



VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 157]

MONDAY, FEBRUARY 24.

[1947

Factories and Shops Acts.

DETERMINATION OF THE CARPENTERS BOARD.

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

Carpentry and Joinery were proclaimed on 28th November, 1928, as Apprenticeship Trades under the *Apprenticeship Act 1928* for the Metropolitan District.

Full particulars of the apprenticeship regulations for these trades may be obtained on application to the Secretary, Apprenticeship Commission, 103 Russell-street, Melbourne. (Price 3d.)

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which, since 17th May, 1939, has had 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 process, trade, or business of—

(i) a carpenter or joiner (other than a carpenter or joiner subject to the Determinations of the Agricultural Implements Board and the Wharfs and Jetties Board);

(ii) fixing or repairing in or on buildings, architraves, skirtings, or mouldings made of sheet metal 10-gauge or lighter;

(iii) fixing metal ceilings or laying wood block or parquetry flooring.

(b) fixing corrugated asbestos-cement sheeting on walls of buildings—

has made the following Determination, namely:—

1. That, in respect of clauses 2 and 27 as from the beginning of the first pay period to commence on or after the 1st December, 1946, and in respect of other clauses as from the beginning of the first pay period to commence on or after the 28th January, 1947, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

Wages.

Adult Employees (other than Apprentices).	Total Wage Payable—					
	Within 20 miles of G.P.O., Melbourne; 10 miles of G.P.O., Geelong; at Warrnambool, and within Mildura and Gippsland Districts.		At Yallourn.		Other Parts of Victoria.	
	per week £ s. d.	per hour s. d.	per week £ s. d.	per hour s. d.	per week £ s. d.	per hour s. d.
(i) For stock work	6 11 0	3 2½	6 17 6	3 4½	6 8 0	3 1½
(ii) For shop work whether performed in shop or joinery mills or in a mixed enterprise	7 6 0	3 7½	7 12 6	3 9	7 3 0	3 6½
(iii) For work of employees in a mixed enterprise	7 6 0	3 7½	7 12 6	3 9	7 3 0	3 6½
(iv) For building construction work	7 11 6	3 8½	7 18 0	3 10½	7 8 6	3 7½

A casual hand (as defined) shall be paid an additional amount at the rate of 4d. per hour with a minimum payment as for two hours of employment.

EXCEPTIONS AND MODIFICATIONS.

NOTE.—Notwithstanding anything elsewhere in this Determination contained or prescribed—

(a) The provisions of clauses 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 21, 22, 23, 24, and 25 of this Determination shall not apply to or in respect of the employment of an employee ordinarily employed by the employer upon maintenance in or in connexion with a mixed enterprise but in lieu thereof the employer shall be bound to observe towards any such employee the provisions of any award, determination or agreement applicable to the majority of the other persons employed by him in such a mixed enterprise. The employer shall nevertheless be bound to apply to and in respect of such an employee the provisions of the other clauses not specifically in this sub-clause mentioned of this Determination.

(b) The provisions of clauses 9, 15, and 21 shall not apply to or in respect of the employment of an employee in or in connexion with a carpentry or joinery shop or a carpentry or joinery mill.

(c) Where an employee, employed in an employer's shop, works by direction of his employer on a building, fixing therein or thereon material made in such shop, he shall be paid for such work as for shop work: Provided that, if within three months of his first employment in such shop, his employment is terminated for any cause other than misconduct or his own voluntary act, he shall on such termination become entitled to be paid for such work performed by him on a building as aforesaid the difference between the rate prescribed by clause 2 of this Determination for shop work and that prescribed by the said clause for building construction work.

SPECIAL RATES.

3. In addition to the rates prescribed in clause 2 hereof the following special rates shall be payable to adult employees—

- (i) a leading hand shall be paid—
- (a) if responsible for the direction and/or supervision of the work of not less than two nor more than six tradesmen carpenters or joiners 1s. 0d. per day
- (b) if responsible for the direction and/or supervision of the work of more than six tradesmen carpenters and/or joiners 2s. 0d. per day
- (ii) an employee who has been employed at insulation work shall be paid for the period so employed at the rate of 4d. per hour
- (iii) an employee who has worked for a continuous period of more than an hour in the shade in a place where the temperature has been raised by artificial means to more than 115 degrees Fahrenheit shall be paid for such a period of work at the rate of 1½d. per hour
- (iv) an employee who has worked for a continuous period of more than an hour in the shade in a place where the temperature has been raised by artificial means to over 130 degrees Fahrenheit shall be paid for such a period of work at the rate of 3d. per hour.
- (v) an employee who has worked for a continuous period of more than an hour in a place where the temperature has been lowered by artificial means to less than 32 degrees Fahrenheit shall be paid for such a period of work at the rate of 1½d. per hour.
- (vi) an employee who has worked in a place where the fumes of sulphur or acids or other offensive fumes were present shall be paid such a rate per hour for the period of such working as may be agreed upon between him and the employer. Provided that in default of any agreement the employee may apply to the Wages Board for the fixation of an additional rate for the work performed in that place and the said Board may fix a rate therefor not exceeding 1½d. per hour, whereupon the rate so fixed shall become payable for the period of such work as aforesaid —
- (vii) an employee who has worked in a wet place shall be paid 1s. per day.
- (viii) an employee who has worked at dirty work shall be paid for the period of such work at the rate of 1½d. per hour
- (ix) an employee who has worked in a confined space shall be paid for the period of such work at the rate of 1½d. per hour
- (x) an employee who has worked in a boson's chair or on a single-plank swing scaffold on any date shall be paid for the period so worked as follows:—
- | | |
|--|-----|
| For any period up to 4 hours on that day | 1s. |
| For each hour thereafter | 3d. |

Provided always that—

- (1) where the temperature of a place where work is performed is raised, lowered or maintained by artificial means and a reading thereof is requested by an employee for the purpose of (iii), (iv) or (v) above such reading shall be made and taken by the employer or his foreman in the presence of such employee;
- (2) in the case of an employee's claim for any special rate prescribed above for the work which he is performing or has performed being denied by the employer's foreman the employee shall be entitled within twenty-four hours of such denial to ask for a decision thereon by the employer and such decision shall be given within forty-eight hours of its being asked for (unless that time expired on a non-working day, in which case it shall be given during the next working day), or else the said claim shall be allowed. Provided always that nothing hereinbefore contained shall be construed as affecting any other right of either the employee or the employer in relation to the work, the payment or recovery of payment for it or the employee's claim.
- (3) The special rates in this clause severally prescribed shall not be cumulative in respect of the same work; but the employer shall be bound to pay only one of such special rates namely the highest special rate applicable to the work in question.
- (4) The special rates in this clause prescribed shall be applicable as prescribed irrespective of the time at which or the day upon which any work is performed and they shall not be added to or supplemented by any overtime, special time, Sunday or holiday premium, penalty or addition.

RIGHT TO DEDUCT PAY.

4. The employer may deduct payment for any day upon which the employee cannot be usefully employed because of any strike by or participation in any strike by members of the Union, or because of any strike by any members or member of the Union employed by the employer or because of any strike by or participation in any strike by any other Union, organization or association or by any branch thereof or by any members thereof or of any branch thereof who are employed by the employer or because of any breakdown of machinery or failure or lack of power or because of any other stoppage of work for any cause for which breakdown, failure, lack, stoppage or cause the employer is not responsible.

PRESENTING FOR WORK, BUT NOT REQUIRED.

5. An employee who having been engaged for work receives a notice or direction from the employer to present himself therefor and who on presenting himself therefor in accordance with such notice or direction is not required to commence work shall be paid an amount of 5s., together with such allowances as may be applicable in pursuance of the provisions of clause 15 of this Determination.

HOURS.

6. The ordinary working hours shall be 44 in a week to be worked in five or five and a half days. The ordinary time of work shall be of 8 hours 48 minutes on each of Mondays to Fridays inclusive in the case of a five-day week being worked; or of 8 hours on each of Mondays to Fridays inclusive and of 4 hours on Saturdays in the case of a five and a half day week being worked. The ordinary time of work shall lie between the hours of half past seven in the forenoon and half past five in the afternoon of Mondays to Fridays inclusive and (in the case of a five and half day week being worked) between the hours of half past seven in the forenoon and twelve noon on Saturdays. There shall be a cessation of work and of working time for the purpose of a meal on each of Mondays to Fridays inclusive of not less than 42 minutes between the hours of noon and 1 p.m.

SHIFT WORK.

7. Where work is performed in shifts—

- (i) the first shift shall be worked within the hours of half past seven in the forenoon and half past five in the afternoon. It shall not exceed 8 hours 48 minutes in duration. It shall be paid for at the ordinary rates of payment.
- (ii) the second and the thirds shifts shall be paid for at one and a half times the ordinary rates of payment.

REST PERIODS.

8. (a) An employee who has worked continuously (except for the intervention of cessations for meals or crib-times as allowed by this Determination) for twenty hours shall not be required to continue at or recommence work for at least twelve hours.

(b) There shall be allowed without deduction of pay a rest period of 10 minutes (from the time of ceasing work therefor until the time of resuming work) between the hours of 9.30 a.m. and 11 a.m.

(c) When an employee will be required to work overtime after the usual ceasing time for the day or shift for two hours or more, he shall be allowed to take without deduction of pay a crib-time not exceeding 20 minutes in duration immediately after such ceasing time and thereafter after each four hours of continuous work he shall be allowed to take also without deduction of pay a crib-time not exceeding 30 minutes in duration. In the event of an employee remaining at work after the ceasing time without taking the crib-time of 20 minutes hereinbefore prescribed and continuing at work for a period of two hours, he shall be regarded as having worked two and a third hours since the said ceasing time and be paid accordingly.

(d) Where shift work comprises three continuous and consecutive shifts of eight hours each per day a crib-time of not exceeding twenty minutes in duration shall be allowed without deduction of pay in each shift, such crib-time being in lieu of any other rest period or cessation of work elsewhere by this Determination provided for or prescribed.

(e) When an employee has worked for two hours in a place in the shade where the temperature has been raised by artificial means to more than 130 degrees Fahrenheit he shall be allowed without deduction of pay a rest period of twenty minutes and so also when he has worked any subsequent period of two hours' work in such a place.

(f) When an employee has worked for two hours in a place where the temperature has been lowered by artificial means to less than 32 degrees Fahrenheit he shall be allowed without deduction of pay a rest period of twenty minutes and so also when he has worked any subsequent period of two hours' work in such a place.

(g) The provisions of sub-clauses (b), (c) and (d) hereof shall not be applicable to the case of an employee who is allowed the rest periods prescribed by sub-clauses (e) and (f) hereof.

INCLEMENT WEATHER.

9. Each employee shall be paid an allowance at ordinary rates for time lost through inclement weather, subject to the following conditions:—

- (i) that such allowance shall not exceed the equivalent of 8 hours' pay in any one week;
- (ii) that weather shall not be regarded as inclement for the purposes of this clause unless the employer, or his representative on the job, and the employee or a representative of the employee agree that it shall be so regarded. Failing such agreement, weather shall not be regarded as inclement and work shall continue;
- (iii) that any intermission of work owing to inclement weather so regarded as such as aforesaid shall immediately cease and work shall be immediately resumed on the employer or his representative calling for a resumption of work;
- (iv) that an employee shall not be entitled to payment as provided for in this clause unless he remains on the job until a decision to cease work for the day has been made by agreement between the employer or his representative and the employee or his representative;
- (v) that the intermission of work by employees who would be exposed to or working in inclement weather so regarded in accordance with this clause shall not be a ground for intermission of work in places where employees are not so exposed to or are not called upon to work in such inclement weather.

OVERTIME AND SPECIAL TIME.

10. (a) All time worked beyond the ordinary time of work as prescribed in clause 6 of this Determination shall be paid for at the rate of one and a half times ordinary rates for the first two hours thereof and at twice ordinary rates for such as continues after two hours.

(b) An employee who has left the premises in which he is employed and is recalled to work after the usual ceasing time of work in order to perform work for a duration of less than an hour shall be paid as for an hour at overtime rates.

(c) If an employer require an employee to work during the time prescribed by clause 6 of this Determination for cessation of work for the purpose of a meal he shall allow the employee whatever time is necessary to make up the prescribed time of cessation. If an employer require an employee to work during the time prescribed for such a cessation and to continue at work for any further time thereafter he shall for all work performed in such further time until the beginning of the time substituted for the cessation time during which the employee has worked pay the employee at the rate of double time: Provided, however, that the employer shall not be bound to pay in addition for the time allowed in substitution for the said cessation time: and provided also that if the cessation time is shortened at the request of the employee to the minimum of forty-two minutes prescribed in clause 6 of this Determination or to any other extent (not being less than forty-two minutes) the employer shall not be required to pay more than the ordinary rates of pay for time worked as a result of such shortening, but such time shall form part of the ordinary working time of the day.

(d) Overtime work performed by shift workers employed on the second or third shifts of a day when two or three shifts are worked shall be paid for at twice the ordinary rates of payment.

SUNDAY WORK.

11. All time worked on Sundays shall be paid for at the rate of double time.

HOLIDAYS.

12. (a) An employee engaged by the week shall be entitled to the following holidays without deduction of pay:—New Year's Day, Australia Day, Anzac Day, Labour Day, Good Friday, Easter Monday, King's Birthday, Melbourne Cup Day, Christmas Day, Boxing Day—

Provided that for employees employed at work beyond a radius of 25 miles of the G.P.O., Melbourne, another day may by agreement between the employer and the Union be substituted for Melbourne Cup Day.

(b) Subject to the provisions of clause 10 of this Determination all work performed on any of the holidays mentioned in paragraph (a) hereof shall be paid for at the rate of double time.

TIME RECORDS.

13. The employer shall keep a record showing the names of the employees, the number of hours worked, the rates of pay, and the wages paid to the employees from week to week.

MEAL ALLOWANCE.

14. (a) Employers shall provide facilities to enable employees to obtain an adequate supply of boiling water at meal time cessations and at rest periods.

(b) Where an employee is required to work overtime in excess of one hour and has not been given notice of such requirement on the previous working day he shall be paid by his employer an amount of 2s. 6d. to meet the cost of a meal.

ALLOWANCES FOR EXCESS FARES AND TRAVELLING TIME.

15. (a) The following allowances shall be made by employers to compensate for excess fares and travelling time to and from places of work incurred by employees engaged upon construction work.

Within the radii respectively hereinbelow stated treating the G.P.O., Melbourne (Corner of Bourke and Elizabeth-streets) or the principal post offices at Ballarat, Bendigo or Geelong as centres from which they are to be measured:—

	Per Day.	
	s.	d.
Up to and including 12 miles	2 0
Over 12 and up to 20 miles	2 6
Over 20 and up to 30 miles	3 0

Provided nevertheless that—

- (i) that above stated allowances shall not be payable if the employer provides or offers to provide transport free of charge to the employee in which case an allowance of 1s. 4d., per day only shall be paid ;
- (ii) when fares and travelling time are incurred in respect of "distant jobs" as defined in clause 16 of this Determination or in respect of work performed beyond thirty miles of any of the abovenamed centres the local post office nearest to the job shall be substituted as a centre for the purpose of this clause.
- (b) Subject to the foregoing provisions a fare shall be deemed to have been incurred if the employee has used a bicycle or other means of locomotion, or has walked, instead of using a public conveyance.
- (c) The provisions of this clause shall not apply to employees employed on public construction works on which the work performed by such employees is subsidiary and auxiliary to the carrying out of such works ; but in lieu of the provisions of this clause employees on such work shall receive the same allowances for fares and travelling time as are paid to the majority of other persons employed on the particular construction work on which such employees are employed.

ALLOWANCES FOR DISTANT JOBS.

16. (a) For the purposes of this clause a "distant job" is one in respect of which the distance of which or the travelling facilities available to and from which make it reasonably necessary that the employee should live and sleep at some other place than his usual place of residence.

(b) An employee who is directed by his employer to proceed to construction work on a distant job and who complies with such direction shall be paid the following allowance in order to enable him to provide himself with suitable board and accommodation :—

If employed on the job for less than a full working week	10s. 0d. per day.
If employed on the job for a full working week or longer at the rate of	42s. 0d. per week (of seven days).

Provided that where suitable lodging and sleeping accommodation is not available the employer shall provide a hut or tent with such accommodation therein, including a stretcher and mattress but such provision shall not relieve the employer from his obligation to make the allowances specified above in this sub-clause.

Provided nevertheless that in the event of the employer providing the employee with suitable board as well as suitable lodging and sleeping accommodation the employer shall not be liable to pay any of the allowances prescribed by this sub-clause.

(c) An employee who is directed by his employer to proceed to construction work on a distant job and who complies with such direction shall not be entitled to any of the allowances prescribed by clause 15 of this Determination but on proceeding to the locality of the work he shall be paid at ordinary rates of payment for the time incurred (not exceeding ordinary working hours for and on each day of travelling) in travelling thereto ; he shall also be paid the amount of a second-class return fare and any excess payment due to transporting his tools if such be incurred ; he shall also be paid at ordinary rates of payment for the time actually incurred (not exceeding ordinary working hours for and on each day of travelling) in travelling back upon the completion of his job to the place of his residence ; he shall also be paid an amount of 5s. 0d. to cover the expenses (if any incurred) of reaching his home railway station and of transporting his tools.

Provided nevertheless—

- (i) that neither the amount of the return fare, nor payment for return travelling time nor the amount of 5s. 0d. aforesaid shall be payable if the employee be dismissed for misconduct or within one working week of his commencing work on the job for incompetency or if the employee terminates or discontinues his work on the job within one month of his commencing it ;
- (ii) that travelling time shall for the purpose of this clause be calculated as the time taken by rail or usual travelling facilities—between the Spencer-street or Flinders-street railway stations or the railway station nearest to the employee's place of residence if he resides outside the Melbourne metropolitan area and the locality of the work.
- (d) An employee who has been directed by his employer to proceed to construction work on a distant job may after three months' continuous service thereon, and thereafter at three-monthly periods of continuous service thereon, return to his home at a week-end. If he does so, he shall be paid the amount of a second-class return railway fare on the pay-day which immediately follows the date on which he returns to the job, provided no delay not agreed to by the employer takes place in connexion with the employee's commencing of work on the morning of the working day following the week-end.

Provided however that if the work upon which the employee is engaged will terminate in the ordinary course within a further twenty-eight days after the expiration of any such period of three months as is hereinbefore mentioned then the provisions of this sub-clause shall not be applicable.

COMPENSATION FOR SPOILT CLOTHES OR TOOLS.

17. An employee whose clothes or tools have been spoilt by acid, sulphur or other deleterious substances, shall be paid such amount to cover the loss thereby suffered by him as may be agreed upon between him and his employer, or in default of agreement as may be fixed by the Wages Board.

