VICTORIA

GOVERNMENT GAZETTE.

Published by Authority.

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

No. 157] MONDAY, AUGUST 12. [1946

Factories and Shops Acts.

DETERMINATION OF THE FURNITURE BOARD.

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

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

(1) any person employed in wholly or partly preparing or manufacturing any article of furniture or in repairing any new or secondhand article of furniture, usually made or partly prepared by cabinet-makers, chair and couch makers, upholsterers, wood carvers, french-polishers, and wood turners;

(2) any person or persons or classes of persons employed in—

(a) fixing or repairing new or secondhand furniture or seating in buildings; or

(b) french, wax, or lacquer polishing. new or secondhand furniture or fittings in or in connexion with buildings;

(3) any person or persons, or classes of persons, employed in the trade of designing, making, painting, or decorating—

(a) furnishing accessories or novelties, wholly or partly made of wood, such as nut bowls, smokers' or ornamental stands, or fancy boxes;

(b) domestic woodware, such as bread boards or salt boxes;

(c) walking sticks;

(4) any person employed in wholly or partly preparing or manufacturing furniture timbers cut to size, veneers, veneered panels, plywood or coreboard, but not including persons subject to the determination of any other Wages Board heretofore appointed;

(5) any person or persons or classes of persons employed in the manufacturing processes of a maker of overmantels and of wood mantelpieces (other than wood mantelpieces to be painted, such as usually made in sawmills) or in repairing any such overmantels or wood mantelpieces;

(6) any persons or persons, or classes of persons, employed in the manufacturing of wire mattresses;

(7) any person employed in the manufacture of mattresses or bedding;

(8) females employed as upholstresses, whether as carpet hands, table hands, or drapery hands; and

males employed in planning and laying floor coverings, or fixing draperies, blinds, or screens; and

males or females employed in making blinds;

but not including persons subject to the jurisdiction of the Tentmakers Board;

(9) any person or persons or classes of persons employed either inside or outside a factory or workroom in the process, trade, or business of a maker of picture frames, including art pictures frames, framed mirrors, and overmantels other than overmantels usually made by cabinet-makers,

has made the following Determination namely:—

1. That on the 1st January, 1946, the last previous Determination of this Board (previously issued in six separate sections viz:—Bedding, General Furniture, Picture Frame, Planning Carpets &c., Wire Mattress, and Wood Mantelpiece or Overmantel Sections), shall be revoked and replaced by this Determination.

No. 157.—7182/46.

2. APPRENTICES AND IMPROVERS.

WEEKLY WAGES.			PROPORTION (in any place).
APPRENTICES.	Males. s. d.	Females. s. d.	**APPRENTICES.**
First year	20 9	20 0	*Males.* One male apprentice to every three or fraction of three male workers receiving not less than the minimum wage.
Second year	31 7	30 4	
Third year	42 0	34 11	*Females.* One female apprentice to every female worker receiving not less than the minimum wage.
Fourth year	62 10	45 5	
Fifth year	83 1	52 0	
And thereafter the minimum wage.			
IMPROVERS.	Males. s. d.	Females. s. d.	**IMPROVERS.**
Under 16 years of age	18 9	16 9	*Males.* One male improver to every six or fraction of six male workers receiving not less than the minimum wage. Provided that at least three male workers receiving not less than the minimum wage must be employed before a male improver can be employed. Provided also that— In the case of the bedding and wire mattress section where no apprentices are employed, one male improver shall be allowed to every four or fraction of four workers receiving not less than the minimum wage. In the picture frame section one male improver shall be allowed to every three or fraction of three workers receiving not less than the minimum wage.
16 and under 17	20 9	20 0	
17 and under 18	31 7	30 4	
18 and under 19	42 0	34 11	
19 and under 20	62 10	45 5	
20 and under 21	83 1	52 0	
			Females. One female improver to every six or fraction of six female workers receiving not less than the minimum wage. Provided that in the bedding and wire mattress section where no female apprentices are employed, one female improver shall be allowed to every four or fraction of four workers receiving not less than the minimum wage.

3. OTHER EMPLOYEES.

—	Weekly Wages. Within 20 Miles of G.P.O., Melbourne, 10 Miles of G.P.O., Geelong, at Warrnambool, and in the Mildura and Gippsland Districts.	Weekly Wages. Elsewhere in Victoria.
GROUP "A" GENERAL FURNITURE SECTION.		
Males.	£ s. d.	£ s. d.
Operator of Boult's carver or shaping machine	6 11 0	6 8 0
Moulding machinist—		
(a) who grinds his own cutters	6 11 0	6 8 0
(b) who does not grind his own cutters	6 2 0	5 19 0
Cabinet-maker, wood carver, chair-frame maker (other than stuffover chair-frame maker)	6 11 0	6 8 0
Stuffover chair or couch frame maker	5 19 0	5 16 0
Polishers required to spirit off or acid off	6 11 0	6 8 0
Other polishers	6 2 0	5 19 0
Upholsterer	6 6 0	6 3 0
Wood turner, painter, assembler	6 2 0	5 19 0
Operator of band saw, jig saw, circular saw, buzzer, planer, thicknesser, dovetailer, tenoner, morticer, or glue jointer	5 19 0	5 16 0
Persons setting up or operating copying or automatic lathe	5 19 0	5 16 0
Persons cramping furniture or chairs	5 19 0	5 16 0
Persons packing mantelpieces or overmantels	5 6 0	5 3 0
Persons rubbing down, filling, varnishing, or staining	5 14 0	5 11 0
Sprayhands, staining or lacquering	5 19 0	5 16 0
Veneer cutters, matchers, layers or gluers engaged in the preparing or making of veneered panels, or plywood, or coreboard, or partly prepared timber, or parts of furniture timbers cut to size	5 19 0	5 16 0
Persons cramping, or glueing, or cementing or fastening together partly prepared timber or furniture timbers cut to size	5 19 0	5 16 0
Timber bender, operator or sander, boring, or any other machine not provided for above	5 11 0	5 8 0
Stackers, yardmen	5 1 0	4 18 0
All others	5 1 0	4 18 0
Females.		
Female employed as upholstress	3 3 0	3 1 6
Female employed as veneer matcher	3 3 0	3 1 6
Female employed in designing, making, painting or decorating—		
(a) furnishing accessories or novelties	3 3 0	3 1 6
(b) domestic woodware	3 3 0	3 1 6
(c) walking sticks	3 3 0	3 1 6

OTHER EMPLOYEES—*continued.*

—	Weekly Wages. Within 20 Miles of G.P.O., Melbourne, 10 Miles of G.P.O., Geelong, at Warrnambool, and in the Mildura and Gippsland Districts.	Weekly Wages. Elsewhere in Victoria.
GROUP "B" BEDDING AND WIRE MATTRESS SECTION.		
Males.	£ s. d.	£ s. d.
Bedding hands engaged in tufting or quilting, including repairers	5 15 6	5 12 6
Operator of Boult's carver or shaping machine	6 11 0	6 8 0
Moulding machinist—		
(a) who grinds his own cutters	6 11 0	6 8 0
(b) who does not grind his own cutters	6 2 0	5 19 0
Operator of buzzer, planer, thicknesser, circular saw, tenoner, or mortiser	5 19 0	5 16 0
Operator of sander, boring, or any other machine not otherwise specified	5 11 0	5 8 0
Wireweaver	5 15 6	5 12 6
Stretcher-up, tacker-on, splitter-up, or varnisher	5 14 0	5 11 0
Spray hands	5 19 0	5 16 0
All others	5 1 0	4 18 0
Females.		
Females	3 3 0	3 1 6
GROUP "C" CARPET PLANNING SECTION.		
Males.		
Carpet planner	6 11 0	6 8 0
Cutter of loose covers or curtains or drapes	6 4 0	6 1 0
Persons mounting, making or hanging blinds, fixing drapes and screens, or laying floor covers	5 19 0	5 16 0
All others	5 1 0	4 18 0
Females.		
Females	3 3 0	3 1 6
GROUP "D" PICTURE FRAMES SECTION.		
Males.		
Compo workers	5 11 0	5 8 0
Fitters up	5 11 0	5 8 0
Gilders or bronzers	5 14 0	5 11 0
Mount cutters	5 14 0	5 11 0
Mounters	5 11 0	5 8 0
Joiners	5 14 0	5 11 0
Persons working at—		
Band or jig saws	5 19 0	5 16 0
Other saws	5 14 0	5 11 0
Moulding machines	5 19 0	5 16 0
Shaping machines	6 5 0	6 2 0
Stainers who mix and apply stain and finish any kind of wood or compo	5 14 0	5 11 0
Wood turners	6 2 0	5 19 0
All others	5 1 0	4 18 0
Females.		
Females	3 3 0	3 1 6

DEFINITIONS.

