTHER EMPLOYEES.	Wages.	
	Within the Metropolitan District as defined in the Factories and Shops Acts, and such portion of the City of Sandringham as is not included within the said District; the Cities of Geelong, Geelong West, and Warrambol; and the Town of Newtown and Chilwell.	All other parts of Victoria.
	<i>s. d.</i>	<i>s. d.</i>
<i>Mens' Hairdressing Saloons.</i>	Per Week of 48 Hours.	Per Week of 48 Hours.
Chair workers (male or female) .. .. .	124 0	114 0
Provided that any person appointed by his employer to be foreman of a saloon shall be paid 5s. extra per week if not more than five persons are employed, and if more than five persons are employed he shall be paid 1s. extra per week for each employee.		
	Per Week of 47 Hours.	Per Week of 47 Hours.
<i>Any Other Place.</i>		
Males engaged in—	Per Week of 47 Hours.	Per Week of 47 Hours.
Children's haircutting .. .. .	126 0	121 0
Ladies' haircutting .. .. .	146 6	141 6
Making up combings .. .. .	156 6	151 6
All other males .. .. .		
	Per Week of 20 Hours.	Per Week of 20 Hours.
Female window models .. .. .	152 6	147 6
	Per Week of 47 Hours.	Per Week of 47 Hours.
Females engaged in—		
Children's haircutting .. .. .	98 3	94 3
Ladies' haircutting .. .. .	95 9	92 0
Attending to electrical curling and waving machines .. .. .	84 9	81 3
Hair work .. .. .	80 3	77 0
Female receptionists .. .. .	48 6	47 0
All other females .. .. .	79 0	75 6

(3) TIME OF BEGINNING AND ENDING WORK—

	Time of Beginning.			Time of Ending.				
	On Friday.	On Saturday.	On the other Working Days of the Week.	On the day upon which the Half-holiday for Shops is observed.	On the usual Late Trading Day.		On the other Working Days of the Week.	
					In Flinders-street, Spencer-street, Latrobe-street, and Spring-street, and within the Area enclosed by such streets in the city of Melbourne.	In all other parts of Victoria.	In Flinders-street, Spencer-street, Latrobe-street, and Spring-street, and within the Area enclosed by such streets in the city of Melbourne.	In all other parts of Victoria.
(a) For persons engaged solely in hair or scalp treatment, toilet work or ladies' hairdressing ..	8.30 a.m.	8.30 a.m.	9 a.m.	1 p.m.	8 p.m.	9 p.m.	6 p.m.	6 p.m.
(b) For other persons ..	8.30 a.m.	8 a.m.	8.30 a.m.	1 p.m.	8 p.m.	9 p.m.	6 p.m.	7 p.m.

Provided that on any working day, other than the usual late trading day or the day preceding a public holiday in the case of a shop which is closed for the whole of such public holiday, no employee shall work or be permitted to work after the hour of 6.5 p.m. in any hairdressing saloon or other place in Flinders-street, Spencer-street, Latrobe-street, and Spring-street, and within the area enclosed by such streets in the City of Melbourne.

Provided further that on the usual late trading day or the day preceding a public holiday in the case of a shop which is closed for the whole of such public holiday, no employee shall work or be permitted to work after the hour of 8 p.m. in any men's hairdressing saloon in Flinders-street, Spencer-street, Latrobe-street, and Spring-street, and within the area enclosed by such streets in the city of Melbourne.

Provided further that no employee shall, on any day, work or be permitted to work before the time fixed in this clause for beginning work in any hairdressing saloon or other place within the metropolitan district as defined in the Factories and Shops Acts.

(4) OVERTIME—

The rate of time and a half shall be paid for all work done—

(a) Outside the hours fixed as the times of beginning and ending work.

(b) Within the hours fixed as the times of beginning and ending work in excess of the maximum number of hours fixed as a week's work.

(c) In excess of four and a half hours on the day upon which the half-holiday for shops is observed, ten hours on the usual late trading day, or eight and a half hours on any other working day of the week.

(5) TIME WAGES.—Any person employed on time wages for less than the number of hours fixed for an ordinary week's work shall—

(i) for each hour worked up to one-half the number of hours fixed be paid—

(a) in any week in which two or more Public Holidays occur At the ordinary wages rate with an addition of fifty per centum.

(b) in any other week .. .. . At the ordinary wages rate with an addition of thirty-three and one-third per centum.

Provided that any person employed for less than 13 hours shall be paid at ordinary wages rate with an addition of fifty per centum.

(ii) for each hour worked beyond the one-half mentioned in sub-clause (i) be paid the ordinary wages rate up to but not exceeding ordinary wages rate for an ordinary week's work.

If the time actually worked by an employee, who is definitely engaged for a period less than the number of hours fixed for a week's work, includes a fraction of an hour exceeding five minutes, the employee shall be paid for such fraction as for a full hour.