TOOLS.

18. (a) The employer shall provide the following tools when they are required for the work to be performed by the employee :—

Dogs and cramps of all descriptions.
 Bars of all descriptions.
 Augers of all sizes.
 Star bits and bits not ordinarily used in a brace.
 Hammers, except claw-hammers.
 Glue-pots and glue-brushes
 Dowel plates.
 Trammels.
 Hand-and-thumb screws.
 Spanners.
 Soldering-irons.

(b) When the number of carpenters and/or joiners on a job exceeds six and the duration of the job exceeds four weeks, the employer shall provide for the use of carpenters and joiners a suitable grindstone together with power (hand or driven) for turning the same.

(c) On any job where paragraph (b) hereof does not apply the employees, if they so desire, shall after eight weeks of employment thereon, and thereafter at eight-weekly periods of their employment thereon, have access to a grindstone which shall be made available to them at the employer's workshop or at some other place agreed upon between the employer and the Union.

PROTECTION OF EMPLOYEES.

19. Suitable asbestos sheets and/or coloured glasses shall be provided by the employer for the protection of employees working at oxy-acetylene or electric arc welding or their assistants.

Where electric arc operators are working suitable screens shall be provided in order to protect employees from flash. The employer shall provide gas-masks for employees engaged upon work where gas is present.

FIRST-AID EQUIPMENT.

20. A first-aid kit as required by the Regulations under the Factories and Shops Acts; or if such Regulations be not relevant, as recommended by the St. John's Ambulance Society, shall be provided and maintained by the employer on each job.

CONVENIENCES.

21. (a) The employer shall provide on all jobs sanitary conveniences in accordance with the requirements of the local health authority.

(b) The employer shall provide on all jobs in towns and cities a suitable and secure waterproof lock-up, solely for the purpose of storing employees' tools.

(c) The employer shall provide suitable mess and dressing accommodation with a dry floor and including seating, on all jobs unless it is impracticable to do so due to the site, conditions or building regulations. In order to comply with this sub-clause, where five or more men are employed and the work is estimated to last two weeks or more a shed based on six square feet per employee but with a minimum of 50 square feet shall be provided and shall be for the exclusive use of the employees and shall not be used for the storage of building materials.

ANNUAL HOLIDAY.

22. The annual holiday shall be as prescribed by the provisions of the *Factories and Shops (Annual Holidays) Act 1946 No. 5111*, and any amendments which may be made thereto from time to time.

SICK LEAVE.

23. The following provisions shall apply in respect of employees employed in or in connexion with the joiner's shops:—

(a) An employee other than a casual hand who is absent from his work on account of personal illness or on account of injury by accident arising out of and in the course of his employment shall be entitled to leave of absence without deduction of pay, subject to the following conditions and limitations—

(i) he shall not be entitled to such leave of absence for any period in respect of which he is entitled to workers' compensation;

(ii) he shall, within forty-eight hours of the commencement of such absence, inform the employer of his inability to attend for work, and as far as may be practicable, state the nature of the illness or injury and the estimated duration of the absence;

(iii) he shall prove to the satisfaction of the employer (or in the event of dispute of the Wages Board) that he was unable to account for such illness or injury to attend for work on the day or days for which the sick leave is claimed;

(iv) he shall not be entitled in any year (whether in the employment of one employer or of more) to leave in excess of forty-four hours of working time.

(b) Where under any scheme of insurance or of an accident, relief or provident fund to secure the benefit of which the employer has paid the necessary premium or contribution compensation has become payable for absences due to sickness or injury the employer shall not be bound to pay more of the employee's wage than is sufficient with such compensation to make up the full amount of such employee's wage for the day or days of absence.

PAYMENT OF WAGES.

24. (a) All wages, allowances and other moneys due shall be paid not later than the time of cessation of work on Thursday of each working week or otherwise by mutual arrangement.

(b) On termination of employment by the employer, all wages, allowances, and other moneys due shall be paid at the time of termination.

TERMINATION OF EMPLOYMENT.

25. (a) In the case of employees engaged by the week the following provisions shall apply:—

(i) subject to the provisions of placitum (ii) hereof a week's notice of the termination of engagement shall be given on either side or one week's wages shall be paid or forfeited in lieu thereof. Such notice may be given on any day during the week to terminate the engagement either on the corresponding day of the following week or on any later day of the following week;

(ii) the employer may dismiss any employee summarily without notice for malingering, idling, inefficiency, neglect of duty including going slow, or misconduct whereupon he shall pay the employee's wages up to the time of dismissal only.

(b) In the case of employees engaged by the hour one hour's notice of the termination of the engagement shall be given on either side or one hour's pay shall be paid or forfeited in lieu thereof. In the case of the notice being given by the employer, such hour shall be allowed to the employee to gather, clean, pack, and transport his tools.

STEWARDS.

26. An employee who has been appointed steward on a job shall upon notification of that fact to the employer be recognized by the employer as the accredited representative of the Union. Such an employee shall be allowed all necessary time during working hours without deduction of pay to interview the employer or his representative on any matter affecting the other employees on the job.

JUNIOR LABOUR.

Part I.—Unapprenticed.

27. (a) The proportion of unapprenticed junior employees to journeymen employed by any employer shall not exceed one to four on building construction work performed on site and one to six on work performed in shops or joinery mills: Provided nevertheless that an employer who employs two adult employees may employ one unapprenticed junior employee.

(b) Unapprenticed junior employees shall be paid the same wages as are prescribed in sub-clause (f) of Part II. of this clause and they shall also be paid the special rates prescribed in clause 3 of this Determination according to the exigencies of their employment.

(c) The provisions of clauses 2 to 25 (both inclusive) of this Determination shall be applicable to and in respect of the employment of unapprenticed junior employees.

(d) No unapprenticed junior employee shall be permitted or required by his employer to attend winches, sling timber or work power-driven machinery.

Part II.—Apprenticed.

(Except those covered by the Apprenticeship Commission.)

(a) All apprenticed junior employees shall be indentured for five years in accordance with the form of indenture prescribed by the Wages Board: Provided that a period of probation of three months shall be allowed to each such junior employee, which shall be reckoned as part of the period of his apprenticeship should he at the commencement thereof, or during, or at the termination thereof become indentured as aforesaid.

- (b) All documents of indentures and transfers thereof shall be lodged with the Secretary of the Wages Board.
- (c) (i) The proportion of apprenticed junior employees to journeymen employed in shops or joinery mills shall not exceed two to three or a fraction of three after any full multiple of three. The calculation of the proportion shall be based, when it is proposed to take an apprentice, upon the aggregate numbers of employees on full-time employment with the employer for the preceding six months. If an employer is actually working in the trade he shall count as a journeyman.
- (ii) The proportion of apprenticed junior employees to journeymen employed elsewhere than in shops or joinery mills shall be in accordance with the proportion as prescribed by the Apprenticeship Commission for such apprentices as come within the jurisdiction of such Commission.
- (d) If an employer is unable to fulfil his obligations to an apprentice, the apprentice shall be entitled to complete his term of apprenticeship with another employer; who may take and employ him as such an apprentice and for that purpose the apprentice shall, if required so to do, sign a deed of apprenticeship to such other employer.
- (e) No employer shall be entitled to take an apprentice unless he has been in business for at least one year: Provided that this sub-clause shall not apply to the case of an employer or an apprentice in a joinery mill.
- (f) The minimum ordinary rates of payment to be paid by employers to apprentices shall be as follows:—

	Percentage of Total Basic Wage.	Total Wage Payable—		
		Within 20 miles of G.P.O., Melbourne, 10 miles of G.P.O., Geelong, and within Mildura and Gippsland Districts.	At Yallourn.	Other Parts of Victoria.
		Per Week. £ s. d.	Per Week. £ s. d.	Per Week. £ s. d.
1st six months	20	1 1 0	1 2 6	1 0 6
2nd " "	25	1 6 6	1 8 0	1 5 6
2nd year	30	1 12 0	1 13 6	1 11 0
3rd year	45	2 7 6	2 10 6	2 6 6
4th year	65	3 9 0	3 13 0	3 7 0
5th year	85	4 10 0	4 15 6	4 7 6

The said minimum rates shall be calculated to the nearest 6d. per week, any fraction not exceeding 3d. to be disregarded.

- (g) A tool allowance of 2s. per week shall be paid to apprentices in their third, fourth and fifth years of apprenticeship.
- (h) Should an apprentice at the time of being apprenticed produce a certificate from a technical school that he has attended a technical school in two of the three subjects named for one year prior to being apprenticed, he shall be entitled to 2s. 6d. extra per week in addition to the wages here in before provided in sub-clause (f) hereof.
- (i) Should an apprentice during the third or any subsequent year of his apprenticeship produce a certificate from the examiners that he has attended a two years' course and passed an examination at a technical school in two out of the three subjects named, he shall be entitled to be paid an additional sum of 2s. 6d. per week in addition to the wages prescribed by sub-clause (f) hereof and in addition to the 2s. 6d. prescribed in clause (h) hereof, where payable, for the remainder of the term of his apprenticeship.
- (j) The provisions of clauses 2 to 13 (both inclusive) and clauses 15 to 24 (both inclusive), of this Determination shall be applicable to and in respect of the employment of apprenticed junior employees to the extent that they are consistent with the provisions of any articles of indenture in accordance with the terms of indenture as prescribed by the Wages Board.

DEFINITIONS.

28. For the purposes of this Determination—unless otherwise by the context implied—

Carpenter or Joiner means an employee engaged upon construction work and upon work ordinarily performed by carpenters or joiners in any workshop, establishment or yard.

Casual hand means an employee engaged by the hour who is or has been employed for a period of less than five days (exclusive of overtime) and who has not been summarily dismissed for misconduct or inefficiency or has not by his own act terminated his employment. Provided that a person who is engaged on weekly hiring in any other capacity than a carpenter and who without interruption in the continuity of his employment is directed to do carpenter's work shall not be deemed to be a casual hand within the meaning of this definition.

Confined space means a place the dimensions or nature of which necessitate working in a cramped position or without sufficient ventilation.

Construction work means work in connexion with the erection, repair, maintenance, renovation, ornamentation or demolition of buildings or structures, and the making, preparing, assembling or fixing of all woodwork and fittings in connexion therewith and the making, preparing, assembling and fixing of any material necessitating the use of carpentering tools or machines.

Dirty work means work concerning which the employer or his foreman and the employee agree that it is of an unusually dirty or offensive nature.

Insulation work means work which involves the handling in loose form of charcoal, pumice, "slag-wool", "insul-wool" or other loose materials of a like nature used in the construction, repair or demolition of roofing, flooring, walls or partitions for providing insulation against heat, cold or noise.

Leading hand means a tradesman carpenter or joiner who is given by the employer or his agent the responsibility of directing and/or supervising the work of other tradesmen carpenters or joiners.

Maintenance means work performed by carpenters or joiners employed in a mixed enterprise not being work in or in connexion with the erection of structures whose purpose is the extension of the productive, administrative, storage or distributive functions of such an enterprise for the performance of which erection carpenters or joiners additional to the regular staff of carpenters or joiners employed by such enterprise are engaged.

Mixed enterprise means an employer's enterprise carried on for the purpose of the production, treatment, distribution or provision of articles, goods, merchandise, materials, gas, electric current or power or any transport, water supply or sewerage service, the production, treatment, distribution or provision whereof is not mainly attributable to or mainly dependent on the work performed by carpenters or joiners therein employed but in which the work performed by carpenters or joiners is subsidiary and auxiliary to the carrying on of the enterprise.

Rate of double time means a rate of payment for work done comprised of the rate of payment ordinarily applicable to such work plus a rate equal to once that rate of payment; but in respect of an hourly rate of payment, the rate of double time prescribed by clause 12 of this Determination for work performed on any such prescribed holiday means a rate of payment at the rate which would ordinarily have been payable for such work had it been performed on a working day other than such a holiday.

Stock work means the making and/or cramping and/or assembling of stock doors not larger than 7 feet by 3 feet by 2 inches, double insertion moulder, or ledge doors of the same size, stock sashes not larger than 6 feet by 3 feet by 1½ inches or stock frames for the same, ladders, step-ladders, skirt-ironing boards, shirt-ironing boards, boot-cutting boards, paste-boards, clothes horses, fly-wire doors, fly-wire windows, tree-guards, dog-kennels, wheel-barrows, water-closets (other than pedestal seats).

Union means the Building Workers Industrial Union of Australia.

Wet place means a place where water is dripping so that the clothing of the employee becomes saturated or a place where the employee has to stand in water exceeding 2 inches in depth so that his feet become wet.

PERIODICAL ADJUSTMENT OF WAGES.

29. The wages rates set out in clause 2 are based upon the following basic wage and, pursuant to the provisions of section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically adjusted as prescribed in clause 30.

Table "A" Basic Wage.

Place.	Needs Basic Wage Adjustable.	Loading Constant.	Total Basic Wage.	Index Number Set Assigned.
	£ s. d.	£ s. d.	£ s. d.	
Victoria— Within 20 miles of G.P.O., Melbourne; 10 miles of G.P.O., Geelong; at Warrnambool, and within Mildura and Gippsland Districts .. Yallourn—6s. 6d. in excess of basic wage for Melbourne. Elsewhere—3s. less than the contemporaneous basic wage for Melbourne.	5 0 0	0 6 0	5 6 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

30. (a) For the purposes of this Determination the expression "Commonwealth Statistician's 'all items' 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.

(b) Until the beginning of the first pay period to commence in February, 1947, amounts of the Basic Wage shall be as prescribed in clause 29.

(c) During each future successive period beginning with the first pay period to commence in a February, a May, an August, or a November, the amount of the needs basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's "All Items" retail price index number by the factor .087 taken to one place of decimals, the resultant whole number being the amount of the basic wage expressed in shillings, but should the decimal number reach .5 or more the basic wage shall be taken to the next higher shilling.

31. The wages rates set out in clause 2 hereof consist of the Total Basic Wage prescribed in clause 29 and the margins and loadings set out hereunder:—

Section A—Weekly Employees.

	For Stock Work.	For Shop Work whether performed in Shop or Joinery Mills or in a Mixed Enterprise.	For Work of Employees Employed in a Mixed Enterprise.	For Building Construction Work.
	Per Week.	Per Week.	Per Week.	Per Week.
	£ s. d.	£ s. d.	£ s. d.	£ s. d.
Margin for skill	1 0 0	1 10 0	1 10 0	1 10 0
War loadings	0 4 0	0 6 0	0 6 0	0 6 0
Tool allowance	0 1 0	0 4 0	0 4 0	0 4 0
Disabilities allowance	5 6
Total additions	1 5 0	2 0 0	2 0 0	2 5 6

Section B—Hourly Employees.

An hourly rate (calculated to the nearest farthing), equivalent to one-forty-fourth of the fifty-two forty-eighths of the weekly rate which would be payable in pursuance of section A of this clause had the employee been engaged by the week: Provided nevertheless that a casual hand shall be paid an additional amount at the rate of 4d. per hour with a minimum payment as for two hours of employment.

NOTE.—(1) The disabilities allowance referred to in section A above is to compensate for conditions peculiar to building construction work, namely, working in the open and being thereby subjected to climatic conditions, dusty conditions (i.e., from dust blowing in the wind) brick dust, drippings from concrete, sloppy conditions, lack of usual amenities associated with factory work, e.g., meal rooms, change rooms, lockers, &c., and to compensate for relative handicaps occasioned by the reduction of the standard working hours in industry generally from 48 to 44 hours per week and for all other matters not specifically compensated or allowed for by any other provision of this clause 2 of this Determination.

(2) The calculation of the hourly rate prescribed in this clause takes account of loss of earnings by employees engaged by the hour due to the occurrence of any of the holidays mentioned in clause 12 of this Determination, the non-application to such employees of the benefits of clause 23 of this Determination and the incidence of loss of wages for periods of unemployment between jobs.

A. V. BARNS, J.P., Chairman.

J. W. RYAN, Secretary.

Melbourne, 13th January, 1947.



VICTORIA
GOVERNMENT GAZETTE.

Published by Authority.

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

No. 158]

MONDAY, FEBRUARY 24.

[1947

Factories and Shops Acts.

DETERMINATION OF THE CARTERS AND DRIVERS 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 since the 15th February, 1938, has had the power to determine the lowest prices or rates which may be paid to any person, employed—

- (1) in carting or driving, or in accompanying a carter or driver, and assisting him in carting, driving, loading, unloading, or delivering in connexion with or incidental to some trade or business, but not including persons employed at such work in connexion with a trade which may be or is the subject of a determination of any of the following boards, viz. :—

Bread Carters Board,	Shops Board, No. 5 (Butchers—Provincial),
Chaffcutters Board,	Shops Board, No. 7 (Country Shop Assistants),
Coal and Coke Board,	Shops Board, No. 12 (Fuel and Fodder),
Quarry Board,	Shops Board, No. 13 (Fuel and Fodder—Country),
Shops Board, No. 3 (Butchers),	Shops Board, No. 15 (Grocers);
Shops Board, No. 4 (Butchers—Country),	

- (2) in or in connexion with any stable in which are stabled the horses used in his trade or business by any person subject to the Determination of the said Carters and Drivers Board ;
- (3) in driving horse-drawn passenger vehicles hired or plying for hire ;
- (4) in the business of a livery stable keeper or in a stable where cabs or cab horses are kept ;
- (5) in connexion with motor assembly works, warehouses, or showrooms—
- (a) in driving mechanically propelled vehicles in the course of their sale, their delivery to purchasers, or their registration ;
- (b) as instructor driver ;

has made the following Determination, namely :—

- (a) That as from the beginning of the first pay period to commence on or after the 1st December, 1946, the last previous Determination of this Board shall be revoked and replaced by this Determination.
- (b) That Part I. hereof shall apply to all persons other than those mentioned in sub-clauses (c), (d) or (e) hereunder.
- (c) That Part II. hereof shall apply only to persons employed in the calling or occupation of a driver or dragger in the hauling or dragging of cargo on the wharf to and from the vessel's side and the wharf sheds or stacking grounds during the process of loading or unloading a vessel.
- (d) That Part III. hereof shall apply only to persons employed by retail dairymen.
- (e) That Part IV. hereof shall apply only to persons employed in connexion with the distribution of petrol and petroleum products.

PART I.

(This Part applies to all persons other than those employed (i) as Wharf Druggers, (ii) by Retail Dairymen, or (iii) in connexion with the distribution of petrol and petroleum products.)