4. A chairmaker is an employee who makes any class of chairs other those in which the woodwork is wholly prepared by machines and set up by assemblers.

A stuffover chair and couch frame maker is a person who makes frames on which the upholsterers cover all the woodwork except the legs or feet and of which the woodwork is prepared by machines.

A varnisher is a person employed solely coating with a brush or dipping parts of or completed articles of furniture of any class covered by this Determination with any oil or spirit varnish, lacquer, or substitute for such oil or spirit varnish or lacquer.

ORDINARY WEEK'S WORK.

5. The number of hours to constitute a week's work shall be as follows :—

Males	44 hours	To be worked between the times of beginning and ending work shown below.
Females	44 hours	

Times of beginning.	Times of ending.
7.30 a.m.	5 p.m. Mondays to Fridays.
7.30 a.m.	12 noon Saturdays.

OVERTIME.

6. Except in the case of shift work all time worked—

(a) Before or after the usual times of beginning and ending work ;
(b) In excess of nine hours per day ;
(c) In excess of 44 hours in any week ;

shall be paid for at the rate of time and one half for the first four hours and double time thereafter, provided that all time worked between the hours of 9 p.m. and 7.30 a.m. shall be paid for at double time.

All work done outside the times of beginning and ending work on any holiday specified in clause 18 shall be paid for at the rate of double ordinary time.

No person under the age of seventeen years shall be permitted to work more than four hours overtime in any week.

SHIFT WORK.

7. Shift work may be worked subject to the following conditions :—

(a) Any afternoon or night shift which does not continue for five successive shifts shall be paid at the rate of time and a half.

(b) Except as hereinafter provided, for any afternoon or night shift which has been in operation for five successive shifts or more and less than one month ten per cent. more than ordinary rates shall be paid and after such shifts have continued for more than one month seven and one-half per cent. more than ordinary rates shall be paid.

(c) Shift workers shall be paid overtime at the rate of time and a half for the first four hours and double time thereafter for all time worked in excess of shift hours.

(d) Employees who during a period of engagements work only on night shifts shall be paid at the rate of time and a quarter.

(e) When employees are called upon to work afternoon and night shifts only they shall change over week and week about and shall be paid ten per cent. above ordinary rates for both shifts.

(f) When employees work day and afternoon shifts only they shall change over week and week about and shall be paid ten per cent. extra for afternoon shifts.

(g) The ordinary hours of actual work or duty exclusive of meal breaks off duty (if any) of employee working on shift shall not exceed—

(i) Eight in any one day ; or

(ii) 48 in any one week ; or

(iii) an average of 44 per week during any period of three weeks of such employment upon such shifts.

TEA MONEY.

8. All employees required to work beyond the usual time of ending work shall be allowed 2s. tea money in addition to overtime rates as prescribed for in this Determination when the usual time of ending work is exceeded by two hours.

TERMS OF ENGAGEMENT.

9. Except as herein in this Determination provided, all employees shall be employed by the week. Employees to become entitled to the weekly wage prescribed by this Determination must be available and ready and willing to perform such work as the employer shall from time to time require on the days and during the hours usually worked by the class of employees affected. Where the majority of the employees of any establishment or of any department of such establishment agree to work part time for any period or to close down for any period on days other than the prescribed holidays, the provisions of the weekly wage shall not apply to any employee of such establishment or department during such periods.

Employment for the first two weeks of service at any time shall be from hour to hour at the weekly rate fixed.

Notwithstanding anything herein contained employees engaged on the making of refrigerators may be employed on hourly hiring provided that they are paid at the rate of 5s. per week extra (with a proportionate amount added to the wages of juveniles) when so employed, such payment to be compensation for sick pay and public holiday pay, but such amount shall not be taken into account in computing overtime, Sunday, and holiday rates.

CASUAL LABOUR.

10. Casual labour at hourly rates may be engaged, provided the rates are 10 per cent. higher than those prescribed for weekly hands.

Casual labour means labour where an employer does not provide a full week's work, but does not include a weekly hand whose engagement is terminated in the middle of a week.

TERMINATING EMPLOYMENT.

11. Employment to be terminated only by a week's notice on either side, and such notice may be given at any time during the week. This shall not affect the right of the employer to dismiss any employee without notice for malingering, inefficiency, neglect of duty, or misconduct, or to deduct payment for any time the employee cannot be usefully employed because of any strike, or through any breakdown of machinery, or any stoppage of work by any cause for which the employer cannot reasonably be held responsible.

An employer shall not terminate the employment of an employee for the purpose of evading payment for the holidays prescribed by this Determination.

Where an employee is dismissed within seven days prior to any such holiday the re-engagement of such employee within seven days after such holiday shall be prima facie evidence that the employment was terminated for the purpose of evading payment for such holiday.

Where the employer terminates the employment within one week of a day on which a holiday occurs, the employee shall be paid for such holiday or holidays prescribed by this Determination provided that such employee had been employed by the employer for a period of at least one week prior to the termination of the employment.

Should an employee be dismissed during the course of a week, any wages due to him or her shall be paid to him or her forthwith or shall be posted to him or her within 24 hours.

SPECIAL RATES FOR SUNDAYS AND HOLIDAYS.

12. Any employee who is employed on any holiday specified in clause 18 shall be paid at the rate of the ordinary time in addition to the usual rate.

All work done on Sundays shall be paid for at the rate of double time.

MIDDAY MEAL.

13. An interval of not less than 30 minutes shall be allowed for the midday meal between the hours of 12 noon and 2 p.m.

REST PERIOD.

14. When any spell of duty is for more than four hours, an interval of ten minutes, to be selected by the employer, shall be allowed in the third hour to females for refreshment. The interval shall be as part of the time of duty, without deduction of time-work pay. During such rest period the employees may leave their seats, but not the premises.

MIXED FUNCTIONS.

15. (a) Where an employee is engaged in any one week for more than half of such week at work in a higher class than he or she is employed to perform, he or she shall be paid for the full week at the highest rate payable for any such work under this Determination ; but if he or she is engaged for less than half of any such week, he or she shall only be paid at the rates fixed by this Determination for the work he or she actually performs.

(b) An assembler engaged up to twenty-five per cent. of his time in trimming straight square edges and making minor adjustments shall be paid the rate prescribed for an assembler. If so engaged more than twenty-five per cent., and not more than fifty per cent. of his time he shall be paid cabinet makers' rates for the time so engaged. If more than fifty per cent. of his time is so occupied he shall be paid cabinet makers' rates for the full time worked.

MATERIALS TO BE PROVIDED.

16. Any person employed in wholly or partly preparing or manufacturing any article of furniture or in preparing any new or secondhand article of furniture shall be paid 6d. per hour in addition to the lowest rate fixed by this Determination, unless the following are provided by the employer if required in the performance of the work :—Benches, wood or iron clamps over 2ft. 6 in.. hand screws (in excess of four), glue pots, and glue brushes and varnish brushes. Any employee engaged at french-polishing shall be supplied with all materials, including rags, brushes, and kit-box.