(6) ALLOWANCES—

(a) *Within the Metropolitan District as defined in the Factories and Shops Acts.*—Every employer whose place of business is outside a radius of 6 miles from the General Post Office, Melbourne, shall pay to each employee who is engaged for less than one week's continuous work the fares necessarily expended by the employee in travelling between his home and the employer's place of business.

(b) *Outside the Metropolitan District as defined in the Factories and Shops Acts.*—Every employer shall pay the fares necessarily incurred by an employee in proceeding from his home to employment outside the Metropolitan District, and also the fares necessarily incurred by the employee in returning to his home at the termination of his employment with the employer. Provided that the employer shall not be required to pay the fare to his home of an employee who voluntarily leaves the service of the employer before he has completed a period of three months in such employment.



(7) **SPECIAL RATES.**—Double time shall be paid for all work done on Sundays, New Year's Day, Labour Day, Good Friday, Christmas Day, 26th January (Australia Day), Easter Monday, King's Birthday, and Boxing Day, and, within the Metropolitan District as defined in the Factories and Shops Acts, for all work done on Melbourne Cup Day; 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. In addition double time shall be paid for all work done on the 27th December when such day is a Saturday.

(8) **UNIFORMS.**—Any employee who is required by his employer to provide himself with a special uniform shall have refunded to him, by the employer, so much of the cost of same as exceeds 12s. 6d. per uniform. Such uniform shall become the property of the employee. The entire cost of special uniforms shall be borne by the employer where the employee is employed for a period of less than six months. Where change to special designs in uniforms is required, the employer shall bear the cost of same.

In cases where the employer arranges for the laundering of the uniform of any employee he shall be entitled to deduct from the wages of such employee the actual cost of such laundering not exceeding 9d. per week.

(9) **MEALS.**—Meal breaks of not less than 60 consecutive minutes shall be allowed to each employee between the hours of 11.30 a.m. and 1.45 p.m., and between the hours of 4.15 p.m. and 7 p.m. Provided that in the case of any employee who ceases work not later than 6.5 p.m. on any day no second meal break shall be allowed on such day.

In any shop meals may be partaken of only in some room or place in which hairdressing or toilet work is not actually being carried on.

(10) **DAY AND LATEST HOUR FOR PAYMENT OF WAGES.**—Five o'clock p.m. on Friday shall be the day and latest hour for payment of wages.

(11) **ANNUAL LEAVE.**—Any employee who has been in the service of the same employer for a period of not less than twelve months shall be granted one week's holiday on full pay in each year (exclusive of the holidays specified in clause (7)), and such holidays shall be given within three months of completion of each twelve months' service. Should an employee's services be terminated before the expiration of twelve months' service he shall be entitled to *pro rata* holidays on full pay, i.e., one day for each two complete months of service.

(12) **TERMINATION OF EMPLOYMENT.**—Except where the conduct of an employee justifies instant dismissal, seven days' notice of termination of employment shall be given by either employer or employee, or one week's wages shall be paid or forfeited in lieu thereof.

In the case of an employee who has been engaged from week to week (whether for an ordinary week's work or for any definite period other than an ordinary week's work) for at least four weeks the expression "termination of employment" shall include any variation of the terms of his engagement whereby he is to work weekly for a shorter period than that for which he was previously engaged. "A week's wages" shall mean the wages in respect of the weekly period for which he was previously engaged.

(13) **APPRENTICES AND IMPROVERS ON ELECTRICAL CURLING OR WAVING MACHINES.**—Female apprentices and improvers shall assist in operating electrical curling or waving machines only in the presence of a person receiving not less than the minimum wage.

(14) **PREMIUMS OR BONUSES.**—No person shall, either directly or indirectly, request or permit any other person to pay or give or shall receive from any other person, any premium, bonus, consideration or payment for employing or teaching or purporting to employ or teach any person subject to this Determination any of the callings to which the Determination applies.

(15) **TIME BOOK.**—In a book provided for such purpose by the employer, every employee shall indelibly record and initial daily his or her correct times of beginning and ending work and the correct times of ceasing and commencing work before and after the meal breaks prescribed in clause (9) of this Determination. Such book shall be open for inspection by the Secretary, Assistant Secretary or an accredited official of the Victorian Branch of the Australian Hairdressers', Wigmakers' and Hairworkers' Employees' Federation between the hours of 9 a.m. and 5 p.m. of any working day except Saturday at the employer's shop or other convenient place, provided that only one demand for each inspection shall be made at the same establishment in any calendar month. Such demand shall not be made unless the Secretary, Assistant Secretary or accredited official of the said Federation suspects that a breach of this Determination has been committed.

A. V. BARKNS, J.P., Chairman.

J. W. RYAN, Secretary.

Melbourne, 2nd April, 1943.