1. ADULT EMPLOYEES.

	WEEKLY WAGE.		
	Within 20 Miles of G.P.O., Melbourne; Within 10 Miles of G.P.O., Geelong; within 5 miles of chief Post Office, Warrnambool; and within the Mildura and Gippsland Districts.	At Yallourn.	All Other Parts of Victoria.
Employee driving jinker, boiler truck, V or float—	£ s. d.	£ s. d.	£ s. d.
One horse	5 18 0	6 4 6	5 17 0
Two or three horses	6 3 0	6 9 6	6 0 0
Additional horses—6d. extra per day for each extra horse.			
Employee driving—			
One horse	5 12 0	5 18 6	5 9 0
Two horses	5 17 0	6 3 6	5 14 0
Three horses	6 0 0	6 6 6	5 17 0
Four horses	6 2 0	6 8 6	5 19 0
Five horses	6 3 0	6 9 6	6 0 0
Additional horses—6d. extra per day for each extra horse except where horses are drawing timber on a tram line.			
In charge of more than one vehicle separately horse drawn—1s. extra per day for each additional vehicle.			
Horse-drawn vehicle drawing trailer—6d. per day extra for each trailer drawn at the same time.			
Employee driving—			
Motor bicycle with side car	5 12 0	5 18 6	5 9 0
Other motor vehicle including girlinger having maker's capacity of—			
25 cwt. or less	5 17 0	6 3 6	5 14 0
Over 25 cwt., but not over 3 tons	6 1 0	6 7 6	5 18 0
Over 3 tons but under 6 tons	6 4 0	6 10 6	6 1 0
Further tonnage—for each complete ton over 5, an extra 1s. per week.			
Motor (not being a tractor) drawing trailer—1s. extra per day for each trailer.			
Employee driving mechanical horse, with or without one trailer, 1s. per day extra per trailer for each trailer above one drawn at same time	6 6 0	6 12 6	6 3 0
Loader	5 15 0	6 1 6	5 12 0
Leading Loader	6 1 0	6 7 6	5 18 0
Stableman	5 9 0	5 15 6	5 6 0
Head stableman	5 13 6	6 0 0	5 10 6
Sanitary depot employee who ploughs in nightsoil or digs trenches and buries it therein	5 14 0	6 0 6	5 11 0
Sanitary carter's mate—			
Between 7 a.m. and 10 p.m.	5 12 0	5 18 6	5 9 0
Between 10 p.m. and 7 a.m.	5 13 0	5 19 6	5 10 0
Supervisor	5 18 0	6 4 6	5 16 0
Person employed in connexion with motor assembly works, warehouses or show rooms, in driving mechanically propelled vehicles in the course of their sale, their delivery to purchasers or their registration, or as instructor driver	5 17 0	6 3 6	5 14 0
Horse driver's assistant, motor driver's assistant, washer, yardman, and any employee not elsewhere specified	5 6 0	5 12 6	5 3 0

Employee sifting charcoal—for the first four hours or part thereof—1s. and an extra 1s. for any time extra beyond such four hours in any daily period of twenty four hours but not to exceed 4s. per week.

The margin for the driver of an articulated vehicle as defined shall be calculated in accordance with the maker's capacity of the vehicle, with a minimum margin (other than for the driver of a machinery float), calculated as if such capacity were at least 8 tons. In the case of the driver of a machinery float, a further 5s. per week shall be paid over and above the amount payable in accordance with the maker's capacity, with a minimum margin of 25s. per week.

WAGE FOR JUNIORS.

2. (a) The minimum rate of wage to be paid per week to a junior other than a junior driving a vehicle shall be as follows:—

	£ s. d.
Under 19 years of age	3 9 0
19 and under 20 years of age	3 17 0
20 years of age and over	Adult rate.

(b) The minimum rate of wage to be paid per week to a junior driving a vehicle shall be as follows—

	£ s. d.
Under 19 years of age	3 13 0
19 and under 20 years of age	4 1 0
20 years of age and over	Adult rate.

WAR LOADINGS.

3. In addition to the weekly rates prescribed in clauses 1 and 2 war loadings shall be paid as follows:—

	Per week s. d.
Juniors under 20 years of age	1 0
Juniors 20 years of age and over	1 6
Stableman	1 6
Horse driver's assistant, motor driver's assistant, washer, yardman, and any employee not elsewhere specified	1 6
All other classifications	3 0

Provided that any person driving a bulk milk vehicle or a gas-producer unit shall be paid the appropriate extra rates set out in clauses 4 (i) and 5 (i) respectively and shall not be entitled to war loadings.

PART I—(continued).

(This Part applies to all persons other than those employed (i) as Wharf Druggers (ii) by Retail Dairymen or (iii) in connexion with the distribution of petrol and petroleum products.)

EXTRA RATES.		Per week
		s. d.
(i) Further additional amount for a bulk milk carter whether carting milk in tanks and/or containers		7 0
(ii) Further additional amount for employee driving sanitary vehicle—		
Between 7 a.m. and 10 p.m.		3 0
Between 10 p.m. and 7 a.m.		6 0
(iii) Further additional amount for employee carting dirty material—1s. per each day upon which any such material is carted but not to exceed 4s. per week		6 0
(iv) Further additional amount for employee carting specially offensive material		6 0
(v) Further additional amount for an employee driver who is required to cart or spread upon the streets, tar or tarred material		6 0
		Per week.
		s. d.
Further additional amount for employee driver collecting money—		
If the amount collected be under £30		2 0
If the amount collected be £30 and under £100		3 0
If the amount collected be £100 and under £300		4 0
If the amount collected be £300 and under £500		5 0
If the amount collected be £500 and over		6 0
Further additional amount for an employee driver (not of milk vehicle) required to act as salesman of goods in his vehicle		2 0

GAS PRODUCER UNITS.

5. The following provisions shall apply to drivers of gas producer units:—

- (i) Driver of a motor vehicle fitted and operated with a charcoal gas producer unit for each day or portion thereof upon which he is called upon to drive such vehicle 1s. extra. This amount shall be deemed to be part of the weekly wage and shall be taken into account for the purpose of calculating overtime.
- (ii) Such driver for each day or portion thereof upon which he is called upon to clean the hopper and/or final filter of such unit 1s. extra.
- (iii) Suitable overalls and gloves shall be provided by employers for the employees mentioned in sub-clauses (i) and (ii) hereof.
- (iv) Employers shall provide proper washing conveniences for such employees and also hot water or some other efficient cleansing material.

DRIVER PROVIDING STABLING FOR HIS HORSE.

6. Where a driver is called upon to provide stabling for his horse or horses he shall be paid 5s. per week for each horse stabled in addition to the rate of wages he is receiving at the time. All feed for horses so stabled shall be provided by the employer.

WAGE FOR CASUAL EMPLOYEES.

7. A casual employee shall for the time worked by him receive payment proportionate to the total weekly rate for the class of work with a minimum payment as for two hours and shall also be paid a flat addition of 2s. 3d. for each day on which work is done by him.

HIGHEST FUNCTION.

8. Where an employee is called upon to perform two or more classes of work on any one day he shall for the purpose of assessing the rate of wage to be paid, be deemed to have worked throughout the whole of his working time on that day at the class for which the highest rate of wage is prescribed.

EMPLOYEE LEARNING ROUND.

9. No reduction shall be made from his wage when an employee is learning his round.

PAYMENT OF WAGES.

10. (a) Except as otherwise provided in this clause the following provisions shall apply to the payment of wages:—
 - (i) Either the Wednesday, the Thursday or the Friday in each week shall be fixed as the pay-day, and the pay-day once so fixed shall not be altered more than once in three months nor without two weeks' notice to the employees.
 - (ii) All wages shall be paid on such pay-day.
 - (iii) Where it is practicable to pay the employees on pay-day at the yard or depot the payment of wages shall be made within ten minutes of the time at which the employee ceases duty, and if it is delayed beyond that time through any fault or delay of the employer or because of the place at which the employee has to cease work, the employee shall be paid for the time of delay in excess of ten minutes at the rate of time and a half.
 - (iv) All earnings including overtime shall be paid within two days of the expiration of the week in which they accrue.
 - (v) If an employer fails to make payment to any employee on pay-day he shall pay to each such employee an extra 3s. for each and every day or part thereof during which such default continues unless he satisfies the Wages Board that such failure is due to some act on the part of the employee or to the fact that the employer was ready and willing to make payment on pay day but that the employee failed to wait for his pay under sub-clause (iii) of this clause or to circumstances not under his control and which he could not reasonably have foreseen and which he took reasonable steps to avoid or overcome.
- (b) Sub-clause (a) of this clause shall not apply to an industry in which the work of employees covered by this Part is only subservient to the main operations of such industry but the practice followed for the majority of the employees in any establishment in such industry, shall be applied to employees therein covered by this Part.
- (c) This clause shall not apply to the Melbourne and Metropolitan Board of Works.

HOURS.

11. (a) The maximum ordinary hours shall not exceed 44 per week.

Such ordinary number of working hours shall not include time worked on a Sunday except in the cases of the following:—

- Persons solely carting milk, cream and casein curd or any one or two of them;
- Supervisors;
- Stablemen who are required to work on a Sunday;
- Sanitary carters;
- Sanitary carters' mates;
- Sanitary depot employees;
- Persons employed by the Melbourne and Metropolitan Board of Works in relation to the repairing of a breakdown in connexion with waterworks, sewerage works or main drainage works.

(b) Where an employee's engagement terminates at the end of or during a week then for the purposes of calculating the wages due to him for that week or the portion of that week worked such week shall be regarded as a 44-hour week.

PART I.—(continued).

(This Part applies to all persons other than those employed (i) as Wharf Druggers (ii) by Retail Dairymen or (iii) in connexion with the distribution of petrol and petroleum products.)

(c) All time worked by a weekly employee in excess of the ordinary number of hours herein prescribed shall be paid for as overtime at the rate of time and a half.

(d) In computing the time to be taken as worked by a weekly employee during a week containing any prescribed holiday to which he is entitled by this Part, if the holiday be on a day other than Saturday, 8 hours 48 minutes, if the working week be 5 days, and 8 hours if the working week be 5½ days, and if the holiday be on a Saturday, 4 hours shall in respect of the holiday be added as if actually worked to the amount of time actually worked by the employee during the ordinary working days of the week.

Provided that in the case of a stableman if the employer within fourteen days of a prescribed holiday allow to him a day off in lieu of such holiday, the appropriate amount of time shall in like manner be added in respect of the substituted day and the week in which it occurs instead of in respect of the holiday and the week in which it occurs.

Provided further that this sub-clause shall not apply to an employee who in the ordinary course works seven days a week as his week's work.

ORDINARY WORKING TIME PER DAY.

12. (a) Except as otherwise provided in this clause the time to be worked by a weekly employee without payment of overtime shall not exceed 9 hours on any day from Monday to Friday (both inclusive) or 5 hours on Saturday.

Provided that in summer for a carter of ice or ice-cream the time on Saturday shall be 9 hours instead of 5 hours.

(b) The time to be worked by a casual employee without payment of overtime shall not exceed 8 hours on any day from Monday to Friday (both inclusive) or 4 hours on a Saturday.

(c) All time other than meal times between the earliest starting time and the latest finishing time shall, except in the cases of a livery stable employee and of a carter of milk, cream or casein curd, be considered as time worked.

(d) All time worked by an employee in excess of the time herein prescribed shall be paid for as overtime at the rate of time and a half for the first four hours and double time thereafter.

(d) (i) Where an employee is required to resume work at an hour later than 6 p.m. on any day from Monday to Friday inclusive he shall, for all time intervening (with the exception of the meal break) between 6 p.m., and the time he resumes work, be paid at ordinary rates in addition to tea money: Provided that if he is notified before the day on which he is so required to resume work at an hour later than 6 p.m. he shall be paid for such intervening time up to a maximum of two hours only.

(ii) Where an employee is required to resume work at an hour later than 1 p.m. on a Saturday he shall, for all time intervening (with the exception of the meal break), between 1 p.m. and the time he resumes work, be paid at ordinary rates with a maximum of three hours, but shall not be paid meal money.

(iii) All time for which payments are made under sub-clauses (d) (i) and (d) (ii) hereof shall not be taken into account for the purpose of calculating overtime payments under sub-clause (d) hereof.

(e) Any such time worked in excess shall not be counted as part of the ordinary working hours per week for a weekly employee and payment therefor shall be in addition to any amount payable in respect of the weekly wage.

RANGE OF ORDINARY WORKING TIME.

13. (a) Except as otherwise provided in this clause ordinary working time shall not begin before 7 a.m. on any day nor continue after 6 p.m. on any day from Monday to Friday (both inclusive) nor after 1 p.m. on Saturday.

(b) Any time worked by either a weekly or casual employee on any of the said days outside the times prescribed in sub-clause (a) hereof or although not outside such times is prior to the starting time fixed under clause 16 hereof shall be paid for as overtime at the rate of time and a half.

(c) Any time worked outside such times shall not be counted as part of the ordinary working hours per week of a weekly employee and payment therefor shall be in addition to any amount payable in respect of the weekly wage.

(d) Where a weekly employee is employed regularly either on shift or during a daily recurrent period the preceding sub-clauses shall not apply, but for any shift or recurrent period in which is comprised time occurring between 6 p.m. and 7 a.m., the rate of wage elsewhere herein prescribed for the work shall be increased by 7½ per centum.

(e) None of the preceding sub-clauses shall apply to—

A stableman or a yardman ;

A driver employed at—

a fish, fruit or vegetable store,
a pastry-cook shop,
carting milk, cream or casein curd,
sanitary or rubbish carting,
carting aerated water, ice or ice-cream in summer,
parcel express carting,

or by—

a coach or mail contractor,

The Melbourne and Metropolitan Board of Works at a sanitary depot or in relation to the repair of a break-down in connexion with waterworks, sewerage works, or main drainage works.

(f) This Part shall not operate to relieve employers from complying with any present Statute of the State so far as such Statute deals with the hours at which goods may be carted or delivered, but this sub-clause shall not apply to—

(i) carting plant or material to or from buildings in course of construction repair or demolition within the area covered by the Melbourne City Council By-Law 233 paragraph 38 or any variation thereof;

(ii) to the carting by the employer's own vehicles of goods between one part of the employer's business and another part except where such carting is between a part of the business that is wholesale or a factory and a retail part of the business;

and to such extent employers are so relieved.

REST AFTER LONG HOURS

14. When an employee is required to work for any period amounting to sixteen hours commencing from the time of beginning work, he shall be granted a respite from and entitled to absent himself from work until he has had eight consecutive hours off duty, but shall not be paid for such period of absence.

STARTING AND FINISHING WORK.

15. Where proper facilities are provided for an employee to sign on when beginning work, and to sign off when leaving work, the work of such employee shall be deemed to commence when he signs on at the yard or depot in the morning and to finish when he signs off in the evening.

Where proper facilities for signing on or off are not provided, work shall be deemed to commence when the employee enters the yard or depot in the morning and to finish when he leaves the yard or depot in the evening.

Provided that in any case where the horses are stabled at the driver's own home then the driver shall be allowed twenty minutes in the morning and fifteen minutes in the evening to perform the necessary stable work.

Provided further that in cases where an employee, driver of a motor vehicle, takes the vehicle to his home at the end of the day's work his finishing time shall be deemed to be the time of arrival at his home and his starting time on the following morning shall be the time at which he signs on at his employer's yard or depot unless he has to proceed direct from his home with or to a job without first going to the employer's yard or depot in which case his starting time shall be the time of leaving his home.

PART I.—(continued)

(This Part applies to all persons other than those employed (i) as Wharf Driggers (ii) by Retail Dairymen or (iii) in connexion with the distribution of petrol and petroleum products.)

ALTERATION OF STARTING AND FINISHING TIMES.

16. Each employer shall fix a regular starting time for each of his employees which shall with respect to each employee be the same time in each day of the week. In any case where it is not so fixed such starting time shall be 7.15 a.m. until it is otherwise fixed by the employer. Where an employer desires to vary or change the regular starting time of any employee or employees he shall give two weeks' notice of such variation or change to the particular employee or employees concerned and also post a notice of the intended change at the depot or yard. Notwithstanding anything herein contained an employer who has fixed a regular starting time may vary same for any particular day or days by informing any employee or employees by not later than the time when such employee or employees sign off or leave the depot or yard the previous day that the starting time or times of such employee or employees on any specified day or days will be a time or times not earlier than the regular starting time and not later by more than one hour than the regular starting time of such employee or employees.

CASUAL EMPLOYEE TO BE NOTIFIED IF NOT REQUIRED.

17. A casual employee shall be notified at the end of the day if his services are not required next working day: failing such notice a full day's wages shall be paid for the next working day.

WORK ON SUNDAY.

18. (a) Except as otherwise provided in this clause an employee required to work on Sunday shall in addition to any amount payable in respect of a weekly wage be paid as follows for any time worked on the Sunday with a minimum payment as for three hours—

For a weekly employee attending on Sunday as required to feed and attend to horses where the employer does not employ any stableman	Ordinary time.
For a stableman working seven days or seven nights in one week	Ordinary time.
For a weekly employee driving a sanitary cart or being a sanitary carter's mate or an employee at a sanitary depot	Ordinary time.
For persons employed weekly by the Melbourne and Metropolitan Board of Works in relation to the repair of a breakdown in connexion with waterworks, sewerage works or main drainage works	Ordinary time.
For a supervisor	Ordinary time.
For any other employee	Double time.

(b) sub-clause (a) hereof does not apply to—

A stableman working day work who receives one clear day's rest in seven or working night work who receives one clear night's rest in seven.

A bulk milk driver while solely carting milk, cream, and casein curd or any one or two of them.

WEEKLY TIMES OFF.

19. (a) Every weekly employee shall be entitled to time off from work from the hour of 1 p.m. on some day in the week other than Sunday in addition to the benefit of any holidays prescribed for him by this Part.

Provided that in the case of shift employees of the Melbourne and Metropolitan Board of Works the time off shall be from 1.45 p.m. instead of from 1 p.m.

(b) A weekly employee being a supervisor, bulk milk carter, sanitary carter, sanitary carter's mate, employee at a sanitary depot or person employed in relation to the repairing of a breakdown in connexion with waterworks, sewerage works or main drainage works shall, in addition to the time off prescribed by sub-clause (a) hereof, be entitled to either Sunday or some other day in each week as a clear day off from work, and in default thereof one day's extra pay.

(c) A weekly employee being a stableman who is not paid the Sunday rate for work on Sunday shall be entitled if working day work to one clear day, and if working night work to one clear night off from work in each week, and in default thereof one day's extra pay.

(d) The extra pay provided in sub-clauses (b) and (c) hereof shall be in addition to any overtime earned.

HOLIDAYS.

20. (a) Weekly employees shall be entitled without deduction of pay to the holidays observed in respect of New Year's Day, Australia Day, Good Friday, Easter Monday, Anzac Day, King's Birthday, Labour Day, Christmas Day and Boxing Day, and to one other holiday on the day fixed as follows:—

For employees of the Melbourne and Metropolitan Board of Works—

A day to be agreed to by the employer and his employees, and notified beforehand to the Union, and in default therein the day upon which the Melbourne Cup is run.