ALLOWANCES FOR TRAVELLING TIME AND BOARD.

17. All time reasonably occupied by an employee in travelling to or from work outside the factory and outside ordinary hours and in travelling to and from work in a country district if engaged in the metropolitan district for employment in a country district shall be treated as time of duty and paid for at ordinary rates up to a maximum of eight hours for the journey, except on Sundays, when time and a half rates shall be paid up to a maximum of eight hours for the journey. Provided that, where an employee proceeds direct from his or her home to a job outside the factory, he or she shall be paid for all time reasonably occupied in travelling to the job in excess of the time usually taken to go from his or her home to the factory.

All fares and reasonable travelling expenses incurred by an employee in such travelling, including the cost (if any) incurred for meals—together with the reasonable cost of board and lodging if the employee has to be away from his or her home for a night shall be paid to the employee.

The fares allowed shall be first class where the employee has to travel all night in connexion with his or her employer's business, and in other cases the fares shall be second class.

The foregoing travelling and accommodation allowances shall be paid additional to the usual rates for the time employees are working.

When it is more convenient for the employee to go direct to the job from his or her home, he or she shall do so, and start and cease work at the usual times customary at the factory, provided that any extra expense incurred by him or her in travelling shall be borne by the employer.

HOLIDAYS, ANNUAL LEAVE AND SICK PAY.

Holidays.

18. (*a*) The following days shall be observed as holidays for all weekly wage employees—the days observed as New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Melbourne Cup Day, Christmas Day, and Boxing Day. All work done on the said holidays shall be paid for at ordinary rates in addition to the provisions of sub-clause (*c*) hereof.

Annual Leave

(*b*) All weekly wage employees shall be granted their annual leave at Christmas time. Such leave shall consist of fourteen consecutive days which shall be exclusive of any of the holidays prescribed by sub-clause (*a*) hereof and if any of such holidays falls within the period of annual leave and is observed on a day which would have been an ordinary working day there shall be added to the period of annual leave one working day for each such holiday falling as aforesaid.

The representatives of the parties shall meet not later than three months before Christmas for the purpose of determining the date on which the factories shall close down for the annual leave and Christmas—New Year holidays.

Loaded Rate to Provide Credits from which Payment for Holidays, Annual Leave and Sick Pay shall be Made.

(*c*) (i) Each weekly wage employee shall be credited by the employer with a sum equal to 4¼ hours pay for each week of continuous service.

(ii) On or before the pay preceding a holiday, the amount of time that the employee will work short because of the holiday and the wage equivalent of such time shall be ascertained.

(iii) If on such pay day there is standing to the credit of the employee an amount equal to or exceeding the amount of such wage equivalent, the employer shall on the next succeeding pay day pay to the employee an amount equal to that wage equivalent and the employee's credit shall be reduced by the amount so paid. Provided that the payments from credits in respect of Good Friday and Easter Monday shall be made on the pay day immediately preceding Good Friday.

(iv) If on such pay day the amount standing to such credit is less than such wage equivalent the employer shall on that pay day pay to the employee the amount then standing to such credit and the employee's credit shall be reduced by the amount so paid.

(v) In the event of an employee being absent owing to personal sickness or personal accident arising out of or in the course of his employment, the employer shall on or before the pay day following the commencement of such absence ascertain the amount standing to the credit of such employee and shall if there be sufficient standing to the employee's credit to cover him for such absence not in excess of the number of ordinary working hours in a week's pay to him such amount and if there be not sufficient for this purpose then the employer shall pay to the employee such amount as is standing to his credit and such credit shall be reduced by the amount paid pursuant to this sub-clause. If the credit is insufficient to cover the employee for his absence through sickness or accident as above stated the employee may at his own request be paid the difference when he has accumulated sufficient credit to cover the necessary amount.

(vi) On the pay day preceding the Christmas holidays the employer shall pay to the employee such amount as is then standing to the employee's credit, plus credits up to the end of the 52nd week in the year.

(vii) In the event of an employee being absent for any cause (other than statutory holidays, annual leave, personal sickness or personal accident arising out of or in the course of his employment not in excess of the number of ordinary working hours in a week in any year) the employer may reduce the amount to be credited to such employee by an amount pro rata to such absence.

PAY DAY.

19. All employees shall be paid weekly on any other day than Saturday.

No employer shall hold more than two days' pay in hand.

Any employee kept waiting for his or her pay on pay day for more than a quarter of an hour after the usual time for ceasing work shall be paid overtime rates after that quarter of an hour and as for a quarter of an hour at least.

TIME BOOK OR RECORD.

20. (*a*) Employers shall provide at each shop, factory or place where work is being carried on a time book or record which shall contain a correct account of the hours worked and the wages received by each employee. Such time book or record shall be kept correctly entered up in ink and shall be open for inspection by a duly accredited official of the Federated Furnishing Trade Society of Australasia during the usual office hours at the office or other convenient place.

Provided that no inspection shall be demanded unless the accredited official of the said Society suspects that a breach of this Determination has been or is being committed and provided also that only one demand for such inspection shall be made in any one fortnight at the same establishment. The official making such inspection shall be entitled to take a copy of entries in any time and wages book relating to the suspected breach of this Determination.

(*b*) The time occupied by an employee in filling in any time book or cards, or in making any records, shall be treated as time of duty ; but this clause does not apply to " checking " in or out at beginning or end of duty.

RIGHT OF ENTRY OF UNION OFFICIAL.

21. A duly accredited representative of the Federated Furnishing Trade Society of Australasia shall have the right to enter employers' workshops during the midday meal hour for the purpose of interviewing employees on legitimate Union business on the following conditions :—

(a) That he produces his authority to the gatekeeper or such other person as may be appointed by the employer ;

(b) That he interview employees only at the places where they are taking their meal ;

(c) That not more than one representative in all be in any workshop at any one time ;

(d) That no one representative visit a workshop more than once in each week ;

(e) That if any employer alleges that a representative is unduly interfering with his workshop or is creating disaffection amongst his employees or is offensive in his methods or is committing a breach of any of the previous conditions, such employer may refuse the right of entry, but the representative shall have the right to bring such refusal before this Wages Board.

DILUTION OF LABOUR.

22. For the period of the war employers may engage unskilled adult male labour at operations for which this Determination provides margins, subject to the following conditions :—

(a) Dilutees may be introduced into the industry to a maximum extent of 10 per cent. of all adult male employees in any factory.

(b) Dilutees shall be called trainees.

(c) The basic wage adjusted in accordance with clause 25 shall be paid to trainees for the first three months of their employment and thereafter they shall be classified according to the particular work which they appear most suitable and be paid as follows :—

Second three months—Basic wage referred to above and 25 per cent. of the difference between such basic wage and the appropriate rate fixed for the class of work performed.

Third three months—Basic wage referred to above and 50 per cent. of the difference between such basic wage and the appropriate rate fixed for the class of work performed.

Fourth three months—Basic wage referred to above and 75 per cent. of the difference between such basic wage and the appropriate rate fixed for the class of work performed.

(d) At the end of twelve months, trainees shall be paid the full Determination rates unless the employer desires to extend the period of training. In such case he shall have the right of appeal to a joint committee composed of four representatives respectively of employees and employers, appointed under the provisions of the Federal Award for the Federated Furnishing Trade Society of Australasia. In the event of such committee failing to agree on any matter, the members thereof shall have the right to submit any matter in dispute to this Wages Board.

(e) All trainees engaged under this clause shall be registered by the joint committee.

PIECEWORK.