For other employees—

Within 25 miles of the G.P.O., Melbourne—A day to be agreed to by the employer and his employees, and notified beforehand to the Union, and in default therein the day upon which the Melbourne Cup is run.

In any other district—

One day for which a whole or part holiday for the Public Service is gazetted for the district, or in default thereof a day agreed to by the employer and employees concerned and notified beforehand to the Union.

(b) Provided that notwithstanding the provisions of sub-clause (a) hereof where an employee is employed in an employer's industry with respect to which the determination of any other Wages Board makes provision for public holidays without loss of pay the employer may grant the public holidays provided for in such determination instead of those abovementioned and sub-clauses (a) and (b) hereof shall be read as if the holidays mentioned in any such determination had been expressly mentioned herein as an alternative to those set out in sub-clause (a) hereof.

Provided further that an employer shall not be entitled to exercise the right conferred on him by this sub-clause unless and until he or some person on his behalf has given written notice to the Union of the determination under which he proposes to grant the holidays and of the public holidays provided therein. Any notice so given may only be changed by another written notice given to the Union in January of any year.

(c) No weekly employee who has without the consent of his employer and without reasonable cause absented himself from his employment on the day before or the day after a holiday shall be free from deduction of pay in respect of such holiday.

(d) For all time worked by a weekly employee on such holidays, payment shall be made at the following rate—

On Good Friday and the Christmas Day holiday—Time and a half.

On any other holiday—Ordinary time.

The minimum payment shall be as for four hours' work except in the case of a carter solely employed to deliver ice to a hospital before 10 a.m.

Payment for work on a holiday shall be in addition to any amount payable in respect of the weekly wage.

Provided further that if an employee is required to work on a holiday during hours which if the day were not a holiday would be outside the range of ordinary working time as mentioned in clause 13 hereof he shall be paid for such hours at double time instead of time and a half or ordinary time as hereinbefore provided in this sub-clause.

(e) The preceding part of this clause shall not apply to a stableman, a groom, or a bulk milk carter whilst solely carting milk

(f) For all time worked by a casual employee on such holidays payment shall be made at the following rate—

On Good Friday and the Christmas Day holiday—Double and a half time.

On any other holiday—Double time.

PART I.—(continued).

(This Part applies to all persons other than those employed (i) as Wharf Druggers (ii) by Retail Dairymen or (iii) in connexion with the distribution of petrol and petroleum products.)

The minimum payment shall be as for four hours' work except in the case of a cartor solely employed to deliver ice to a hospital before 10 a.m. As well as the payment prescribed by this sub-clause the flat addition of 2s. 3d. prescribed by clause 7 hereof shall be paid.

(g) Where a weekly employee is entitled to any holiday prescribed by this Part, his employer shall notify such employee on the working day immediately preceding such holiday if his services are required thereon and if such notice be not given the employee shall be entitled to take such holiday without deduction of pay.

(h) If an employer intends to carry on business on a day generally observed as a holiday although not prescribed as such in this Part he shall not be entitled to make a deduction from the wages of any weekly employee who fails to present himself for duty on that day unless he shall have given the employee notice of his intention to carry on business on that day.

ANNUAL LEAVE.*Period of Leave.*

21. (a) Except as hereinafter provided a period of fourteen consecutive days' leave with payment of ordinary wages as prescribed shall be allowed annually to an employee by his employer after a period of twelve months' continuous service with such employer.

Public Holidays Excluded.

(b) (i) Such period of annual leave shall not include any of the holidays prescribed by clause 20 of this Part observed on working days, but shall include all other non-working days.

(ii) If any such holiday falls within an employee's period of annual leave and is observed on the day which in the case of that employee would have been an ordinary working day, there shall be added to that period one day, being an ordinary working day for each such holiday observed as aforesaid.

(iii) Where an employee without reasonable excuse proof whereof shall lie upon him is absent from his employment on the working day or part of the working day prior to the commencement of his annual leave or fails to resume work at his ordinary starting time on the working day immediately following the last day of the period of his annual leave the employee shall not be entitled to payment for the public holidays which fall within his period of annual leave.

Notice of Leave to be Given.

(c) At least seven days' notice shall be given to an employee as to when he is to commence his leave and if such notice be withdrawn by an employer, the employee if he postpones his leave, shall be compensated by the employer for any reasonable out of pocket loss occasioned thereby; in case of dispute to be settled by the Wages Board.

Time when Leave to be Granted.

(d) Any leave to which an employee may become entitled hereunder shall be granted by the employer within three calendar months of the same becoming due.

Provided that if because of the conditions operating in any particular industry or of circumstances over which he has no control an employer considers it impossible for him to grant leave to any employee within the said period he may by agreement with the Union postpone such leave until a later date and in default of agreement he may submit the matter to the Wages Board which shall have power to postpone such leave until such later date as it sees fit.

Provided that in very exceptional circumstances payment may be made for the whole or any part of the leave as has been prescribed provided that consent of the Union has been obtained.

Where an employee has become entitled to annual leave hereunder, but leaves or is dismissed for any cause before such leave is granted to him he shall be paid two weeks' wages in lieu of such leave.

Leave to be Given and Taken.

(e) (i) The annual leave provided for by this clause shall be allowed and shall be taken and except as provided in sub-clause (d) hereof, payment shall not be made or accepted in lieu of annual leave. If an employer fails to grant leave within the period or any postponement thereof mentioned in sub-clause (d) hereof and is convicted on that ground for a breach of this Part and the employee is not a consenting party to such failure, the employer shall in addition to the wages payable under sub-clause (f) hereof also pay to such employee a further sum equal to the wages payable under sub-clause (f).

(ii) As to bulk milk carters in the State of Victoria one week of the annual leave shall be given and taken and payment shall not be made and accepted in lieu thereof, but the granting of the second week shall be at the option of the employer, but if not given shall be paid for.

Payment of Wages.

(f) Each employee before going on leave shall be paid the wages due to him for the period for which he is entitled to leave. For the purposes of this sub-clause and sub-clause (h) hereof the wages shall be at the amount prescribed in this Part for the occupation at which the employee was ordinarily employed immediately prior to the commencement of his leave or the termination of his employment as the case may be, but in the event of an employee being engaged during a period of four weeks prior to such commencement or termination on two or more occupations entitling him to different rates of pay, the wages to be paid to such employee hereunder shall be the amount of his average weekly wages for ordinary working time over such period of four weeks.

Leave in Advance.

(g) (i) An employer may grant 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 the expiration of the twelve months in respect of which annual leave had been taken before it accrued.

(ii) Where leave has been granted to an employee pursuant to sub-clause (g) (i) hereof 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 the annual leave, which amount shall not include any sums paid for any of the holidays prescribed in clause 20 of this Part. Provided that in cases where such leave is granted at the request of the employee, the employer may when making payment under sub-clause (f) hereof, withhold from the employee a sum equal to one-twelfth for each complete month of the qualifying period not served by the employee at the time of going on such leave and retain such sum until the expiration of such qualifying period.

Proportionate Payment.

(h) Proportionate payment shall be made in respect of each completed month of continuous service in any qualifying twelve-monthly period when an employee lawfully leaves his employment or his employment is terminated by his employer through no fault of the employee.

Calculation of Continuous Service.

(i) Continuity of service shall be deemed to be continuous notwithstanding—

(a) any interruption or termination of the employment by the employer if such interruption or termination has been made with the intention of avoiding obligations hereunder in respect of annual leave;

(b) any absence from work of not more than fourteen days in the twelve months on account of sickness or accident (proof whereof shall be on the employee);

(c) any absence on account of leave granted imposed or agreed to by the employer;

(d) any absence due to reasonable cause (including absences on account of sickness or accident of more than fourteen days) proof whereof shall be on the employee.

PART I.—(continued).

(This Part applies to all persons other than those employed (i) as Wharf Druggers (ii) by Retail Dairymen or (iii) in connexion with the distribution of petrol and petroleum products.)

Provided that in cases of personal sickness or accident or absence with reasonable cause the employee to become entitled to the benefit of this sub-clause shall if practicable inform the employer in writing within 24 hours after the commencement of such absence of his inability to attend for duty and so far as practicable the nature of the illness injury or cause and the estimated duration of his absence.

- (ii) In calculating a period of twelve months' continuous service—
- (a) (1) any annual leave taken therein;
 - (2) any absences of the kind mentioned in (a) and (b) of paragraph (i) above shall be counted as part of such period;
 - (b) in respect of absences of the kind mentioned in (c) and (d) of paragraph (i) above the employee shall serve such additional period as part of his qualification for annual leave as will equal the period of such absences.
 - (c) (1) where an employee is absent from work for any cause whatsoever the employer shall if so requested by the employee notify the employee within fourteen days of the receipt of such request whether the employer regards such absence as breaking either conditionally or unconditionally the continuity of service of such employee. If the employee does not make such request within seven days of his return to work after any such absence such absence shall be deemed to have broken such continuity. If the employer does not give such notice within the said fourteen days such absence shall not be deemed to be such a break.
- The employee shall make such request in writing and shall deliver same to the employer's office at the factory where he is employed or if there be no such office to the manager of such factory or in his absence to the employee's foreman. The employer shall give the notification to the employee by having the same delivered to such employee personally in writing.
- (2) where an employee has been absent from his employment, and the employer has notified him that such absence is regarded as a break in the continuity of service, the employee may within fourteen days of such notification from the employer, appeal to the Wages Board against such notification of the employer.

Calculation of Month.

(j) For the purpose of this clause a month shall be reckoned as commencing with the beginning of the first day of the 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 be no such day in such subsequent month shall be reckoned as ending at the end of such subsequent month.

Successor or Assignee or Transmitlee.

(k) Where the employer is a successor or assignee or transmitlee of a business if an employee was in the employment of the employer's predecessor at the time when he became such successor or assignee or transmitlee 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.

Annual Close Down.

(l) 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 to the employees concerned 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 re-opened 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 (h) of this clause, subject to adjustment for any proportionate leave which he may have been allowed as aforesaid.

(m) Provided that where an employee is employed in an employer's industry with respect to which the determination of any other Wages Board provides for annual leave with pay such leave being uniform for all employees the employer may grant such employee annual leave in accordance with the provisions of such determination instead of under this Part, and this Part shall be read as if the provisions of such determination had been expressly included herein. Provided further that an employer shall not be entitled to exercise the right conferred on him by this sub-clause unless and until he or some person on his behalf has given written notice to the Union of the determination under which he proposes to grant the annual leave and of the annual leave therein provided. Any notice so given shall not be changed without the consent of the Union and shall not affect any rights of the employee already accrued under this Part at the time of giving such notice.

(n) Any dispute as to the rights of an employee to or with respect to annual leave shall be dealt with by the Wages Board.

MEAL TIMES.

22. (a) Except as otherwise provided in this clause, on all days except Saturday and on Saturday if he so desires in the case of an employee required to continue working after 2 p.m., each employee not working on shift shall be allowed a break of one hour without pay as a meal time to begin not earlier than 11.30 a.m. nor later than 1.30 p.m.

If the break be not so allowed all time worked after 1.30 p.m. until a break of one hour without pay for a meal time is allowed shall be paid for at the rate of ordinary time, the payment to be in addition to any payment due in respect of a weekly or casual wage.

(b) Except as otherwise provided in this clause no employee shall be required to work for longer than 5½ hours without a break for a meal time of one hour, or half an hour in the case of the evening meal, without pay.

All time worked over 5½ hours until such a break is allowed shall be paid for at the rate of ordinary time, the payment to be in addition to any payment due in respect of a weekly or casual wage.

This sub-clause shall not apply to the evening meal time in the case of any employee returning to the yard or depot after the conclusion of any journey or delivery where such employee ceases work not later than 7 p.m. on Monday to Friday inclusive, and 1.30 p.m. on Saturday.

PART I.—(continued).

(This Part applies to all persons other than those employed (i) as Wharf Driggers (ii) by Retail Dairymen or (iii) in connexion with the distribution of petrol and petroleum products.)

(c) In the case of any employee of the Melbourne and Metropolitan Board of Works breaks may be of 45 minutes instead of one hour.

(d) (i) Where an employee is required otherwise than because of his own default or delay to continue working after 6 p.m. or 1.15 p.m. on Saturday without having been informed in some way on the preceding working day that he will be so required he shall be allowed 2s. as tea money.

(ii) An employee who is notified under this sub-clause that he will be required to continue working, but who is not so required to continue working, shall be paid the prescribed tea money.

(iii) This sub-clause shall not apply in the case of any employee returning to the yard or depot after the conclusion of any journey or delivery where such employee ceases work not later than 7 p.m.

(iv) The obligation to pay ordinary time under this clause in addition to weekly or other wages and overtime under any other clause of this Part shall not be cumulative, but the employee in cases coming within this clause shall be entitled only to the higher payment.

THE CONTRACT OF EMPLOYMENT.

23. Where an employee is usually employed without any express undertaking to employ him for at least one week his employment shall be deemed to be that of a casual employee, but in all other cases where an employee is not in express terms engaged as a casual employee, he shall be deemed to be, and be employed as a weekly employee.

The following shall be the terms and conditions of weekly employment:—

(a) The engagement shall not be determined on either side, except upon one week's notice, which may be given at any time, but an employer may pay one week's wages in lieu of giving such notice.

(b) Where a notice is given by an employer purporting to expire within the week next preceding Christmas Day or Good Friday, but the employer expressly or impliedly allows the employee to believe that he is to resume work not later than one week after New Year's Day or Easter Monday as the case may be, such notice shall have no effect, and the engagement shall be deemed to have continued unaffected by such notice.

(c) A weekly employee shall not be changed to a casual employee within the week next preceding Christmas Day or Good Friday.

(d) Notice to determine the engagement which is given every week or otherwise in such manner that the employee is not able to know with certainty a week before a particular date whether his engagement will or will not be determined by the employer upon that date shall not be deemed a valid notice unless given during a general or shipping or coal strike.

(e) Subject to sub-clause (f) hereof an employee to become entitled to payment of the weekly wage prescribed by this Part is to be available, ready, and willing to perform such work as the employer shall from time to time require on the day and during the hours usually worked by the class of employee comprising him, but any employee so available ready and willing to work for the whole week and not justifiably dismissed for any reason set out in sub-clause (h) hereof shall be entitled to a full week's wage.

(f) Where an employee becomes disabled by sickness of himself, proof of which is given to the employer by medical certificate or other satisfactory evidence within twenty-four hours of the beginning of the employee's consequential absence, he shall on account thereof be entitled without deduction of pay to absent himself from work for one day in each two months or for a proportionate aggregate in a longer period, but not exceeding one of forty-four working hours in any year of the employment.

Provided that where an employee is in the service of an employer for a year and has had no sick pay in such year as prescribed and such employee continues in such service he shall not, if he becomes disabled as previously mentioned during the ensuing year, be entitled to absent himself without deduction of pay for more than forty-four working hours in each ensuing year, but the number of days in any two months or other longer period as aforesaid in such ensuing year on which he shall be entitled to so absent himself shall be increased within such two months or period until the total number of working hours amount to forty-four.

For the purposes of this sub-clause "year" shall mean each succeeding period from the 1st day of November to the 31st day of October inclusive.

In computing the time to be taken as worked by a weekly employee during a week containing any day of such absence to which he is entitled by this sub-clause without deduction of pay, if the day be other than a Saturday, 8 hours, and if the day be a Saturday, four hours shall in respect of the day be added as if actually worked to the amount of time actually worked by the employee during the other working days of the week.

(g) Subject to sub-clause (f) hereof and to the provisions of this Part as to holidays, if an employee absents himself from work his employer shall be entitled to deduct from his week's wages an amount corresponding with the period of absence.

(h) Notwithstanding anything elsewhere in this clause contained an employer may at any time forthwith dismiss an employee for refusal or neglect to obey orders, misconduct, or carelessness in the performance of his duties, or if after receiving one week's notice of determination of engagement he does not carry out his duties in the same manner as before such notice.

(i) If an employee be justifiably dismissed for any reason set out in sub-clause (h) hereof he shall be entitled to payment proportionate to the time worked, but to that only.

(j) Should any employee be dismissed during the course of a week, any wages due to him under this Part shall be paid to him forthwith and in default thereof the employer shall pay such employee an extra 3s. for each and every day or part thereof, whilst such default continues unless the employer satisfies the Wages Board that such default was due to circumstances not under his control and which he could not reasonably have foreseen and which he took reasonable steps to avoid or overcome.

JUNIORS NOT TO BE EMPLOYED IN CERTAIN CASES.

24. No junior under nineteen years of age shall be allowed to drive or be in charge of more than one horse in the Metropolitan District as defined in the Factories and Shops Acts, and no improver under eighteen years of age shall be permitted to have sole charge of a motor vehicle.

PROPORTION OF JUNIORS.

25. Juniors shall not be employed in a greater proportion than one junior to every five drivers receiving adult wages.

TIME BOOKS.

26. (a) Each employer shall, at the depot or yard at or from or in connexion with which the employee works or at an office convenient thereto, keep a record or time book showing the name of each employee in which shall be entered each day the time of starting and finishing work the work performed and class of vehicle driven and number of horses or makers capacity and the weekly rate of pay for such work, and the amount of overtime worked and the wages and overtime paid to each employee.

Provided proper facilities are provided by the employer for the purpose, such record or time book shall (so far as his starting and finishing time each day is concerned and also the work performed and class of vehicle driven and number of horses or makers capacity) be made or entered each day by the employee at the time of starting and finishing work.

(b) The age of each employee receiving less than the adult wage shall be entered in the record or time book.

PART I.—(continued).

(This Part applies to all persons other than those employed (i) as Wharf Dragers (ii) by Retail Dairymen or (iii) in connexion with the distribution of petrol and petroleum products.)

(c) Such record or time book shall on demand be produced by the employer or in his absence the person in charge or who may be reasonably presumed to be in charge of such depot, yard, or office mentioned in sub-clause (a) of this clause or the time books kept thereat to any officials (not more than two in number at any one time) of the Union duly authorized in writing by the president and secretary of the local branch or sub-branch of the Union at the place where the record or time book is kept. No demand for production need be complied with until after the expiration of seven days in the case of the first inspection, but subject thereto, any demand for production made between the hours of 10 a.m. and noon and 2 p.m. and 4 p.m., Saturday afternoons and public holidays excepted, on any day between the 1st and the 27th inclusive in each calendar month except on pay day shall be complied with forthwith. If the time of any such demand shall not be reasonably suitable to an employer (the burden of proof whereof shall be on the employer) for a full and particular inspection and examination of such time book or record by the officials, the employer shall nevertheless produce at such time such time book or record to the officials who shall be then entitled to examine such book or record for the purpose of seeing the nature and general state and condition thereof. A time shall then be agreed upon for the further examination of particulars thereof by such officials and, if not agreed upon, such time between the above hours shall be fixed by the officials and shall not be less than 24 hours or 48 hours in the case of a demand on the day before pay day after the time of the first demand. The officials shall in fixing such time have due regard to the exigencies of the employer's business and must complete each inspection as quickly as reasonably practicable.

(d) Provided that an employer may at his option, in lieu of a time book, provide a mechanical clock for the purpose of recording the time of each employee, in which case each employee shall, at the end of the week, enter or record the wages and overtime received on some card or check used in connexion with such clock.

(e) Where an employee performs work for which a special rate is provided, a record of such work and the nature of the same shall be recorded in the time book or equivalent record.

DETERMINATION TO BE EXHIBITED.

27. A copy of this Determination shall be exhibited by each employer where the industry is carried on, by being posted or hung up in a place where the employee signs on and off and where it is easily accessible to the employees without having to ask the permission of the employer.

TEMPORARY CHANGE OF STABLE.

28. (a) If after an employee has come to work as required at one starting place, his employer transfers him to another starting place any reasonable cost of fares incurred in going to or from the latter place shall be paid by the employer.

(b) If an employee is transferred temporarily to work at or from a starting place which requires him to travel from his home at least 1 mile more than is required by his ordinary starting place, any extra time so caused to be used by the employee shall be paid for at the rate of ordinary time, and any reasonable extra cost of fares so caused shall be paid by the employer.

TRAVELLING ALLOWANCES.

29. (a) An employee engaged in ordinary travelling on duty or on work on which he is unable to return to his home at night shall be paid such personal expenses as he reasonably incurs in travelling, but he shall be paid the sum of 8s. 6d. per day at least. Provided that where an employee travels by boat or other conveyance in which his ticket includes meals and bed, he shall not be entitled to the said allowance, and provided that where an employer carrying on a coach and mail service provides or is willing to provide meals and bed the employee is to have the option of receiving 8s. 6d. per day or accepting the meals and bed provided by the employer.

(b) An employee prevented from returning with his turnout to the depot or yard from which he started shall be paid any travelling expenses he has to incur, and as if for time worked for the time he reasonably takes to get to his home beyond the time he ordinarily would have taken to get to his home from the depot or yard.

GEAR AND ROPES TO BE SUPPLIED BY EMPLOYER.

30. An employer shall supply his employees with all gear to secure any loads to be carted by them, and necessary ropes, chains, books, trucks, and skids, and effective lamps.

HEAVY ARTICLES.

31. An employee unaided by proper auxiliary appliances or by another man shall not be permitted to lift or carry goods over 200 lb. in weight.

31A. Where the driver of a milk waggon is required to lift into the waggon milk in cans having a capacity of 10 gallons or more from the ground or other surface more than 18 inches below the level of the tray of the truck, an assistant must be provided.

ARTICLES OF CLOTHING.

32. Where an employee is required by law or by his employer to wear any special uniform, cap, overall, or other article, it shall be supplied and paid for by the employer.

HOUSING.

33. (a) Any employee required by his employer to live at a stable, yard, or garage, shall be provided with suitable accommodation for such employee free of cost.

(b) If an employer provides proper housing accommodation for an employee and his wife and family where such employee elects to live the employer shall be entitled to charge a rent not exceeding 10s. per week and not exceeding half the rent at which a similar house in the same locality would ordinarily be let.

DEFINITIONS.

34. Unless a contrary intention appears expressions used in this Part shall have meanings as follow:—

(a) "Junior" means any person under the age of 20 years in receipt of less than the adult wage.

(b) "Casual employee" means an employee who is not employed as a weekly employee.

(c) "Head stableman" means a stableman in charge of or directing the work of other stablemen.

(d) "Yardman" means any employee, not otherwise specified, employed in or in connexion with a stable, yard, or garage.

(e) "Horse driver's assistant" and "motor driver's assistant" means any employee who accompanies the driver to assist in loading, unloading, or delivering.

(f) "Loader" means any employee engaged in loading or unloading any goods, wares, merchandise, or materials on to or from any vehicle and in work incidental to such loading or unloading, and a person engaged as a horse driver's assistant or motor driver's assistant but who performs work on the water front of the nature usually performed by a loader shall be deemed to be a loader within this definition whilst performing such work.

PART I.—(continued).

(This Part applies to all persons other those employed (i) as Wharf Driggers (ii) by Retail Dairyman or (iii) in connexion with the distribution of petrol and petroleum products.)

- (g) "Leading loader" shall mean a loader or ganger in charge of loaders.
- (h) "Bulk milk carter" means an employee solely engaged in carting milk or cream in bulk whether carting in tanks and/or containers.
- (i) "Collecting supervisor" means any person whose duty it is to collect moneys and exercise supervision over the work of drivers or other employees.
- (j) "Official" means any person authorized in writing by the president and secretary of the local branch or sub-branch of the Transport Workers Union of Australia.
- (k) "Sanitary carter's mate" means an employee who accompanies the driver to assist in loading or unloading.
- (l) "Jinker" means a vehicle with a forecarriage, or a vehicle (where a dray takes the place of the forecarriage) and a bow axle under which the load is slung.
- (m) "Boiler truck" means a vehicle on four low wheels, with or without springs, generally used for the carrying of boilers.
- (n) "Float" means a vehicle on four wheels with or without springs generally used for carrying plate glass or other heavy material.
- (o) "Articulated vehicle" means a vehicle with three or more axles comprising a power unit (called tractor truck, prime mover etc.), and semi-trailer, which is superimposed on the power unit and coupled together by means of a king pin, revolving on a turn table; and is an articulated vehicle whether automatically detachable or permanently coupled.
- (p) "Specially offensive material" means bone dust, bones, blood manure, dead animals, offal, fat (including that which is carted from hotels or restaurants or other places in kerosene tins), tallow in second-hand casks or in second-hand iron or steel drums, green skins, raw hides and sheep skins when fly-blown or maggotty, sausage skin casings except when packed in non-leaky containers for consumption, saltcake, spent oxide, hair and fleshings, soda ash, muriate of potash, sulphur ex wharf, sheeps trotters (known as "pie"), sulphuric acid of the strength of 96 per cent. or 98 per cent. in cases in which the carter is required to handle individual jars, stable cow or pig manure, meat meal, liver meal, blood meal, T.N.T. and any other goods which the Wages Board shall decide from time to time are specially offensive goods.
- (q) "Dirty material" means coal, coke, briquettes, bitumen, provided that this be limited to bitumen and/or bituminous material for spreading on roads and excluding bitumen in metal containers, plumbago, graphite, black lead, carbon black, manganese excluding the article known as ferro or iron manganese, lime, "Comaidai" lime, tallite, linil, plaster, plaster of Paris, red oxide, zinc oxide, "Quickardo" cement, super phosphate (in second-hand bags), rock phosphate, dicalcio phosphate, yellow ochre, red ochre, charcoal, empty flour bags, super cel in jute bags, stone dust, household refuse including refuse from ships in port, street sweepings or garbage, but not including waste material (paper, rags, &c.), shives of flax when carted as a full load, and any material or a particular load thereof, which the Wages Board may decide to be exceptionally dirty.
- (r) For the purposes of paragraphs (p) and (q) hereof 10 cwt., or more shall constitute a load of dirty material or of specially offensive material and before any driver is entitled to any further additional amount he shall have taken an active part in the on-loading and/or off-loading of dirty or specially offensive material.
- (s) "Horse" means any beast of burden except a bullock.
- (t) "Saturday" for the purpose of this Part means either Saturday or such other day as is at present observed as the weekly half-holiday in a particular industry or district.
- (u) "Holiday" means any holiday prescribed by this Part.
- (v) "Winter" means from the 15th day of April to the 15th day of October, inclusive.
- (w) "Summer" means from the 16th day of October to the 14th day of April, inclusive.
- (x) "Rate of ordinary time, of time and a half, of double time, of double time and half time, and of treble time," and any like expression means respectively a rate per hour of 1/44, 3/88, 1/22, 5/88, and 3/44 of the prescribed weekly rate for the relevant class of employee;
- (y) "Shift," or any like expression, means work done in relay by successive men or sets of men without any considerable break between the ending of work by one man or set and the beginning of work by the next man or set.
- (z) "Makers capacity" means the capacity shown on the certificate of registration issued under the Motor Car Acts.
- (zz) "Union" means the Transport Workers Union of Australia.

PERIODICAL ADJUSTMENT OF WAGES.

35. The wages rates set out in clause 1 of this Part are based upon the following basic wage and, pursuant to the provisions of Section 21 of the *Factories and Shops Act 1934*, shall be automatically adjusted as prescribed in clause 36.

Basic Wage.

Place.	Needs basic wage (adjustable).	Loading (constant).	Total basic wage.	Index number set assigned.
Within 20 miles of G.P.O., Melbourne	£ s. d. 5 0 0	s. d. 6 0	£ s. d. 5 6 0	Melbourne
Within 10 miles of G.P.O., Geelong—same as the contemporaneous basic wage for Melbourne				
Within 5 miles of the chief Post Office, Warrnambool—same as the contemporaneous basic wage for Melbourne				
Mildura and Gippsland Districts—same as the contemporaneous basic wage for Melbourne				
Yallourn—until further order the same amount in excess of Melbourne as at present, viz., 6s. 6d. per week				
Elsewhere—3s. less than the contemporaneous basic wage for Melbourne				

PART I.—(continued).

(This Part applies to all persons other than those employed (i) as Wharf Druggers (ii) by Retail Dairymen or (iii) in connexion with the distribution of petrol and petroleum products.)

ADJUSTMENT OF BASIC WAGE.

36. (a) For the purposes of this Determination the expression "Commonwealth Statistician's 'All Items' 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.

(b) Until the beginning of the first pay period to commence in February, 1947, the amounts of the basic wage shall be as prescribed in clause 35.

(c) During each future successive period beginning with the first pay period to commence in a February, a May, an August, or a November, the amount of the basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's 'all items' retail price index number by the factor '087 taken to one place of decimals, the resultant whole number being the amount of the basic wage expressed in shillings, but should the decimal number reach '5 or more the basic wage shall be taken to the next higher shilling.

PART II.

(This part applies only to persons employed as Wharf Druggers.)

RATES OF WAGE.

1. The minimum rates of wage payable to any person casually employed in the calling or occupation of a driver or dragger in the hauling or dragging of cargo on the wharf to and from the vessel's side and the wharf sheds or stacking grounds during the process of loading or unloading a vessel shall be 2s. 8¹/₁₁d. per hour with a minimum payment as for four hours and in addition the sum of 2s. 3d. for each day on which work is done by the employee. For this purpose a "day" means the period between 8 a.m. one day and 8 a.m. the succeeding day.

ORDINARY HOURS OF EMPLOYMENT.

2. The ordinary hours of duty shall be—

From Monday to Friday inclusive—8 a.m. to 5 p.m.

Saturday—8 a.m. to noon.

Provided that the time occupied in travelling to or from the stable, yard or wharf, with a horse or horses, shall be paid for as if the dragger was actually engaged in dragging operations.

OVERTIME.

3. Overtime as hereinafter defined shall be paid for at the following rates (in addition to the 2s. 3d. prescribed by clause 1 hereof):—

(a) Between 6 p.m. and midnight—

Monday to Friday inclusive—Ordinary rate and a half.

Between midnight and 7 a.m.—Monday to Saturday inclusive—Double ordinary rate.

(b) Where tea hour is observed from 6 p.m. to 7 p.m. by the waterside workers with whom the employee is working the employee shall be paid at the rate of ordinary rate and a half between 5 p.m. and 6 p.m.

(c) For work done on Saturday between noon and midnight and from midnight on Sunday to 7 a.m. on Monday double ordinary rates shall be paid.

(d) For work done on ordinary holidays the rates shall be—

Between midnight and 7 a.m.—Two and one half times the ordinary rate.

Between 8 a.m. and 5 p.m.—Ordinary rate and a half.

Between 5 p.m. and midnight—Double ordinary rate.

(e) For work done between midnight on Saturday and midnight on Sunday and between midnight and midnight on extraordinary holidays two and a half times the ordinary rate shall be paid.

(f) For work done during ordinary hours for more than 88 hours per fortnight or 48 hours in any one week (exclusive of meal times and smoke-ohs)—for such excess ordinary rate and a half.

(g) Men engaged to work between midnight and 7 a.m. under the preceding sub-clauses (c), (d) and (e) hereof shall be paid for at least four hours at the appropriate rate.

MEAL HOURS.

4. The hours for meals shall be—

Breakfast—7 a.m. to 8 a.m.

Dinner—Noon to 1 p.m.

Tea—5 p.m. to 6 p.m.

Supper—Midnight to 1 a.m. but when work begins at midnight supper periods are not to be observed.

When frozen cargo is being handled the meal hour may be postponed without payment of additional rate for any time not exceeding half an hour if such suspension is necessary to complete the unloading of a truck, motor waggon or vehicle the unloading of which was started before the time fixed for the meal hour.

PART II.—(continued).

(This Part applies only to persons employed as Wharf Draggers.)

WORKING DURING MEAL HOURS.

5. (a) Working during meal hours, except to meet emergencies, shall be avoided as far as possible. If employers require work to continue during a meal hour to meet emergencies, the rates set out hereunder, subject to adjustment under clause 14 of this Part, shall be paid for such meal hour, or portion thereof worked, and thereafter, subject to the exception in respect of frozen cargo in clause 4 of this Part and those hereinafter mentioned shall continue until the employee is discharged or has been allowed a full hour of leisure for a meal.

(b) Employees shall at the employer's option work during such meal hours as are worked by the waterside workers with whom they are working but not otherwise.

(c) In ports where meals are supplied by the employers the payment for work during meal hours shall not apply where the employers in order to expedite the sailing of a vessel arrange for the meal to be supplied either one hour prior to or one hour later than the otherwise specified time of such meal hour. In such cases the employers shall be entitled to arrange meal times within the stipulated period.

Note.—Based on 2s. 1¹/₁₁d. per hour.

	Ordinary days.	Ordinary holidays.	Saturday afternoons.	Sundays and extraordinary holidays.
	Per hour.	Per hour.	Per hour.	Per hour.
	s. d.	s. d.	s. d.	s. d.
Supper (except where employment begins at midnight)	6 3 ³ / ₁₁	7 3 ³ / ₁₁	..	7 3 ³ / ₁₁
Breakfast where work commences prior to 7 a.m.	6 3 ³ / ₁₁	7 3 ³ / ₁₁	..	7 3 ³ / ₁₁
Breakfast where work commences at 7 a.m.	4 2 ² / ₁₁	5 2 ² / ₁₁	..	7 3 ³ / ₁₁
Dinner	4 2 ² / ₁₁	5 2 ² / ₁₁	6 3 ³ / ₁₁	7 3 ³ / ₁₁
Tea except as provided in clause 3 (b) hereof	4 2 ² / ₁₁	6 3 ³ / ₁₁	6 3 ³ / ₁₁	7 3 ³ / ₁₁

SMOKE-OHS.

6. Employees shall be entitled without loss of pay to the same breaks in their work as are actually observed by the waterside workers with whom they are working but shall feed and water their horses during such smoke-ohs if necessary.

WORKING THROUGH SMOKE-OHS.

7. (a) The employees shall not be entitled to the said breaks of work if the employer be willing to pay double the appropriate rate for the work done during the smoke-oh or where the actual work commences less than two hours before the time of the break.

(b) For work done during smoke-ohs (other than the necessary feeding and watering of horses) double the appropriate rate shall be paid for the time actually worked.

TIME OF DUTY.

8. The time of duty, except as hereinafter provided, shall begin at the time and place at which the employee is directed to present himself for work or for conveyance to work.

PROVISION FOR MEALS.

9. Where employees are required to work on the same or a different job after 5 p.m. or after 6 p.m. in ports where the meal hour is observed by mutual arrangement from 6 p.m. to 7 p.m. at or before the time they are knocked off for the midday meal on the day on which they are so expected to work, or if engaged after the time of the midday meal on that day—at the time picked-up—they shall be notified by the foreman or other representative of the employer of the probable period of time for which their services will be required and will thereupon make provision for meals necessary during such period mentioned, subject to the following conditions:—

- (i) If any meals necessary after 5 p.m. or after 6 p.m. in ports where the meal hour is observed from 6 p.m. to 7 p.m. within that period are provided and not required by the employee owing to work not being available, each such employee shall be paid the sum of 1s. 6d. for each such meal provided and not required.
- (ii) If the work exceeds the time mentioned by the foreman or other representative of the employer, and continues beyond a meal hour, and an extra meal or meals have to be obtained away from home, each such employee shall be paid the sum of 1s. 6d. for each such meal.
- (iii) If the employees are not notified as before mentioned and work continues beyond a meal hour, they shall each be paid 1s. 6d. for each meal obtained away from home.
- (iv) Where employees have been notified and work continues into and through the last meal hour to a finish, no payment shall be due for such meal not partaken during the meal hour time at which the last meal hour would have been observed.
- (v) The employer shall not be liable for these payments if he provide employees with proper meals.
- (vi) Employees required to work beyond the midday meal on Saturday shall receive notice of that fact before leaving work on Friday if resuming at the same job, or at the time of engagement—if engaged for work commencing on Saturday morning—and for meals required after midday, shall be notified at or before the midday break on the job.
- (vii) Employees engaged to commence work or ordered to resume work prior to the breakfast meal hour on the following working day and who are required beyond that meal hour, unless notified as before mentioned, shall be entitled to payment of the meal allowance.
- (viii) For the purposes of this Part notice given by a foreman or other representative of the employer, to one man in each gang, shall be deemed to be notice to all employees engaged.

HOLIDAYS.

10. (a) The holidays shall be as follows:—
 Extraordinary holidays.—Christmas Day, Good Friday, Labour Day, and Sundays.
 Ordinary Holidays.—New Year's Day, Easter Monday, King's Birthday, Boxing Day, Australia Day, Melbourne Cup Day, and Anzac Day.

(b) "Australia Day" shall mean the day in January observed as such.

(c) "Holidays" shall mean the days prescribed under the law of the State to be observed in lieu of the actual holidays mentioned unless there be no such day prescribed in which case the day to be observed shall be the day on which the holiday falls.

PART II.—(continued).

(This Part applies only to persons employed as Wharf Draggers.)

EMPLOYEES TO WHOM THIS PART APPLIES.

11. This Part of this Determination shall apply to casual employees and except as to clause 1 hereof and the provision for payment of 2s. 3d. contained in clause 3 hereof shall apply to such permanent carters or drivers on weekly engagement as may be temporarily engaged in the occupation of dragging whilst they are so employed in lieu of the provisions dealing with the same subject matter in Part I. hereof.