23. The employer may fix his own piecework prices or task rates, provided such prices or rates enable an employee of average capacity working under like conditions to earn at least 10 per cent. more than the minimum weekly wage prescribed for the class of work performed. The same piecework prices shall be paid to all pieceworkers doing the same operation in the factory, whether they be apprentices or improvers on piecework, or otherwise.

All pieceworkers who are available and ready and willing to work during the ordinary working hours shall be paid in each week, in the case of males not less than 101s., and in the case of females not less than 63s.

PERIODICAL ADJUSTMENT OF WAGES.

24. The wages rates set out in clause 3 are based upon the following basic wage for adult males and minimum wage for adult females, and, pursuant to the provisions of section 21 of the *Factories and Shops Act* 1934, shall be automatically increased or decreased by the same amount and at the same time as such basic wage and minimum wage.

The basic wage rates and minimum wage rates shown hereunder shall be adjusted as prescribed in clause 25.

Place.	Needs Basic Wage for Adult Males and Minimum Wage for Adult Females (Adjustable).	Loading (Constant).	Total Basic Wage for Adult Males and Minimum Wage for Adult Females.	Index Number Set Assigned.
	£ s. d.	£ s. d.	£ s. d.	
Within 20 miles of G.P.O., Melbourne—				
Males	4 12 0	0 6 0	4 18 0	Melbourne
Females	2 9 0	0 3 0	2 12 0	
Within 10 miles of G.P.O., Geelong, same as the contemporaneous basic wage and minimum wage for Melbourne				
Warrnambool, same as the contemporaneous basic wage and minimum wage for Melbourne				
Mildura and Gippsland districts, same as the contemporaneous basic wage and minimum wage for Melbourne				
Yallourn, until further order the same amount in excess of Melbourne as at present, viz., 6s 6d. per week				
Elsewhere, 3s. and 1s. 6d. respectively less than the contemporaneous basic wage and minimum wage for Melbourne				

ADJUSTMENT OF BASIC WAGE FOR ADULT MALES AND MINIMUM WAGE FOR ADULT FEMALES.

25. (a) Until the beginning of the first pay period to commence in August, 1946, the amounts of the basic wage and the minimum wage for females shall be as prescribed in clause 24.

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

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

(1) The Index Number set to be applied to a place is that assigned thereto in clause 24.

(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 are to be ascertained.

(4) The needs basic wage and minimum wage for adult females shall be those assigned amounts during such period of or near a quarter.

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

The Index Number Divisions in this table are based upon the equating of the Index Number 1,000 with a basic wage of 81s. per week. and any extension of the table must be of the same construction as the table.

(*c*) The amounts of the weekly rates for apprentices and improvers shall be adjusted proportionately to the basic wage, and shall accord with the rates payable from time to time under the appropriate Award of the Commonwealth Court of Conciliation and Arbitration.

(*d*) The rates for pieceworkers shall be increased or decreased in the same proportion as the rate for the journeymen or journeywomen in the respective classes.

P. A. RANDLES, J.P., Chairman.

J. R. MACPHERSON, Acting Secretary.

Melbourne, 27th June, 1946.

By Authority: J. J. GOURLEY, Government Printer, Melbourne.

VICTORIA

GOVERNMENT GAZETTE.

Published by Authority.

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

No. 158] **MONDAY, AUGUST 12.** **[1946**

Factories and Shops Acts.

DETERMINATION OF THE CONFECTIONERS BOARD.

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

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 a manufacturing confectioner," has made the following Determination, namely :—

1. That on the 22nd February, 1946, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2

Apprentices and Improvers.

WAGES PER WEEK OF 44 HOURS.

Males (assisting the Storeman and Packer).

	s.	d.
18 years of age and under 19 years	60	6
19 " " 20 "	74	3
20 " " 21 "	85	3

All Other Males.

	s.	d.
15 years of age and under ..	26	0
16 years of age	33	3
17 years of age	42	6
18 years of age	60	0
19 years of age	72	0
20 years of age	76	6

Females.

	s.	d.
16 years of age and under ..	25	9
17 years of age	31	9
18 years of age	39	9
19 years of age	46	9
20 years of age	53	6

PROPORTION.

Males (assisting the Storeman and Packer).

One male apprentice to every three or fraction of three male workers receiving not less than 107s. per week of 44 hours.

One male improver to every four or fraction of four male workers receiving not less than 107s. per week of 44 hours.

Other Male Apprentices.

One male apprentice to every three or fraction of three male workers receiving not less than 114s. per week of 44 hours.

Other Male Improvers.

One male improver to every three or fraction of three male workers receiving not less than 114s. per week of 44 hours.

Females.

Three female apprentices or improvers to every two or fraction of two female employees receiving not less than 63s. per week of 44 hours on day work or at piecework rates.

Juvenile Workers.—Males under 21 Years of Age, other than Apprentices or Improvers.

WAGES PER WEEK OF 44 HOURS.

General Hands.

	s.	d.
15 years of age and under ..	26	0
16 years of age	33	3
17 years of age	42	6
18 years of age	60	0
19 years of age	72	0
20 years of age	76	6

PROPORTION.

Two juvenile workers to every three adult workers receiving not less than the minimum wage. For the purpose of this clause a junior who is in receipt of the rate prescribed for an adult shall be counted as an adult.

Other Employees.

WAGES PER WEEK OF 44 HOURS.

Males.

	s.	d.
Confectioners	114	0
Head storeman or packer having not less than three storemen or packers under his control ..	114	0
Storeman or packer in charge of one or two persons	111	0
Storeman or packer being the only person employed in the store ..	111	0
Storeman or packer engaged in the despatch or bulk receiving stores	107	0
Machinists	106	0
General hand	101	0
All other males	98	0

Females.

	s.	d.
General workers, chocolate dippers, French cream dippers, bulk and novelty dippers, sale and counter attendants and all other adult female employees (except those provided for in clause 5) ..	63	0

DEFINITIONS.

3. "Confectioner" means an adult male, not expressly included in the definition of a machinist or general hand employed—

(i) handling or dealing with confectionery in any process of manufacture from raw materials such as sugar, glucose, gelatine, gum, or licorice, chocolate or similar material to the finished article, and includes an employee who runs by hand with any kind of funnel or bag jubes, jellies, cream fondant, snowballs, or other articles which are run into stamped or moulded starch trays or other moulded receptacles; or

(ii) operating or controlling any of the following machines:—

Chocolate dipping or covering machines.
Licorice making or shaping machine.
Depositing machine.
Cocoa bean roaster.
Milk chocolate condenser.
Lozenge stamping machine.
Lozenge cutting machine.
Mogul depositing machine.

(iii) any male employee engaged continuously tempering chocolate in quantities in excess of one cwt. at a time.

"Machinist" means an adult male employed operating any one or more of the following machines:—

Combined refiner and melanguer.
Melanguer.
Refiners.
Conches.
Cocoa mill.
Cocoa butter press.
Neat work mill.
Liquor mill.
Gum refining.

"General hand" means a male employee engaged on one or more of the following operations:—

Grinding nuts.
Stirring gum or syrup.
Smoothing, emptying, sieving starch trays.
Cleaning confectionery.
Washing tins or bottles with a capacity of over 4 lb.
Stamping lozenges.
Marking toffee on slabs.
Rolling confectionery, sticks or balls.
Blanching nuts by machine.
Cutting confectionery by hand or vertical or circular cutting machine.
Grinding figs, acids, and other ingredients used in the trade.
Weighing confectionery and ingredients (over 30 lb.).
Straining syrup or other material used in the trade.
All handling of confectionery or ingredients in the manufacture of confectionery.
Up-ending sugar or lumping sugar.
Glazing confections.
Cutting neat work.
Coating boiled goods with such ingredients as dry sugar or cocoanut, &c.
Feeding Forgrove and similar machines (except universal type).