An employer shall not employ a permanent carter or driver on weekly engagement as a casual dragger on a holiday unless there shall be no casual draggers available.

THE OCCUPATION.

12. The duties of a dragger shall be to attend to and/or drive his horse and to attach the horse to the truck. He shall also be responsible for the safe conduct of the load (but not any loading or unloading) whilst on the truck. In the case of an emergency only a dragger may, if agreeable, do other work provided that for each hour or part of an hour so employed he shall be paid the ruling rate prescribed by any Determination for the particular class of work done.

INCORPORATION OF PROVISIONS OF PART I.

13. The provisions of clauses 8, 13 (a), 25, 26, and 27 of Part I. of this Determination are hereby incorporated in this Part.

PERIODICAL ADJUSTMENT OF WAGES.

14. The wages rates set out in Clause 1 of this Part are based upon the following basic wage rates, and pursuant to the provisions of Section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically adjusted as prescribed hereafter.

- (1) The index number for Melbourne is to be applied.
- (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 of addition or deduction assigned in the following table (or in any extension thereof) to the index number division comprising such number is to be ascertained.
- (4) That assigned amount shall for work done during such period of or near a quarter be added to or deducted from the originally prescribed amount of the rate in accordance with that table.
- (5) The division called "original" in the following table is that for the needs basic wage upon which the rate is to be deemed to have been originally prescribed.

Table.

Original Index Number Division, 1142-1154, Melbourne.

Index number divisions for deductions.	Amounts of addition or deduction.	Index number divisions for additions.
1081-1092	<i>d.</i> 0 ⁶ / ₁₁	1204-1216
1068-1080	0 ² / ₁₁	1217-1228
1056-1067	nil	1229-1240
1044-1055	0 ² / ₁₁	1241-1253

PART III.

(This Part applies only to persons employed by Retail Dairymen.)

1. ADULT EMPLOYEES.

	Weekly Wage.		
	Within 20 Miles of G.P.O., Melbourne; within 10 Miles of G.P.O., Geelong; within 5 Miles of the chief Post Office, Warrnambool; and within the Mildura and Gippsland Districts.	At Yallourn.	All Other Parts of Victoria.
Employee driving—	£ s. d.	£ s. d.	£ s. d.
One horse	5 10 0	5 17 6	5 7 0
Two horses	5 15 0	6 1 6	5 12 0
Employee driving—			
Motor bicycle with side car	5 11 0	5 17 6	5 8 0
Other motor vehicle having maker's capacity of—			
25 cwt. or less	5 14 0	6 1 6	5 12 0
Over 25 cwt. but not over 3 tons	5 19 0	6 5 6	5 16 0
Over 3 tons but under 6 tons	6 2 0	6 8 6	5 19 0
Further tonnage—for each complete ton over 5 an extra 1s. per week			
Motor (not being a tractor) drawing trailer—1s. extra per day for each trailer.			
Stableman	5 8 0	5 14 6	5 5 0
Head stableman	5 12 0	5 18 6	5 9 0
Horse driver's assistant, motor driver's assistant, washer, yardman, and any employee not elsewhere specified	5 6 0	5 12 6	5 3 0

PART III.—(continued).**(This Part applies only to persons employed by Retail Dairymen.)**

2.	EXTRA RATES.	Per week.
		s. d.
Further additional amount for employee driving retail milk vehicle		11 0
Further additional amount for employee of retail dairyman driving bulk milk vehicle		7 0
Further additional amount for a driver of a motor vehicle fitted and operated with a charcoal gas producer unit—for each day or portion thereof upon which he is called upon to drive such vehicle—an extra		1 0
Such driver for each day or portion thereof upon which he is called upon to clean the hopper and/or final filter of such unit—an extra		1 0
Further additional amount for a cleaner of a 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		1 0

DRIVER PROVIDING STABLING FOR HIS HORSE.

3. Where a driver is called upon to provide stabling for his horse or horses he shall be paid 5s. per week for each horse stabled in addition to the rate of wages he is receiving at the time. All feed for horses so stabled shall be provided by the employer.

WAGE FOR CASUAL EMPLOYEES.

4. A casual employee shall for the time worked by him receive payment proportionate to the total weekly rate for the class of work with a minimum payment as for two hours and shall also be paid a flat addition of 2s. 3d. for each day on which work is done by him.

WAGE FOR JUNIORS.

5. The minimum rate of wages to be paid per week to a junior shall be as follows:—		£ s. d.
Under 19 years of age		3 17 0
19 and under 20 years of age		4 5 0
20 years of age and over		Adult rate.

HIGHEST FUNCTION.

6. (a) Where an employee is called upon to perform two or more classes of work on any one day he shall for the purpose of assessing the rate of wage to be paid, be deemed to have worked throughout the whole of his working time on that day at the class for which the highest rate of wages is prescribed.

(b) Notwithstanding anything contained in this clause an employee may be used in the capacities of a Retail Milk Carter and Collector, provided that each separate capacity shall be performed only on one day, and such employee shall be paid weekly the highest ruling rate of such capacities.

Provided further that no Carter-Collector may be changed from one capacity to another without having at least twelve hours off for rest.

EMPLOYEE LEARNING ROUND.

7. No reduction shall be made from his wage when an employee is learning his round.

PAYMENT OF WAGES.

8. The following provisions shall apply to the payment of wages:—

- (a) Either the Wednesday, the Thursday, or the Friday in each week shall be fixed as the pay-day, and the pay-day once so fixed shall not be altered more than once in three months nor without two weeks' notice to the employees.
- (b) All wages shall be paid on such pay-day.
- (c) Where it is practicable to pay the employees on pay-day at the yard or depot the payment of wages shall be made within ten minutes of the time at which the employee ceases duty, and if it is delayed beyond that time through any fault or delay of the employer or because of the place at which the employee has to cease work, the employee shall be paid for the time of delay in excess of ten minutes at the rate of time and a half.
- (d) All earnings, including overtime, shall be paid within two days of the expiration of the week in which they accrue.
- (e) If an employer fails to make payment to any employee on pay day, he shall pay to each such employee an extra 3s. for each and every day or part thereof during which such default continues, unless he satisfies the Wages Board that such failure is due to some act on the part of the employee, or to the fact that the employer was ready and willing to make payment on pay day but that the employee failed to wait for his pay under sub-clause (c) hereof, or to circumstances not under his control and which he could not reasonably have foreseen and which he took reasonable steps to avoid or overcome.

ORDINARY WORKING HOURS PER WEEK.

9. (a) The ordinary working hours per week for a weekly employee shall be 44. Such ordinary number of working hours shall include time worked on a Sunday.

(b) All time worked by a weekly employee in excess of the ordinary number of hours herein prescribed shall be paid for as overtime at the rate of time and a half.

(c) In computing the time to be taken as worked by a weekly employee during a week containing any prescribed holiday to which he is entitled by this Part, if the holiday be on a day other than Saturday, eight hours, and if the holiday be on a Saturday, four hours shall in respect of the holiday be added as if actually worked to the amount of time actually worked by the employee during the ordinary working days of the week.

Provided that in the case of a stableman, if the employer within fourteen days of a prescribed holiday allow to him a day off in lieu of such holiday, the appropriate amount of time shall in like manner be added in respect of the substituted day and the week in which it occurs instead of in respect of the holiday and the week in which it occurs:

Provided further that this sub-clause shall not apply to an employee who in the ordinary course works seven days a week as his week's work.

ORDINARY WORKING TIME PER DAY.

10. The work of each day or shift of drivers of retail milk vehicles or assistants on such vehicles shall be continuous: Provided that all time worked by such in any capacity in excess of eight hours on any day shall not be counted as part of the ordinary working hours per week for a weekly employee; and shall be paid for at the rate of time and a half in addition to any amount payable in respect of the weekly wage:

Provided further that all time between the earliest starting time and the latest finishing time shall be considered as time worked.

RANGE OF ORDINARY WORKING TIME.

11. (a) Within the Melbourne metropolitan district as defined by the Victorian Milk Board, all time worked by a driver of a retail milk vehicle or an assistant on such a vehicle in any capacity before the hour of 1 a.m. or after the hour of 10 a.m. on any day shall be paid for at the rate of time and a half irrespective of the number of hours worked for the day or week. Except that in the case of such employees on retail milk vehicles delivering milk to shops, factories, warehouses, or offices inside the City boundaries as defined by the Milk Board Regulations, viz., Flinders-street to Lonsdale-street and Spring-street to Spencer-street and in the case of employees on retail milk vehicles wholly delivering milk to milk bars, institutions, shops, hotels, hospitals, boarding houses and like places as "semi-wholesale" milk, all work done before the hour of 5 a.m. or after the hour of noon for employees working seven days per week or after the hour of 1 p.m. for employees working six days per week, shall be paid for at the rate of time and a half.

PART III.—(continued).

(This Part applies only to persons employed by Retail Dairyman.)

(b) Outside the Melbourne metropolitan district, a starting time shall be fixed by each employer, in agreement with the local Branch or Sub-branch of the Transport Workers Union of Australia; and all time worked by the driver of a retail milk vehicle, or an assistant on such vehicle in any capacity, shall be paid for at the rate of time and a half, irrespective of the number of hours worked for the day or week: Provided that where no starting time has been fixed in agreement with the local Branch or Sub-branch of the Transport Workers Union of Australia, the provisions of sub-clause (a) hereof shall apply.

(c) Any time worked outside such hours shall not be counted as part of the ordinary working hours per week of a weekly employee and payment therefor shall be in addition to any amount payable in respect of the weekly wage.

(d) This Part shall not operate to relieve employers from complying with any present Statute of the State or regulation hereunder so far as such Statute or regulation deals with the hours at which goods may be carted or delivered.

STARTING AND FINISHING WORK.

12. Where proper facilities are provided for an employee to sign on when beginning work and to sign off when leaving work, the work of such employee shall be deemed to commence when he signs on at the yard or depot in the morning and to finish when he signs off.

Where proper facilities for signing on or off are not provided, work shall be deemed to commence when the employee enters the yard or depot in the morning and to finish when he leaves the yard or depot.

Provided that in any case where the horses are stabled at the driver's own home then the driver shall be allowed twenty minutes in the morning and fifteen minutes in the evening to perform the necessary stable work.

ALTERATION OF STARTING AND FINISHING TIMES.

13. Each employer shall fix a regular starting time for each of his employees which shall, with respect to each such employee, be the same time, in each day of the week. In any case where it is not so fixed, such starting time shall be 1 a.m., until it is otherwise fixed by the employer. Where an employer desires to vary or change the regular starting time of any employee or employees he shall give two weeks' notice of such variation or change to the particular employee or employees concerned, and also post a notice of the intended change at the depot or yard. Notwithstanding anything herein contained, an employer who has fixed a regular starting time may vary the same for any particular day or days by informing any employee or employees by not later than the time when such employee or employees sign off or leave the depot or yard the previous day, that the starting time or times of such employee or employees on any specified day or days will be at a time or times not earlier than the regular starting time, and not later by more than one hour than the regular starting time of such employee or employees.

CASUAL EMPLOYEE TO BE NOTIFIED IF NOT REQUIRED.

14. A casual employee shall be notified at the end of the day if his services are not required next working day; failing such notice a full day's wages shall be paid for the next working day.

WORK ON SUNDAY.

15. (a) Except as otherwise provided in this clause an employee required to work on Sunday shall in addition to any amount payable in respect of a weekly wage be paid as follows for any time worked on the Sunday with a minimum payment as for three hours—

For a stableman working seven days or seven nights in one week—Ordinary time.

For any other employee—Double time.

(b) Sub-clause (a) hereof does not apply to—

A stableman working day work who receives one clear day's rest in seven or working night work who receives one clear night's rest in seven.

A driver while solely carting milk, cream and casein curd or any one or two of them.

WEEKLY TIME OFF.

16. (a) Every weekly employee other than a retail milk carter shall be entitled to time off from work from the hour of 1 p.m. on some day in the week other than Sunday in addition to the benefit of any holidays prescribed for him by this Part.

(b) A weekly employee being a bulk milk carter, shall in addition to the time off prescribed by sub-clause (a) hereof, be entitled to either Sunday or some other day in each week as a clear day off from work, or in default thereof one day's extra pay.

(c) A weekly employee being a stableman who is not paid the Sunday rate for work on Sunday shall be entitled if working day work, to one clear day off, and if working night work to one clear night off from work in each week, or in default thereof one day's extra pay.

(d) A retail milk carter or carter-collector shall be entitled to one clear day off from work in each seven days: Provided that any retail milk carter or carter-collector who is required to work on his day off shall be paid double time for such day irrespective of the number of hours worked on the other six days with a minimum as for four hours.

(e) The extra pay provided in sub-clauses (b) (c) and (d) hereof shall be in addition to any overtime earned.

(f) Each employer of a retail milk carter or carter-collector shall fix a regular day off for each such employee and shall inform the employee accordingly. An employer may alter the regular day off of any employee by giving the employee concerned at least seven days' notice of intention to make such change. The day so fixed or as altered shall be deemed to be the day off for the purposes of sub-clauses (d) and (e) hereof: Provided that with a view to giving each employee as far as practicable a turn at having a Sunday off each employer and employee may agree that such employee shall accept a Sunday off in any particular week in lieu of the regular day off for such week and in such case the Sunday shall be deemed to be the day off for such week.

HOLIDAYS.

17. (a) Weekly employees shall be entitled without deduction of pay to the holidays observed in respect of New Years Day, Australia Day, Good Friday, Easter Monday, Anzac Day, Labour Day, King's Birthday, Christmas Day, Boxing Day, and Melbourne Cup Day.

(b) No weekly employee who has without the consent of his employer and without reasonable cause absented himself from his employment on the day before or the day after a holiday shall be free from deduction of pay in respect of such holiday.

(c) For all time worked by a weekly employee on such holidays, payment shall be made at the following rate:—On Good Friday and the Christmas Day holiday—Time and a half. On any other holiday—Ordinary time.

The minimum payment shall be as for four hours' work.

Payment for work on a holiday shall be in addition to any amount payable in respect of the weekly wage.

(d) The preceding part of this clause shall not apply to stablemen, carter-collectors or a driver carting milk, when doing work solely as such and such employees shall be paid for work done on holidays at the rate of time and a half including ordinary time.

(e) For all time worked by a casual employee on such holidays payment shall be made at the following rate:—On Good Friday and the Christmas Day holiday—Double and a half time. On any other holiday—Double time.

The minimum payment shall be as for four hours' work. As well as the payment prescribed by this sub-clause the flat addition of 2s. 3d. prescribed by clause 4 hereof shall be paid.

PART III.—(continued).**(This Part applies only to persons employed by Retail Dairymen.)**

(f) Where a weekly employee is entitled to any holiday prescribed by this Part, his employer shall notify such employee on the working day immediately preceding such holiday if his services are required thereon, and if such notice be not given the employee shall be entitled to take such holiday without deduction of pay.

(g) If an employer intends not to carry on business on a day generally observed as a holiday although not prescribed as such in this Part and fails to notify a weekly employee to present himself for duty on such day, he shall not be entitled to make a deduction from the wages of the employee for not so presenting himself.

ANNUAL LEAVE FOR MILK CARTERS, CARTER-COLLECTORS, COLLECTORS, STABLEMEN, AND OTHERS.

18. (a) A stableman or other employee if generally required to work on seven days in a week shall be allowed two weeks' holiday on full pay at the expiration of each twelve months' service.

All other employees with the exceptions hereinafter mentioned, shall be allowed one week's holiday on full pay at the expiration of each twelve months' service.

(b) A retail milk carter or carter-collector shall be allowed two weeks' holiday on full pay at the expiration of each twelve months' service.

(c) If an employee leaves or is dismissed before the expiration of twelve months he shall be given or paid for holidays *pro rata* as follows:—

(i) Stablemen or employees generally working seven days a week—one day for each month of service.

(ii) Retail milk carters or carter-collectors—one day for each month of service.

(iii) All other employees—one day for each two months of service.

If the business be sold or transferred during the period of service, the employee shall be entitled to the holidays herein prescribed at the conclusion of twelve months with the firm or business.

THE CONTRACT OF EMPLOYMENT.

19. Where an employee is usually employed without any express undertaking to employ him for at least one week his employment shall be deemed to be that of a casual employee, but in all other cases where an employee is not in express terms engaged as a casual employee, he shall be deemed to be, and be employed as a weekly employee.

The following shall be terms and conditions of weekly employment:—

(a) The engagement shall not be determined on either side except upon one week's notice which may be given at any time, but an employer may pay one week's wages in lieu of giving such notice. If an employee determines the engagement without such notice such employee shall pay the employer one week's wages in lieu of such notice. The employer may retain an amount equal to such week's wages out of any moneys due to the employee at the time of such determination. In calculating the moneys so due credit shall be given to the employee for wages earned during any portion of a week which has elapsed at the time of determination.

(b) A weekly employee shall not be changed to a casual employee within the week next preceding Christmas Day or Good Friday.

(c) Notice to determine the engagement which is given every week or otherwise in such manner that the employee is not able to know with certainty a week before a particular date whether his engagement will or will not be determined by the employer upon that date shall not be deemed a valid notice.

(d) Subject to sub-clause (e) hereof an employee to become entitled to payment of the weekly wage prescribed by this Part is to be available ready and willing to perform such work as the employer shall from time to time require on the day and during the hours usually worked by the class of employee comprising him, but any employee so available ready and willing to work for the whole week and not justifiably dismissed for any reason set out in sub-clause (g) hereof shall be entitled to a full week's wage.

(e) Where an employee becomes disabled by sickness of himself, proof of which is given to the employer by medical certificate or other satisfactory evidence within twenty-four hours of the beginning of the employee's consequential absence, he shall on account thereof be entitled without deduction of pay to absent himself from work for one day in each two months or for a proportionate aggregate in a longer period, but not exceeding forty-four working hours in any year of the employment.

Provided that where an employee is in the service of an employer for a year and has had no sick pay in such year as prescribed and such employee continues in such service he shall not, if he become disabled as previously mentioned during the ensuing year be entitled to absent himself without deduction of pay for more than forty-four working hours in each ensuing year, but the number of days in any two months or other longer period as aforesaid in each ensuing year on which he shall be entitled to so absent himself shall be increased within such two months or period until the total number of working hours amount to forty-four.

For the purposes of this sub-clause "year" shall mean each succeeding period from the 1st day of November to the 31st day of October inclusive.

In computing the time to be taken as worked by a weekly employee during a week containing any day of such absence to which he is entitled by this sub-clause without deduction of pay, 6 hours shall in respect of the day be added as if actually worked to the amount of time actually worked by the employee during the other working days of the week.

(f) Subject to sub-clause (e) hereof and to the provisions of this Part as to holidays, if an employee absents himself from work his employer shall be entitled to deduct from his week's wages an amount corresponding with the period of absence.

(g) Notwithstanding anything elsewhere in this clause contained an employer may at any time forthwith dismiss an employee for refusal or neglect to obey orders, misconduct, or carelessness in the performance of his duties, or if after receiving one week's notice of determination of engagement he does not carry out his duties in the same manner as before such notice.

(h) If an employee be justifiably dismissed for any reason set out in sub-clause (g) hereof he shall be entitled to payment proportionate to the time worked, but to that only.

(i) Should any employee be dismissed during the course of a week, any wages due to him under this Part shall be paid to him forthwith, and in default thereof, the employer shall pay such employee an extra 3s. for each and every day or part thereof whilst such default continues, unless the employer satisfies the Wages Board that such default was due to circumstances not under his control and which he could not reasonably have foreseen and which he took reasonable steps to avoid or overcome.

JUNIORS NOT TO BE EMPLOYED IN CERTAIN CASES.

20. No junior under nineteen years of age shall be allowed to drive or be in charge of more than one horse, and no improver under eighteen years of age shall be permitted to have sole charge of a motor vehicle.

PROPORTION OF JUNIORS.

21. Juniors shall not be employed in a greater proportion than one junior to every five drivers receiving adult wages.

TIME BOOKS.

22. (a) Each employer shall at the depot or yard at, or from, or in connexion with which the employee works or at an office convenient thereto keep a record or time book showing the name of each employee working for him in which shall be entered each day the time of starting and finishing work and the amount of overtime worked and the wages and overtime paid to each employee and the date upon which the holidays of such employee become due. Such record or time book shall be made and entered by the employee each day at the time of starting and finishing work.

(b) The age of each employee receiving less than the adult wage shall be entered in the record or time book.

PART III.—(continued).**(This Part applies only to persons employed by Retail Dairymen.)**

(c) Such record or time book shall on demand be produced by the employer for inspection to any officials (not more than three in number at the one time) of the Union duly authorized in writing by the president and secretary of the local Branch or Sub-branch of the Union, at the place where the record or time book is kept. Such inspection must be completed as soon as is reasonably practicable.

(d) Provided that an employer may at his option, in lieu of a time book, provide a mechanical clock for the purpose of recording the time of each employee in which case each employee shall, at the end of the week, enter or record the wages and overtime received on some card or check used in connexion with such clock.

(e) Where an employee performs work for which a special rate is provided, a record of such work and the nature of the same shall be recorded in the time book or equivalent record.

(f) At the commencement of the time book for each employee the date of the original engagement of such employee shall be entered.

DETERMINATION TO BE EXHIBITED.

23. A copy of this Determination shall be exhibited by each employer where the industry is carried on, by being posted or hung up in a place where it is easily accessible to the employees without having to ask permission of the employer.

TEMPORARY CHANGE OF STABLE.

24. (a) If after an employee has come to work as required at one starting place, his employer transfers him to another starting place any reasonable cost of fares incurred in going to or from the latter place shall be paid by the employer.

(b) If an employee is transferred temporarily to work at or from a starting place which requires him to travel from his home at least 1 mile more than is required by his ordinary starting place any extra time so caused to be used by the employee shall be paid for at the rate of ordinary time and any reasonable extra cost of fares so caused shall be paid by the employer.

GEAR AND ROPES TO BE SUPPLIED BY EMPLOYER.

25. An employer shall supply his employees with all gear to secure any loads to be carted by them, and effective lamps.

In the case of a retail milk round where the provision of an effective torch and a battery is necessary, the same shall be provided and paid for by the employer; any dispute as to this matter shall be decided by the Wages Board.

ARTICLES OF CLOTHING.

26. Drivers of retail milk vehicles shall be supplied by the employer with at least two overalls per year or an employer may at his option pay an employee a sum of 1s. 9d. per week in lieu of providing, washing, and repairing such overalls.

Where an employer fails to provide overalls as prescribed herein the said sum of 1s. 9d., shall be paid to the employee. The dates of the issue of such overalls shall be recorded in the time book.

WASHING FACILITIES, ETC.

27. Employees driving and/or cleaning motor vehicles fitted and operated with a charcoal gas producer unit shall be supplied by the employer with suitable overalls and gloves. The employer shall also provide proper washing conveniences and hot water or some other efficient cleansing material for such employees.

HOUSING.

28. (a) Any employee required by his employer to live at a stable, yard or garage, shall be provided with suitable accommodation for such employee free of cost.

(b) If an employer provide proper housing accommodation for an employee and his wife and family where such employee elects to live the employer shall be entitled to charge a rent not exceeding 10s. per week and not exceeding half the rent which a similar house in the same locality would ordinarily let.

COLLECTING BY RETAIL MILK CARTERS.

29. No retail milk carter other than those provided for in sub-clause (b) of clause 6 of this Part shall collect or be permitted to collect any accounts other than cash sales or cash collections on the round and during the ordinary course of milk delivery.

LIMITATION OF NUMBER OF CARTER-COLLECTORS.

30. An employer shall not employ more than one carter-collector for each four drivers.

DEFINITIONS.

31. Unless a contrary intention appears expressions used in this Part shall have meanings as follows:—

- (a) "Junior" means any person under the age of 20 years in receipt of less than the adult wage.
- (b) "Casual employee" means an employee who is not employed as a weekly employee.
- (c) "Head stableman" means a stableman in charge of or directing the work of other stablemen.
- (d) "Yardman" means any employee, not otherwise specified, employed in or in connexion with a stable, yard or garage.
- (e) "Horse driver's assistant" and "motor driver's assistant" means any employee who accompanies the driver to assist in loading, unloading or delivering.
- (f) "Bulk milk carter" means a person carting milk or cream in bulk from producers to depots, railways, retailers or factories, or from depots or railways to factories for treatment or manufacture to retailers.
- (g) "Retail milk carter" or "driver of a retail milk vehicle" means any person carting milk or cream, other than any person defined in sub-clause (f) hereof as a bulk milk carter, but includes persons carting milk to milk bars, institutions, shops, hotels, hospitals, boarding houses and like places.
- (h) "Official" means any person authorized in writing by the president and secretary of the local Branch or Sub-branch of the Transport Workers' Union of Australia.
- (i) "Horse" means any beast of burden except a bullock.
- (j) "Saturday" for the purpose of this Part means either Saturday or such other day as is at present observed as the weekly half-holiday in a particular industry or district.
- (k) "Holiday" means any holiday prescribed by this Part.
- (l) "Rate of ordinary time," of "time and a half," of "double time," of "double time and half time" and of "treble time" and any like expression, means respectively a rate per hour of 1/44, 3/88, 1/22, 5/88 and 3/44, of the prescribed weekly rate for the relevant class of employee.
- (m) "Maker's capacity" shall mean the capacity shown on the certificate of registration under the Motor Car Acts.
- (n) "Union" means the Transport Workers' Union of Australia.

PART III.—(continued).

(This Part applies only to persons employed by Retail Dairy-men.)

PERIODICAL ADJUSTMENT OF WAGES.

32. The wages rates set out in clause 1 of this Part are based upon the following basic wage and, pursuant to the provisions of Section 21 of the *Factories and Shops Act 1934*, shall be automatically adjusted as prescribed in Clause 33 of this Part.

Basic Wage.

Place.	Needs basic wage (adjustable).	Loading (constant).	Total basic wage.	Index number set assigned.
	£ s. d.	s. d.	£ s. d.	
Within 20 miles of G.P.O., Melbourne	5 0 0	6 0	5 6 0	Melbourne
Within 10 miles of G.P.O., Geelong—same as the contemporaneous basic wage for Melbourne				
Within 5 miles of the chief Post Office, Warrnambool—same as the contemporaneous basic wage for Melbourne				
Mildura and Gippsland Districts—same as the contemporaneous basic wage for Melbourne				
Yallourn—until further order the same amount in excess of Melbourne as at present, viz., 6s. 6d. per week				
Elsewhere—3s. less than the contemporaneous basic wage for Melbourne				

ADJUSTMENT OF BASIC WAGE.

33. (a) For the purposes of this Determination, the expression "Commonwealth Statistician's 'All Items' 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.

(b) Until the beginning of the first pay period to commence in February, 1947, the amounts of the basic wage shall be as prescribed in clause 32.

(c) During each future successive period beginning with the first pay period to commence in a February, a May, an August, or a November, the amount of the needs basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's 'All Items' retail price index number by the factor .087 taken to one place of decimals, the resultant whole number being the amount of the basic wage expressed in shillings, but should the decimal number reach .5 or more the basic wage shall be taken to the next higher shilling.

PART IV.

(This Part applies only to persons employed in connexion with the distribution of petrol and petroleum products.)

1. ADULT EMPLOYEES.

	Weekly Wage.		
	Within 20 Miles of G.P.O., Melbourne; within 10 Miles of G.P.O., Geelong; within 5 Miles of the chief Post Office, Warrnambool; and within the Mildura and Gippsland Districts.	At Yallourn.	All Other Parts of Victoria.
	£ s. d.	£ s. d.	£ s. d.
Driver of a motor wagon with a combined weight of vehicle and maximum load of under 10 tons	6 4 0	6 10 6	6 1 0
Driver of a motor wagon with a combined weight of vehicle and maximum load of 10 tons and up to and including 13 tons	6 6 0	6 12 6	6 3 0
Further tonnage for each complete ton over 13 tons—1s. per week extra.			
Motor (not being a tractor) drawing trailer—1s. extra per day for each trailer.			
Motor driver's assistant and any employee not elsewhere specified	5 6 0	5 12 6	5 3 0

2. EXTRA RATES. Per Week. s. d.

Further additional amount for an employee driver who is required to deliver fuel oil other than in drums or packages	3 0
Further additional amount for an employee driver who is required to cart or spread bituminous products upon the streets	6 0
Further additional amount for an employee driving collecting money per week—	
If the amount collected be under £30	2 0
If the amount collected be £30 and under £100	3 0
If the amount collected be £100 and under £300	4 0
If the amount collected be £300 and under £500	5 0
If the amount collected be over £500	6 0
Additional amount for an employee driver of an articulated vehicle as defined herein	5 0
Further additional amount for an employee driver required in any week to act as salesman of goods in his vehicle	5 0
Further additional amount to an employee not in receipt of the immediately preceding additional rate who is required to cart three or more drums of fuel oil, at the rate of	3 0

PART IV.—(continued).**(This Part applies only to persons employed in connexion with the distribution of petrol and petroleum products.)****WAGE FOR CASUAL EMPLOYEES.**

3. A casual employee shall for the time worked by him receive payment proportionate to the total weekly rate for the class of work with a minimum payment as for two hours and shall also be paid a flat addition of 2s. 3d. for each day on which work is done by him.

WAGE FOR JUNIORS.

4. The minimum rate of wage to be paid per week to a junior shall be as follows:—

	£	s.	d.
18 and under 19 years of age	3	9	0
19 and under 20 years of age	3	17	0
20 years of age and over Adult rate

WAR LOADINGS.

5. In addition to the weekly rates prescribed in clauses 1 and 4 of this Part war loadings shall be paid as follows:—

	s.	d.
Driver of a motor wagon with a combined weight of vehicle and maximum load of under 10 tons	3	0
Driver of a motor wagon with a combined weight of vehicle and maximum load of 10 tons and up to and including 13 tons	3 0
Motor driver's assistant and any employee not elsewhere specified	1 6
Juniors under 20 years of age	1 0

HIGHEST FUNCTION.

6. Where an employee is called upon to perform two or more classes of work on any one day he shall for the purpose of assessing the rate of wage to be paid, be deemed to have worked throughout the whole of his working time on that day at the class for which the highest rate of wages is prescribed.

PAYMENT OF WAGES.

7. (a) Except as otherwise provided in this clause the following provisions shall apply to the payment of wages:—

- (i) Either the Thursday or the Friday in each week shall be fixed as the pay-day, and the pay-day once so fixed shall not be altered more than once in three months nor without two weeks' notice to the employees.
- (ii) All wages shall wherever practicable be paid on such pay-day.
- (iii) Where it is practicable to pay the employees on pay-day at the yard or depot, the payment of wages shall be made within ten minutes of the time at which the employee ceases duty, and if it is delayed beyond that time through any fault or delay of the employer or because of the place at which the employee has to cease work, the employee shall be paid for the time of delay in excess of ten minutes at the rate of time and a half.
- (iv) All earnings including overtime shall wherever practicable be paid within two days of the expiration of the week in which they accrue.

(b) The preceding part of this clause shall not apply to an industry in which the work of employees covered by this Part is only subservient to the main operations of such industry, but the practice followed by the majority of the employees in any establishment in such industry shall be applied to employees therein covered by this Part.

ORDINARY WORKING HOURS PER WEEK.

8. (a) The ordinary number of working hours per week for a weekly employee shall be 44. Such ordinary number of working hours shall not include time worked on a Sunday.

(b) All time worked by a weekly employee in excess of the ordinary number of hours herein prescribed shall be paid for as overtime at the rate of time and a half.

(c) In computing the time to be taken as worked by a weekly employee during a week containing any prescribed holiday to which he is entitled by this Part, if the holiday be on a day other than a Saturday, 8 hours; and if the holiday be on a Saturday, 4 hours shall in respect of the holiday be added as if actually worked to the amount of time actually worked by the employee during the ordinary working days of the week.

ORDINARY WORKING TIME PER DAY.

9. (a) Except as otherwise provided in this clause, the time to be worked by a weekly employee without payment of overtime rate shall not exceed 8 hours on any day from Monday to Friday (both inclusive) or 4 hours on Saturday.

Provided that it shall be optional for an employer to work either a six-day or a five-day week. When a five-day week is worked, the daily hours on Monday to Friday (both inclusive) shall not exceed 8 hours 48 minutes without payment of the overtime rate.

(b) The time to be worked by a casual employee without payment of overtime rate shall not exceed 8 hours on any day from Monday to Friday (both inclusive) or 4 hours on a Saturday.

(c) All time other than meal times between the earliest starting time and the latest finishing time shall be considered as time worked.

(d) All time worked by an employee in excess of the time herein prescribed shall be paid for as overtime at the rate of time and a half.

(e) Any such time worked in excess shall not be counted as part of the ordinary working hours per week for a weekly employee and payment therefor shall be in addition to any amount payable in respect of the weekly wage.

RANGE OF ORDINARY WORKING TIME.

10. (a) Except as otherwise provided in this clause, ordinary working time shall not begin before 7 a.m. nor continue after 6 p.m., on any day from Monday to Friday (both inclusive) and shall not begin before 7 a.m. nor continue after 1 p.m. on Saturday.

(b) Any time worked by either a weekly or casual employee on any of the said days outside the times prescribed in sub-clause (a) hereof shall be paid for as if overtime at the rate herein assigned to such time as follows:—

If before 7 a.m. on any day—Rate of double time.

If after 1 p.m. but not after 2 p.m. on Saturday or if after 6 p.m. but not after 7 p.m. on any other day—Rate of time and a half.

If after 2 p.m. on Saturday or after 7 p.m. on any other day—Rate of double time.

(c) Any time worked outside the times set out in sub-clause (a) hereof shall not be counted as part of the ordinary working hours per week of a weekly employee and payment therefor shall be in addition to any amount payable in respect of the weekly wage.

(d) Where a weekly employee is employed regularly either on shift or during a daily recurrent period, the preceding sub-clauses shall not apply, but for any shift or recurrent period in which is comprised time occurring between 6 p.m. and 7 a.m., the rate of wage elsewhere herein prescribed for the work shall be increased by 5 per centum.

STARTING AND FINISHING WORK.

11. (a) Where proper facilities are provided for an employee to sign on when beginning work and to sign off when leaving work the work of such employee shall be deemed to commence when he signs on at the yard or depot in the morning, and to finish when he signs off in the evening.

(b) Where proper facilities for signing on or off are not provided, work shall be deemed to commence when the employee enters the yard or depot in the morning and to finish when he leaves the yard or depot in the evening.

PART IV.—(continued).**(This Part applies only to persons employed in connexion with the distribution of petrol and petroleum products.)****ALTERATION OF STARTING TIMES.**

12. Where an employer desires to vary or change his starting time, he shall give one week's notice of such variation or change to his employees and post a notice of the intended change at the depot or yard.

CASUAL EMPLOYEE TO BE NOTIFIED IF NOT REQUIRED.

13. A casual employee shall be notified at the end of the day if his services are not required next working day; failing such notice a full day's wages shall be paid for the next working day.

WORK ON SUNDAY.

14. An employee required to work on a Sunday shall in addition to any amount payable in respect of a weekly wage, be paid at double time for any time worked on the Sunday with a minimum payment as for three hours.

WEEKLY TIMES OFF.

15. Every weekly employee shall be entitled to time off from work from the hour of 1 p.m. on some day in the week other than a Sunday in addition to the benefit of any holidays prescribed for him by this Part.

Provided that, where an employer is unable to arrange for such time off for any employee in any week, the employee shall be entitled to a clear day or an additional half day after the hour of 1 p.m. in the next succeeding week.

HOLIDAYS.

16. (a) Weekly employees shall be entitled without reduction of pay to the holidays in respect of New Year's Day, Australia Day, Good Friday, Easter Monday, Anzac Day, King's Birthday, Labour Day, Christmas Day, Boxing Day, and to one other holiday on the day fixed as follows:—

Within 25 miles of the General Post Office, Melbourne—Melbourne Cup Day.

Elsewhere—Any day agreed to by the employer and any employee concerned.

(b) No weekly employee who has without the consent of his employer and without reasonable cause absented himself from his employment on the day before or the day after a holiday shall be free from deduction of pay in respect of such holiday.

(c) For all time worked by a weekly employee on such holidays payment shall be made at the following rate:—

On Good Friday and the Christmas Day holiday—Time and a half.

On any other holiday—Ordinary time.

The minimum payment shall be as for four hours' work.

Payment for work on a holiday shall be in addition to any amount payable in respect of the weekly wage.

Provided that if an employee is required to work on a holiday during hours which if this day were not a holiday would be outside the range of ordinary working time as mentioned in clause 10 of this Part he shall be paid for such hours at double time instead of time and a half or ordinary time as hereinbefore provided in this sub-clause.

(d) For all time worked by a casual employee on such holidays payment shall be made at the following rates:—

On Good Friday and the Christmas Day holiday—Double and a half time.

On any other holiday—Double time.

The minimum payment shall be as for four hours' work. As well as the payment prescribed by this sub-clause, the flat addition of 2s. 3d. prescribed by clause 3 shall be paid.

(e) Where a weekly employee is entitled to any holiday prescribed by this Part, his employer shall notify such employee on the working day immediately preceding such holiday if his services are required thereon and if such notice be not given, the employee shall be entitled to take such holiday without deduction of pay.