GENERAL WORKERS.—Means a female employed at nailing up boxes, except in the despatch or bulk or receiving store, tying up boxes, bottles, tins or parcels, tinning up, boxing or packing under 30 lb. in weight; wrapping; packing stock boxes or tins or bottles; labelling; picking nuts or fruit or confection; spreading peel or confections; sieving; cutting fruit or ginger; cleaning; washing tins or bottles with a capacity of 4 lb. or under; plain piping or dotting or glazing novelties; marking confectionery; blanching nuts by hand; separating confectionery; cutting confectionery (excepting lozenges or goods of similar nature); coating jellies or other confections with such ingredients as dry sugar or cocoanut; all handling of confectionery directly it leaves the confectioner or the machine; packing confections; stirring confectionery or ingredients (if over 30 lb. to be done by males only); icing novelties; carrying goods, materials, or utensils; filling dates with cream; placing nuts on paste; and other unskilled or labouring work, except in the despatch or bulk receiving store.

CHOCOLATE OR FRENCH CREAM DIPPERS.—Means a female engaged in dipping by hand or fork goods in chocolate, French cream, or other substance, or covering by hand or fork goods with chocolate, French cream, or other substance.

BULK DIPPERS OR NOVELTY DIPPERS.—Means a female who at one operation dips or covers a number of confections in or with chocolate or other material by means of wire frames, strainers, or other utensils, or persons filling or turning out chocolate goods moulded in or on metal.

STARCH WORK.

4. (a) Any employee whether an adult or junior employed on starch boxes shall be paid 2s. 6d. per week in addition to the prescribed rate.

(b) An employer shall not employ any person under 18 years of age on starch boxes.

(c) An employer shall not employ females on smoothing starch trays or emptying or sieving starch trays with or without confections in them.

SPECIAL RATES.

5. (a) All female employees employed on any work which is usually performed by males, according to the classifications and definitions, shall be paid at the rate of wages operating for males for such work.

(b) A dust allowance of 2s. 6d. per week shall be paid to employees working in the following sections of the plant:—

Chocolate mixing from powder in werner mixers and melanguer.
V.G. crumb platform in chocolate mill.
Feeding cocoa weighing room weighing machines.
Icing sugar mill.
Cocoa mill.
Mogul machine work.

PROHIBITED WORK.

6. (a) No female under the age of eighteen (18) years shall be permitted to lift or carry more than 25 lb. in weight, and no female over eighteen (18) years shall be permitted to lift or carry more than 30 lb. in weight or stir confectionery or any other ingredients over 30 lb. in weight.

(b) Males under 18 years of age shall not be permitted to pull trucks or other conveyances of a greater load than 5 cwt. gross weight.

HOURS.

7. The ordinary working hours shall not exceed 44 per week to be worked in five days of 8 hours 48 minutes each to be worked continuously, except for a meal break as prescribed, between 7 a.m. and 5.30 p.m. on Monday to Friday inclusive.

Provided that the spread of hours herein prescribed may be altered by mutual agreement between an employer and his employees.

MEAL BREAKS.

8. (a) Employees shall be allowed a meal break of not less than half an hour between the hours of noon and 2 p.m. on each day Monday to Friday inclusive.

(b) An employee shall not be worked for more than five hours without a break for a meal.

(c) All time worked during the time ordinarily observed by an employee as his or her meal break shall be paid for at the rate of double time.

SMOKO OR REST PERIOD.

9. All employees shall be allowed a ten minute smoko or rest period each morning.

CONTRACT OF EMPLOYMENT.

10. (a) Employment shall be by the week and shall be terminated by a week's notice on either side, such notice to be given at any time during the week. This shall not affect the right of an employer to dismiss an employee without notice for malingering, inefficiency, neglect of duty, or misconduct (and in such cases wages shall be paid up to the time of dismissal only), or to deduct payment for any day the employee cannot be usefully employed because of any strike by the Association or any other organization or association or through any breakdown of machinery or any stoppage of work by any cause which the employer cannot reasonably prevent, or through slackness of work, or through the closing of factories between Christmas and New Year. This clause shall not apply to workers on night shift.

(b) Any employee not attending for duty shall lose his or her pay for the actual time of such non-attendance unless he or she produces or forwards within 48 hours of the commencement of such absence evidence satisfactory to the management that his or her non-attendance was due to personal accident arising out of and in the course of his or her employment or to personal ill health necessitating such absence:

Provided that an employee shall not be entitled to payment for non-attendance on the ground of personal accident or personal ill health or both for more than 44 hours of working time in each year.

SHIFT WORK.

11. For the purposes of this clause:—

(1) "Afternoon shift" means any shift finishing after 6 p.m. and at or before midnight.
"Night shift" means any shift finishing subsequent to midnight and at or before 9 a.m.
"Rostered shift" means a shift of which the employee concerned has had 48 hours notice.

(2) (a) The ordinary hours of shift workers shall not exceed—44 in any week to be worked in five shifts of 8 hours 48 minutes on Monday to Friday inclusive.

(b) Such ordinary hours shall be worked continuously except for meal breaks at the discretion of the employer. An employee shall not be required to work for more than five hours without a break for a meal.

(c) Except at regular change-over of shifts an employee shall not be required to work more than one shift in each 24 hours.

(d) Shift workers whilst on afternoon or night shifts shall be paid 10 per cent. more than ordinary rates for such shifts. The minimum payment for an adult on afternoon or night shift shall be 10s. per week. Juniors shall receive the adult general hand rate.

(e) Subject to this sub-clause shift workers for all time worked on a Sunday or holiday shall be paid at the rates prescribed for holidays and Sunday work. Where shifts commence between 11 p.m. and midnight on Sundays and/or holidays, the time so worked before midnight shall not entitle the employee to the Sunday or holiday rate; provided that the time worked by an employee on a shift commencing before midnight on the day preceding a Sunday or holiday and extending into a Sunday or holiday shall be regarded as time worked on such Sunday or holiday.

(f) Shift workers for all time worked in excess of or outside the ordinary working hours or on a shift other than a rostered shift shall be paid at the rate of time and a half for the first four hours and double time thereafter except when the time is worked
(i) by arrangement between the employees themselves;
(ii) for the purpose of effecting the customary rotation of shifts.

(g) Shift workers who work on any afternoon or night shift which does not continue for at least five successive afternoons or nights shall be paid at the rate of time and a half.

(h) Female shift workers whilst on afternoon and night shifts, shall be paid not less than the rates hereinbefore prescribed or 1s. per shift whichever is the higher.

(i) The method of working shifts may in any case be varied by agreement between the employer and the union to suit the circumstances of the establishment.

OVERTIME AND SUNDAY WORK.

12. (a) All time worked outside the ordinary hours shall be paid for at the rate of time and a half for the first four hours and double time thereafter.

(b) All time worked on a Sunday shall be paid for at the rate of double time.

(c) A male employee who is called upon to work overtime beyond one hour and who has not been notified when ceasing work on the previous day that he is required to work overtime shall be supplied with a meal or be paid an allowance of 1s. 6d. If such notice as aforesaid is given and the employee attends and is not required to work overtime he shall be paid the 1s. 6d. allowance. A female employee shall be paid 1s. 6d. meal allowance on any day which she is required to work overtime.

HOLIDAYS.

13. (a) All employees shall be entitled without loss of pay to the following holidays or any days observed in lieu thereof:—New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, King's Birthday, Christmas Day, Boxing Day, Melbourne Cup Day, and Union Picnic Day.

(b) "Union Picnic Day" shall be a day (other than a Saturday or Sunday) set apart for the holding of a picnic, and such day shall be arranged between the employers and the Union and no employee shall be entitled to payment for such day unless a ticket for the picnic has been purchased.

(c) Employees working on any of the holidays mentioned in sub-clause (a) hereof shall in addition to the prescribed wage be paid at the rate of ordinary time for the time worked with a minimum payment as for four hours.

(d) An employer shall not terminate the employment of an employee for the purpose of evading payment for the holidays mentioned in sub-clause (a) hereof.

(e) Employees shall be entitled to and receive payment for the holidays as prescribed in sub-clause (a) hereof, provided that they shall be available for duty on the last working day their services are required preceding and the first working day following such holiday, provided that the employees may be absent with the consent of either the manager or the head of the department in which the employee is working.

(f) Pieceworkers working on any of the holidays mentioned in sub-clause (a) hereof shall in addition to the piecework earnings be paid at the rate of ordinary time for such holiday.

ANNUAL LEAVE.

14. (a) Except as hereinafter provided, a period of 14 consecutive days' leave shall be allowed annually to an employee after twelve months' continuous service (less the period of annual leave) as an employee in any one or more of the occupations to which this Determination applies.

Seven-day Shift Workers.

(b) In addition to the leave hereinbefore prescribed seven-day shift workers, that is shift workers who are rostered to work regularly on Sundays and holidays shall be allowed seven consecutive days' leave including non-working days.

Where an employee with twelve months' continuous service is engaged for part of the twelve-monthly period as a seven-day shift worker, he shall be entitled to have the period of fourteen consecutive days' annual leave prescribed in sub-clause (a) hereof increased by half a day for each month he is continuously engaged as aforesaid.

Annual Leave Exclusive of Public Holidays.

(*c*) Subject to this sub-clause the annual leave prescribed by this clause shall be exclusive of any of the holidays prescribed by clause 13 of this Determination and if any such holiday falls within an employee's period of annual leave and is observed on a day which in the case of that employee would have been an ordinary working day there shall be added to that period one working day for each such holiday falling as aforesaid.

Where a holiday falls as aforesaid and the employee fails without reasonable cause proof whereof shall be upon him to attend for work on the working day immediately preceding the first day or at his ordinary starting time on the working day immediately following the last day of the period of his annual leave he shall not be entitled to be paid for any such holiday.

Broken Leave.

(*d*) The annual leave shall be given and taken in a continuous period or, if the employer and employee so agree, in two separate periods and not otherwise.

Calculation of Continuous Service.

(*e*) For the purpose of this clause service shall be deemed to be continuous notwithstanding—

(i) any interruption or determination of the employment by the employer if such interruption or determination has been made merely with the intention of avoiding obligations hereunder in respect of leave of absence;

(ii) any absence from work on account of sickness or accident or on account of leave lawfully granted by the employer; or

(iii) any absence with reasonable cause proof whereof shall be upon the employee.

In calculating the period of twelve months' continuous service any such absence as aforesaid shall not except to the extent of not more than 14 days in a twelve-monthly period in the case of sickness or accident, be taken into account in calculating the period of twelve months' continuous service.

In cases of personal sickness or accident or absence with reasonable cause the employee to become entitled to the benefit of this clause shall, within 48 hours of the commencement of his absence, submit evidence satisfactory to the employer that his absence is due to personal sickness, accident or reasonable cause and shall if practicable inform the employer in writing of the nature of the illness injury or other cause of absence and the estimated duration of absence.

Any absence from work by reason of any cause not being a cause specified in this clause shall not be deemed to break the continuity of service for the purposes of this clause unless the employer during the absence or within 14 days of the termination of the absence notifies the employee in writing that such absence will be regarded as having broken the continuity of service.

In cases of individual absenteeism such notice shall be given in writing to the employee concerned, but in cases of concerted or collective absenteeism notice may be given to employees by the posting up of a notification in the plant, in the manner in which general notifications to employees are usually made in that plant and by posting to the union whose members have participated in such concerted or collective absenteeism a copy of same not later than the day it is posted up in the plant.

A notice to an individual employee may be given by delivering same to him personally or by posting it to his last recorded address in which case it shall be deemed to have reached him in due course of post.

Calculation of Service.

(*f*) Service before 1st January, 1946, shall be taken into consideration for the purpose of calculating annual leave but an employee shall not be entitled to leave or payment in lieu thereof for any period in respect of which leave or a payment in lieu thereof has been made under the clause hereby varied. Provided however, that in respect of service before the 1st January, 1946, the annual leave shall be allowed at the rate of 3⅝ hours for each completed one month of continuous service and in respect of service after that date at the rate of 7½ hours for each completed one month of service. Any broken part of a month served before the 1st January, 1946, shall for the purpose of this clause be deemed to be service after the 1st January, 1946. The period of annual leave to be allowed under this sub-clause shall be calculated to the nearest day any broken part of a day in the result not exceeding half a day to be disregarded.

Where the employer is a successor or assignee or transmittee of the business if an employee was in the employment of the employer's predecessor at the time when he became such successor or assignee or transmittee the employee in respect of the period during which he was in the service of the predecessor shall for the purpose of this clause be deemed to be in the service of the employer.

Calculation of Month.

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

Leave to be Taken.

(*h*) The annual leave provided for by this clause shall be allowed and shall be taken and except as provided by sub-clause (1) hereof payment shall not be made or accepted in lieu of annual leave.

Time for Taking Leave.

(*i*) Annual leave shall be given at a time fixed by the employer within a period not exceeding six months from the date when the right to annual leave accrued and after not less than two weeks' notice to the employee.

Leave Allowed Before Due Date.

(*j*) An employer may allow annual leave to an employee before the right thereto has accrued due but where leave is taken in such a case a further period of annual leave shall not commence to accrue until after the expiration of the twelve months in respect of which annual leave has been taken before it is accrued.

Where leave has been granted to an employee pursuant to this sub-clause before the right thereto has accrued due and the employee subsequently leaves or is discharged from the service of the employer before completing the twelve months continuous service in respect of which the leave was granted the employer may for each one complete month of the qualifying period of twelve months not served by the employee deduct from whatever remuneration is payable upon the termination of the employment one twelfth of the amount of wage paid on account of annual leave, which amount shall not include any sums paid for any of the holidays prescribed by clause 13 of this Determination.

Payment for Period of Leave.

(*k*) Each employee before going on leave shall be paid two weeks' wages except a seven-day shift worker who shall be paid the amount of wage he would have received in respect of the ordinary time which he would have worked had he not been on leave during the relevant periods. For the purpose of this sub-clause and sub-clause (1) hereof wages shall be at the rate prescribed by clauses 2, 4 and 5 of this Determination for the occupation in which the employee was ordinarily employed prior to the commencement of his leave or the termination of his employment as the case may be. Payment in the case of employees employed on piece or bonus work or any other system of payment by results shall be at time rates.

Proportionate Leave on Dismissal.

(*l*) If after one month's continuous service in any qualifying twelve-monthly period an employee lawfully leaves his employment or his employment is terminated by the employer through no fault of the employee the employee shall be paid at his ordinary rate of wage for 3⅝ hours in respect of each completed one month of continuous service before the 1st January, 1946, and for 7½ hours at the same rate in respect of each completed month of continuous service after that date, the service in each case being service in respect of which leave has not been granted hereunder.

Annual Close Down.

(*m*) Where an employer closes down his plant, or a section or sections thereof, for the purpose of allowing annual leave to all or the bulk of the employees in the plant, or section or sections concerned, the following provisions shall apply—

(i) He may by giving not less than one month's notice of his intention so to do, stand off for the duration of the close down all employees in the plant or section or sections concerned, and allow to those who are not then qualified, for two full weeks' leave paid leave on a proportionate basis of one-sixth of a week's leave for each completed month of continuous service.

(ii) An employee who has then qualified for two full weeks' leave and has also completed a further month or more of continuous service shall be allowed his leave and shall also be paid one-sixth of a week's wages in respect of each completed month of continuous service performed since the close of his last twelve-monthly qualifying period.

(iii) The next twelve-monthly qualifying period for each employee affected by such close down shall commence from the day on which the plant, or section or sections concerned is reopened for work.

(iv) If in the first year of his service with an employer an employee is allowed proportionate annual leave under paragraph (i) hereof, and subsequently within such year lawfully leaves his employment or his employment is terminated by the employer through no fault of the employee, he shall be entitled to the benefit of sub-clause (*l*) of this clause subject to adjustment for any proportionate leave which may have been allowed as aforesaid.

Disputes.

(*n*) Any dispute arising in connexion with annual leave shall be referred to the Wages Board for decision.

PAYMENT OF WAGES.

15. (*a*) All wages shall be paid not later than Friday in each week.

(*b*) An employer shall not keep more than two days' pay in hand:

Provided that in those cases in which three days' pay was on the 20th day of November, 1939, kept in hand the employer may continue to keep not more than that number of days' pay in hand.

(*c*) If an employee leaves his or her employment or is dismissed he or she shall, provided that the necessary money is then available at the factory office be paid his or her wages upon leaving or being dismissed.

(*d*) All wages shall be paid during working hours.

MIXED FUNCTIONS.

16. When an employee is put to work temporarily on work of a classification higher than that under which he or she was engaged or deemed to be working, he or she shall be paid the higher rate prescribed for the higher classification for the time he or she is occupied upon such work.

DINING ROOM ACCOMMODATION.

17. The employer shall provide for employees proper dining room accommodation and a sufficient quantity of boiling water at meal hours. The employer shall also provide a heating apparatus in the dining room where more than three females are employed.

WASHING FACILITIES.

18. The employer shall provide suitable washing facilities for employees.

LOCKERS AND DRESSING ROOM.

19. The employer shall provide a cloak and dressing room, and suitable lockers for the use of female employees.

OVERALLS AND TOOLS OF TRADE.

20. (*a*) Where an employee is required by the employer to wear overalls, caps, uniforms, aprons, &c., other than those normally worn in his or her occupation the employer shall supply the same.

(*b*) The employer shall provide all tools of trade required and used by employees in the course of their employment.

SEATING ACCOMMODATION (FEMALES ONLY).

21. Where practicable the work of the employee shall be performed sitting or standing, whichever is the more convenient. Where practicable the employees shall have the right to change the position of the work either from sitting to standing or from standing to sitting position at any time they feel disposed during working hours unless impracticable owing to the nature of the work.

FIRST AID.

22. The employer shall provide and maintain in every factory or workshop a properly equipped first aid ambulance chest, which shall be a suitable dustproof receptacle made of either metal or wood and shall make it available for the use of employees in some accessible place in the said factory or workshop.

UNION BUSINESS.

23. (*a*) Officials of the Federated Confectioners Association of Australia and The Federated Storeman and Packers Union of Australia may absent themselves from work without pay to attend to the business of the Association, or Union if they give at least one day's notice to the employer.

(*b*) An employer shall not prevent the secretary of such Association or Union or any official thereof authorized by the Association or Union from visiting or conversing with the members of the Association or Union at meal times or before or after the hours of work in a place mutually agreed upon by the employer or his works manager and the Association or Union secretary or other authorized official.

FACILITIES FOR UNION OFFICERS AND MEMBERS (FEMALES ONLY).

24. At each factory reasonable facilities shall be afforded members and officers of the Female Confectioners Union to interview the employees during lunch time, and for the necessary working connexion with the Union, and the Union shall be permitted to post a copy of the Determination and the Union notices on a board in a prominent position in each factory.

TIME AND WAGES BOOK.

25. (*a*) Each employer shall keep at his factory or at an office convenient thereto a time and wages book in which he shall enter or cause to be entered the name and classification of each employee, the times of starting and ceasing work each day, the amount of overtime worked and the wages and overtime paid to each employee.

(*b*) Such book shall, on demand, be produced by the employer for inspection to an official of the Federated Confectioners Association of Australia, Female Confectioners Union, or The Federated Storeman and Packers Union of Australia duly authorized in writing, by the president or secretary of the local branch of the Association or Union concerned at the place where the book is kept at any time between the hours of 10 a.m. and noon on any day except pay day or the day before pay day between the 1st to the 27th inclusive of each calendar month.

No authority to inspect shall be given by the Association or Union concerned unless the president or secretary has good reason to suspect that the employer, whose book is to be inspected, is committing or has committed a breach of this Determination.

(c) Any employer who provides a mechanical clock for the purpose of recording the time of employees may for the purpose of this clause and in lieu of a time and wages book keep the cards or check used in connexion with such clock if such card or check contain the particulars prescribed by sub-clause (a) hereof.

Piecework (Females only).

26. Any employer may fix and pay piecework prices to any person or class of persons employed at any work which the minimum wage has been provided for under this Determination, provided that any such employer shall base such piecework prices on the earnings of an average adult worker, with reasonable effort, working under like conditions, at the weekly adult minimum rate and such piecework prices shall be fixed so that an average worker can earn no less than 10 per cent. above the adult wages that are fixed by this Determination for such work.

Any alteration to the minimum wage shall apply to pieceworkers by adding to, or subtracting from the same amount to the pieceworkers wage.

(c) In the event of a pieceworker being placed on new work not earning the adult minimum wage through no fault of her own, she shall be paid the existing adult wage.

Waiting Time for Pieceworkers (Females only).

27. Pieceworkers who are waiting for work on or about the factory or workshop of the employer must be paid for such waiting time a sum calculated on the basis of the weekly wage.

Overtime Rates for Pieceworkers (Females only).

28. All work performed before or after the regular working hours as per clause 7 shall be paid for at piecework rates plus 50 per centum for the first four hours and thereafter at double the ordinary piecework rates.

All overtime rates earned by a pieceworker shall be paid in full and no deduction shall be made from such overtime rates by reason of any time not worked by such employee.

Periodical Adjustment of Wages.

29. The wages rates for adults set out in clause 2 are based upon the following basic wage for adult males and minimum wage for adult females, and, pursuant to the provisions of Section 21 of the *Factories and Shops Act* 1934 the Board hereby determines that such wages rates shall be automatically increased or decreased by the same amount and at the same time as such basic wage and minimum wage.

The basic wage rates and minimum wage rates shown hereunder shall be adjusted as prescribed in clause 30.

Basic Wage.

Place.	Needs Basic Wage (Adjustable).	Loading (Constant).	Total Basic Wage for Adult Males.	Minimum Wage for Adult Females.	Index Number Set Assigned.
	Per Week. £ s. d.	Per Week. £ s. d.	Per Week. £ s. d.	Per Week. £ s. d.	
Throughout the State	4 12 0	0 6 0	4 18 0	3 3 0	Melbourne

Adjustment of Basic Wage for Adult Males and Minimum Wage for Adult Females.

30. (a) Until the beginning of the first pay period to commence in August, 1946, the amounts of the basic wage for adult males and minimum wage for adult females shall be as prescribed in clause 29.

(b) During each future period of or near a quarter beginning with the first pay period to commence in an August, a November, a February, or a May, the amounts of the needs basic wage for adult males and minimum wage for adult 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 29.

(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 are to be ascertained.

(4) The needs basic wage for adult males and minimum wage for adult females shall be of those assigned amounts during such period of or near a quarter.

Table.

Index Number Divisions.	Needs Basic Wage.	Minimum Wage for Adult Females.	Index Number Divisions.	Needs Basic Wage.	Minimum Wage for Adult Females.
	£ s. d.	£ s. d.		£ s. d.	£ s. d.
871– 882	3 11 0	2 12 6	1044–1055	4 5 0	2 19 6
883– 895	3 12 0	2 13 0	1056–1067	4 6 0	3 0 0
896– 907	3 13 0	2 13 6	1068–1080	4 7 0	3 0 6
908– 919	3 14 0	2 14 0	1081–1092	4 8 0	3 1 0
920– 932	3 15 0	2 14 6	1093–1104	4 9 0	3 1 6
933– 944	3 16 0	2 15 0	1105–1117	4 10 0	3 2 0
945– 956	3 17 0	2 15 6	1118–1129	4 11 0	3 2 6
957– 969	3 18 0	2 16 0	1130–1141	4 12 0	3 3 0
970– 981	3 19 0	2 16 6	1142–1154	4 13 0	3 3 6
982– 993	4 0 0	2 17 0	1155–1166	4 14 0	3 4 0
994–1006	4 1 0	2 17 6	1167–1179	4 15 0	3 4 6
1007–1018	4 2 0	2 18 0	1180–1191	4 16 0	3 5 0
1019–1030	4 3 0	2 18 6	1192–1203	4 17 0	3 5 6
1031–1043	4 4 0	2 19 0			

The Index Number Divisions in this table are based upon the equating of the Index Number 1,000 with a basic wage of 81s. per week, and any extension of the table must be of the same construction as the table.

The amounts of the adjustable rates are fixed on a needs basic wage of £3 19s. and a minimum wage for adult females of £3 3s. 6d, and such rates shall be adjusted proportionately to the needs basic wage and minimum wage for adult females respectively, calculated in the case of males to the nearest sixpence, any broken part of sixpence in the result not exceeding threepence to be disregarded and in the case of females to the nearest threepence half or less than half of threepence to be disregarded.

Such adjustments are to be made upon the following rates:—

Apprentices and Improvers.

Females.

	s.	d.
16 years of age and under	26	0
17 years of age	32	0
18 years of age	40	0
19 years of age	47	0
20 years of age	54	0

Males (assisting the Storeman and Packer).

	s.	d.
18 years of age and under 19 years	52	0
19 " " 20 "	63	9
20 " " 21 "	73	3

All Other Males.

	Rate. Adjustable.		Loading Constant.		Total.	
	s.	d.	s.	d.	s.	d.
15 years of age and under	22	0	0	6	22	6
16 years of age	28	0	0	9	28	9
17 years of age	35	6	1	0	36	6
18 years of age	50	6	1	0	51	6
19 years of age	60	0	2	0	62	0
20 years of age	64	0	2	0	66	0

Juvenile Workers.—Males under 21 Years of Age, other than Apprentices or Improvers.

General Hands.

	Rate. Adjustable.		Loading. Constant.		Total	
	s.	d.	s.	d.	s.	d.
15 years of age and under	22	0	0	6	22	6
16 years of age	28	0	0	9	28	9
17 years of age	35	6	1	0	36	6
18 years of age	50	6	1	0	51	6
19 years of age	60	0	2	0	62	0
20 years of age	64	0	2	0	66	0

P. A. RANDLES, J.P., Chairman.

J. R. MACPHERSON, Acting Secretary.

Melbourne, 10th July, 1946.

By Authority: J. J. GOURLEY, Government Printer, Melbourne.

VICTORIA

GOVERNMENT GAZETTE.

Published by Authority.

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

No. 159] **MONDAY, AUGUST 12.** **[1946**

Factories and Shops Acts.

DETERMINATION OF THE WHOLESALE GROCERS BOARD.

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

(*b*) On the 23rd December, 1912, the powers of the Wholesale Grocers Board were extended to enable it to fix rates for persons employed in the business of a wine and spirit merchant.

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 business of a wholesale grocer, including a seller of tea," has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence in August, 1946, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

APPRENTICES AND IMPROVERS.

	Wages per week. £ s. d.
Under 16 years of age ..	1 6 9
16 years of age	1 12 6
17 " "	2 1 9
18 " "	2 15 9
19 " "	3 11 3
20 " "	4 6 3

PROPORTION (IN ANY PLACE).

Apprentices.

One apprentice to every three or fraction of three workers receiving not less than 105s. per week.

An indenture of apprenticeship prescribed by the Board was approved on 24.5.1923.

Improvers.

One improver to every three or fraction of three workers receiving not less than 105s. per week.

ALL OTHER EMPLOYEES.

	Wages per week. Within the cities of Ballarat and Bendigo, and the boroughs of Eaglehawk and Sebastopol. £ s. d.	All other parts of Victoria where this Determination applies. £ s. d.
Head cellarman, i.e., the principal employee engaged in testing, blending, reducing, or fining wines or spirits	6 0 0	6 3 6
Leading hand in charge of storemen only—		
10 or more storemen	6 6 6	6 10 0
6, 7, 8, or 9 storemen	6 0 0	6 3 6
1, 2, 3, 4, or 5 storemen	5 11 6	5 15 6
Leading hand in charge of persons other than storemen or of storemen and other persons—		
10 or more persons	6 0 0	6 3 6
6, 7, 8, or 9 persons	5 11 6	5 15 6
1, 2, 3, 4, or 5 persons	5 10 0	5 14 0
Storeman employed singly	5 11 6	5 15 6
All others	5 5 0	5 10 0

NOTE.—"Leading hand" means an adult employee who, notwithstanding that he may be under the orders of a superior, has by the instructions of his employer one or more adult employees usually under his direction.

HOURS OF WORK.

3. The number of hours to constitute an ordinary week's work shall be 44.

4. TIMES OF BEGINNING AND ENDING WORK—

Times of Beginning. Not earlier than—	Times of Ending. Not later than—	
7.35 a.m. ..	12 noon ..	On Saturday, or the day on which the weekly half-holiday is observed.
7.35 a.m. ..	5.30 p.m. ..	On the other working days of the week.

OVERTIME.

5. The following rates shall be paid for all work done :—

Outside the times of beginning and ending work in any day .. .. First two hours—Time and a half, thereafter—Double time.

Within the times of beginning and ending work, in excess of the maximum number of hours prescribed in clause 3 .. .. Time and a half.

TEA MONEY.

6. Any employee required to work overtime for a period in excess of one hour after the time fixed for ending work shall be allowed 2s. tea money in addition to overtime rates as prescribed for in this Determination.

TERMS OF ENGAGEMENT.

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

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

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

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

CASUAL EMPLOYEES.

8. Casual employees, i.e., employees engaged for less than two full weeks shall be paid at ordinary wages rate with an addition of thirty-three and one-third per centum.

SPECIAL RATES.

9. Double time shall be the special rate for all work done on Sundays, New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, King's Birthday, Melbourne Cup Day, Christmas Day, and Boxing Day; but if any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays, then the special rate shall be payable only for the day so substituted.

REST INTERVAL.

10. There shall be a rest interval of 10 minutes at a time fixed by the employer between 10 a.m. and 11.30 a.m. on each day (Monday to Friday inclusive in each week) for each employee, such time to count as time worked.

CERTIFICATE OF SERVICE.

11. Any worker when leaving or being discharged from his or her employment shall be given by the employer a certificate stating the date when such employment began and the date when such employment terminated.

PAY DAY.

12. Payment of wages shall be made not later than Thursday of each week and during the ordinary working hours.

SICK PAY.

13. (*a*) 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.

(*b*) Notwithstanding the provisions of sub-clause (*a*) hereof, if the full period of such leave as prescribed is not taken in any year, such portion as is not taken shall be cumulative from year to year up to a period not exceeding eighteen days, which shall be the maximum amount of leave to which an employee shall be entitled in any year without deduction of pay.

For the purposes of this sub-clause service prior to the 25th November, 1943, shall be disregarded.

ANNUAL HOLIDAYS.

14. The annual holidays for employees covered by this Determination shall be in accordance with the provisions, as may be amended from time to time, of the *Factories and Shops* (Annual Holidays) *Act* 1946.—No. 5111.

P. A. RANDLES, J.P., Chairman.

J. R. MACPHERSON, Acting Secretary.

Melbourne, 29th July, 1946.

By Authority: J. J. GOURLEY, Government Printer, Melbourne.