(f) If an employer intends not to carry on business on a day generally observed as a holiday, although not prescribed as such in this Part, and fails to notify a weekly employee to present himself for duty on such day, he shall not be entitled to make a deduction from the wages of the employee for not so presenting himself.

ANNUAL LEAVE.

17. (a) Employees shall be allowed two weeks' holiday on full pay at the expiration of each twelve months' service. If an employee leaves or is dismissed before the expiration of twelve months he shall be given or paid for holidays *pro rata* in accordance with the length of service, viz., two days for each two months of service. If the business be sold or transferred during the period of service, the employee shall be entitled to the two weeks' holiday at the conclusion of twelve months' service with the firm or business.

(b) The annual leave provided by this clause shall be allowed, and shall be taken, and payment shall not be made or accepted in lieu of annual leave.

(c) Each employee, before going on leave shall be paid two weeks' wages. For the purpose of this sub-clause the two weeks' wages shall be at the rate prescribed in clause 1 of this Part, and at the rate at which the employee was ordinarily employed immediately prior to the commencement of his leave or the termination of his employment, as the case may be.

(d) When the right to annual leave has accrued, the employer shall give not less than one week's notice to the employee concerned of his intention to grant such leave.

MEAL TIMES.

18. (a) Except as otherwise provided in this clause, on all days except Saturday and on Saturday if he so desires in the case of an employee required to continue working after 2 p.m. each employee not working on shift shall be allowed a break of one hour without pay as a meal time to begin not earlier than 11.30 a.m. nor later than 1.30 p.m.

If the break be not so allowed all time worked after 1.30 p.m. until a break of one hour without pay for a meal time is allowed, shall be paid for at the rate of ordinary time, the payment to be in addition to any payment due in respect of a weekly or casual wage.

(b) Except as otherwise provided in this clause no employee shall be required to work for longer than 5½ hours without a break or a meal time without pay of one hour, or half an hour in the case of an evening meal.

All time worked over 5½ hours until such break is allowed shall be paid for at the rate of ordinary time, the payment to be in addition to any payment due in respect of a weekly or casual wage.

This sub-clause shall not apply to the evening meal time in the case of any employee returning to the yard or depot after the conclusion of any journey or delivery where such employee ceases working not later than 7 p.m. Monday to Friday (both inclusive), and 1.30 p.m. on Saturday.

(c) Where an employee is required otherwise than because of his own default or delay to continue working after 6 p.m. without having been informed in some way on the preceding working day that he will be so required, he shall be allowed 2s. as tea money.

An employee who is notified under this sub-clause that he will be required to continue working but who is not so required to continue working shall be paid the prescribed tea money.

This sub-clause shall not apply in the case of any employee returning to the yard or depot after the conclusion of any journey or delivery where such employee ceases work not later than 7 p.m.

(d) The obligation to pay ordinary time under this clause in addition to weekly or other wages and overtime under any other clause of this Part shall not be cumulative, but the employee in cases coming within this clause 18, shall be entitled only to the higher payment.

PART IV.—(continued).**(This part applies to all persons employed in connexion with the distribution of petrol and petroleum products.)****THE CONTRACT OF EMPLOYMENT.**

19. Where an employee is usually employed without any express undertaking to employ him for at least one week, his employment shall be deemed to be that of a casual employee, but in all other cases where an employee is not in express terms engaged as a casual employee, he shall be deemed to be, and be employed as a weekly employee.

The following shall be the terms and conditions of weekly employment:—

- (a) The engagement shall not be determined on either side except upon one week's notice which may be given at any time but an employer may pay one week's wages in lieu of giving such notice.
- (b) Where a notice is given by an employer purporting to expire within the week next preceding Christmas Day or Good Friday, but the employer expressly or impliedly allows the employee to believe that he is to resume work not later than one week after New Year's Day or Easter Monday, such notice shall have no effect and the engagement shall be deemed to have continued unaffected by such notice.
- (c) A weekly employee shall not be changed to a casual employee within the week next preceding Christmas Day or Good Friday.
- (d) Notice to determine the engagement which is given every week or otherwise in such manner that the employee is not able to know with certainty a week before a particular date whether his engagement will or will not be determined by the employer upon that date, shall not be deemed a valid notice unless given during a general or shipping or coal strike.
- (e) Subject to sub-clause (f) hereof an employee to become entitled to payment of the weekly wage proscribed by this Part, shall be available, 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 employee comprising him, but any employee so available, ready, and willing to work for the whole week and not justifiably dismissed for any reason set out in sub-clause (h) hereof shall be entitled to a full week's wage.
- (f) Where an employee becomes disabled by sickness of himself, proof of which is given to the employer by medical certificate or other satisfactory evidence he shall be entitled to absent himself from work for six days in all during any calendar year without deduction of pay.

In computing the time to be taken as worked by a weekly employee during a week containing any day of such absence to which he is entitled by this sub-clause without deduction of pay, the daily hours as provided in clause 9 of this Part shall in respect of the day be added as if actually worked to the amount of time actually worked by the employee during the other working days of the week.

- (g) Subject to sub-clause (f) hereof and to the provisions of this Part as to holidays, if an employee absents himself from work his employer shall be entitled to deduct from his week's wages an amount corresponding with the period of absence.
- (h) Notwithstanding anything in this clause an employer may at any time forthwith dismiss an employee for refusal or neglect to obey orders, misconduct or carelessness in the performance of his duties, or if after receiving one week's notice of termination of engagement he does not carry out his duties in the same manner as before such notice.
- (i) If an employee be justifiably dismissed for any reason set out in the last preceding sub-clause he shall be entitled to payment proportionate to the time worked but to that only.
- (j) Should any employee be dismissed during the course of a week, any wages due to him under this Part shall be paid to him forthwith.

PROPORTION OF JUNIORS.

20. Juniors shall not be employed in a greater proportion than one junior to every five drivers receiving adult wages.

TIME BOOKS.

21. (a) Each employer shall at the depot or yard at or from or in connexion with which the employee works or at an office convenient thereto keep a record or time book showing the name of each employee in which shall be entered the time of starting and finishing work each day, and the amount of overtime worked and the wages and overtime paid to each employee.

(b) The age of each employee receiving less than the adult wage shall be entered in the record or time book.

(c) Such record or time book shall on demand be produced by the employer for inspection to any officials (not more than three in number at the one time) of the Union duly authorized in writing by the president and secretary of the local Branch or Sub-branch of the Union, at the place where the record or time book is kept between the hours of 10 a.m. and noon on any day between the 1st and 27th inclusive in each calendar month except on pay day or the day before. No demand for production need be complied with until after the expiration of seven days from the previous inspection. One day's notice shall be given to the employer of any intended inspection. Such inspection must be completed as soon as is reasonably practicable.

(d) Provided that an employer may at his option, in lieu of a time book, provide a mechanical clock for the purpose of recording the time of each employee, in which case each employee shall, at the end of the week, enter or record the wages and overtime received on some card or check used in connexion with such clock.

(e) Where an employee performs work for which a special rate is provided, a record of such work and the nature of the same shall be recorded in the time book or equivalent record.

DETERMINATION TO BE EXHIBITED.

22. A copy of this Determination shall be exhibited by each employer where the industry is carried on, by being posted or hung up in a place where it is easily accessible to the employees without having to ask the permission of the employer.

LIMITATION OF EMPLOYER'S LIABILITY.

23. Where an employer has made a payment to an employee which payment purports to be a payment of the wages payable under this Part to the employee for any period, such employer shall not be liable to pay to the employee any further sums prescribed by this Part in respect of any services rendered to such employer during such period unless within a period of three calendar months after the last day of such period a demand in writing of such further sum claimed has been given to the employer by the employee or some person on his behalf or by the local representative of the Union.

TEMPORARY CHANGE OF STARTING PLACE.

24. (a) If after an employee has come to work as required at one starting place, his employer transfers him to another starting place, any reasonable cost of fares incurred in going to or from the latter shall be paid by the employer.

(b) If an employee is transferred temporarily to work at or from a starting place which requires him to travel from his home at least 1 mile more than is required by his ordinary starting place any extra time so caused to be used by the employee shall be paid for at the rate of ordinary time and any reasonable extra cost of fares so caused shall be paid by the employer.

TRAVELLING ALLOWANCES.

25. (a) An employee engaged in ordinary travelling on duty or on work on which he is unable to return to his home at night shall be paid such personal expenses as he reasonably incurs in travelling, but he shall be paid the sum of 8s. 6d. per day at least. Provided that where an employee travels by boat or other conveyance in which his ticket includes meals and bed, he shall not be entitled to the said allowance.

(b) Where an employee is required by his employer to travel as a passenger by any conveyance, he shall whilst so travelling be paid at ordinary rates up to a maximum of twelve hours out of every twenty-four, except on Sundays, when payment shall be at the rate of time and a half.

PART IV.—(continued).

(This Part applies only to persons employed in connexion with the distribution of petrol and petroleum products.)

GEAR AND ROPES TO BE SUPPLIED BY EMPLOYER.

26. An employer shall supply his employees with all gear to secure any loads to be carted by them, and necessary ropes, chains, hooks, trucks, and skids and effective lamps.

HEAVY ARTICLES.

27. An employee unaided by proper auxiliary appliances or by another man shall not be permitted to lift or carry goods over 200 lb. in weight.

ARTICLES OF CLOTHING.

28. Where an employee is required by law or by his employer to wear, any special uniform, cap, overall or other article it shall be supplied and paid for by the employer.

DEFINITIONS.

29. Unless a contrary intention appears expressions used in this Part shall have meanings as follows :—
- (a) "Junior" means any person under the age of twenty years in receipt of less than the adult wage.
 - (b) "Casual employee" means an employee who is not employed as a weekly employee.
 - (c) "Motor driver's assistant" means any employee who accompanies the driver to assist him in loading, unloading or delivering.
 - (d) "Official" means any person authorized in writing by the president and secretary of the local Branch or Sub-branch of the Transport Workers' Union of Australia.
 - (e) "Saturday" for the purpose of this Part means either Saturday or such other day as is at present observed as the weekly half-holiday in a particular industry or district.
 - (f) "Holiday" means any holiday prescribed by this Part.
 - (g) Rate of "ordinary time," of "time and a half," of "double time," of "double time and a half time," and of "treble time," and any like expression means respectively a rate per hour of 1/44, 3/88, 1/22, 5/88 and 3/44 of the prescribed weekly rate for the relevant class of employee.
 - (h) "Shift" or any like expression means work done in relay by successive men or sets of men without any considerable break between the ending of work by one man or set of men and the beginning of work by the next man or set of men.
 - (i) "Fuel oil" for the purposes of clause 2 of this Part means a residual oil, an unprocessed crude oil, and/or a Diesel oil that is not a distillate.
 - (j) "Articulated vehicle" means a vehicle with three or more axles comprising a power unit (called tractor truck, prime mover), and semi-trailer, which is superimposed on the power unit and coupled together by means of a king pin, revolving on a turn-table; and is an articulated vehicle whether automatically detachable or permanently coupled.
 - (k) "Union" means the Transport Workers Union of Australia.

PERIODICAL ADJUSTMENT OF WAGES.

30. The wages rates set out in clause 1 of this Part are based upon the following basic wage and, pursuant to the provisions of Section 21 of the *Factories and Shops Act 1934*, shall be automatically adjusted as prescribed in clause 31 of this Part.

Basic Wage.

Place.	Needs basic wage (adjustable).	Loading (constant).	Total basic wage.	Index number set assigned.
Within 20 miles of G.P.O., Melbourne	£ s. d. 5 0 0	s. d. 6 0	£ s. d. 5 6 0	Melbourne
Within 10 miles of G.P.O., Geelong—same as the contemporaneous basic wage for Melbourne				
Within 5 miles of the chief Post Office, Warrnambool—same as the contemporaneous basic wage for Melbourne				
Mildura and Gippsland Districts—same as the contemporaneous basic wage for Melbourne				
Yallourn—until further order the same amount in excess of Melbourne as at present, viz., 6s. 6d. per week				
Elsewhere—3s. less than the contemporaneous basic wage for Melbourne				

ADJUSTMENT OF BASIC WAGE.

31. (a) For the purposes of this Determination the expression "Commonwealth Statistician's 'all items' 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.

(b) Until the beginning of the first pay period to commence in February, 1947, the amounts of the basic wage shall be as prescribed in clause 30 of this Part.

(c) During each future successive period beginning with the first pay period to commence in a February, a May, an August or a November, the amount of the needs basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's "all items" retail price index number by the factor .087 taken to one place of decimals, the resultant whole number being the amount of the basic wage expressed in shillings, but should the decimal number reach .5 or more the basic wage shall be taken to the next higher shilling.

A. V. BARNS, J.P., Chairman.

J. W. RYAN, Secretary.

Melbourne, 8th January, 1947.



VICTORIA

GOVERNMENT GAZETTE.

Published by Authority.

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

No. 159]

MONDAY, FEBRUARY 24.

[1947

Factories and Shops Acts.

DETERMINATION OF THE NICKELWARE BOARD.

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

(b) On the 25th June, 1934, the Board was deprived of the power to determine the lowest prices or rates which may be paid to any person employed electroplating, grinding, polishing, or finishing articles of table ware, and such power was conferred exclusively on the Electroplaters Board.

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board appointed to "determine the lowest prices or rates which may be paid to any persons employed in the trade of making nickel-silver articles of table ware," and whose powers were, by Order in Council dated 16th November, 1920, extended so that it may "fix the lowest prices or rates which may be paid to any persons employed in the trade of making articles of table ware of any base metal," has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence on or after the 1st December, 1946, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2. WAGES.

	Adults.							Per Week of 44 Hours.	
								<i>s.</i>	<i>d.</i>
Stamper who puts in die and makes force	139	0
Repairer	139	0
Maker-up	139	0
Spinner, 1st class	134	0
Spinner (other)	121	0
Die setter	121	0
Drop hammer stamper (other than one who puts in die and makes force)	119	0
Press operator (heavy)	119	0
Press operator (light)	117	0
Pickler	118	0
Hand blanker	117	0
All others	109	0

Leading Hands.

Leading hands in charge of not less than three and not more than ten employees, 6s. per week extra; more than ten and not more than twenty employees 12s. per week extra; more than twenty employees, 18s. per week extra.

APPRENTICESHIP.

Spinner—1st Class only.

3. (i) (a) An employer shall not employ any minor in the following trade or occupation of a spinner—1st class otherwise than under a contract of apprenticeship as hereinafter provided.

Period of Apprenticeship.

(b) If the apprentice when indentured is under the age of seventeen years—five years; if over the age of seventeen years—four or five years, at the option of the contracting parties.

Contract of Apprenticeship.

(c) Every contract of apprenticeship hereinafter made shall contain—

- (i) the names of the parties;
- (ii) the date of birth of the apprentice;
- (iii) a statement of the trade or trades to which the apprentice is to be bound and which he is to be taught during the course and for the purpose of the apprenticeship;
- (iv) a covenant by the master to teach and instruct or cause the apprentice to be taught or instructed in the trade to which the apprentice is bound;
- (v) the date at which the apprenticeship is to commence or from which it is to be calculated;
- (vi) all other conditions of apprenticeship.

Cancellation or Suspension of Indentures.

(d) Subject to the approval of the Secretary for Labour but not otherwise, an indenture of apprenticeship may be suspended or cancelled—

- (i) by mutual consent;
- (ii) if through lack of orders or financial difficulties an employer is unable to find suitable employment for an apprentice and a transfer to another employer cannot be arranged;
- (iii) if in the opinion of the Secretary for Labour circumstances exist which render such suspension or cancellation necessary or desirable.

Any covenant in an indenture inconsistent with the provisions of this clause shall be null and void and of no force or effect while this Determination remains in force and applies to the parties to the indenture.

Proportion.

(e) The proportion of apprentices who may be taken by an employer shall not exceed one apprentice for every three or fraction of three tradesmen.

For the purpose of ascertaining the number of apprentices, the number of tradesmen shall be deemed to be the average number working during the immediately preceding six months, and, in ascertaining such proportion an employer actually working in any workshop shall be deemed to be a tradesman.

A person who is, for a term not exceeding two years, taking practical training in a workshop in continuance of a course of training for professional work shall not be taken into account in calculating the proportion of apprentices to journeymen.

Adult Apprentices.

(f) Any apprentice who cannot complete his full term of apprenticeship before reaching his twenty-second birthday may by agreement with his master, serve as an apprentice until he reaches the age of 23 years.

Probationary Period.

(g) Minors may be taken on probation for three months, and if apprenticed such three months shall count as part of their period of apprenticeship. An employer shall within fourteen days of employing a probationer notify the apprenticeship authorities of the employment of such probationer to any of the trades mentioned herein.

Wages.

(h) The minimum weekly rates of wage for apprentices shall be the under-mentioned percentages of the contemporaneous needs basic wage, and in addition thereto the constant and war loadings specified, and in all contracts of apprenticeship hereafter made the employer shall covenant to pay wages of not less than such rates: The total wage of apprentices shall be calculated to the nearest sixpence, any broken part of sixpence in the result not exceeding threepence to be disregarded.

Wages per Week of 44 Hours.

(i)	Percentage of Needs Basic Wage.	Constant Loading.	War Loading.	Total Wage Payable.
<i>Four and Five-year Terms.</i>				
		<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
1st year	22½	..	0 9	23 0
2nd year	30	1 0	1 0	32 0
3rd year	45	1 6	1 6	48 0
4th year	75	2 0	2 3	79 0
5th year	95	2 0	3 0	100 0
<i>Four-year Terms.—Apprentices commencing after the Age of 17 Years.</i>				
1st y	26	..	0 9	26 8
2nd year	45	1 0	1 6	47 8
3rd year	75	2 0	2 3	79 0
4th year	95	2 0	3 0	100 0

An employee who is under 21 years of age on the expiration of his apprenticeship and thereafter works as a minor in the occupation to which he has been apprenticed shall be paid at not less than the adult rate prescribed for that classification.

Hours.

(j) The ordinary hours of employment of apprentices shall not in each workshop exceed those of the journeymen.

Overtime and Shift Work.

(k) No apprentice under the age of eighteen years shall be required to work overtime or shift work unless he so desires. No apprentice shall except in an emergency work or be required to work overtime or shift work at times which would prevent his attendance at technical school as required by any statute, determination, or regulation applicable to him.

Payment by Results.

(l) An apprentice shall not work under any system of payment by results.

Lost Time.

(m) The apprentice at the end of the calendar period of any year in which he has actually given service to the master upon less than the ordinary working days prescribed in this Determination, or on which he has unlawfully absented himself without the master's consent shall, for every day short of the said number of working days, and for every day of such absence, serve one day, and the calendar period of the succeeding year of his service shall not be deemed to begin until the said additional day or days shall have been served. Provided that in calculating the extra time to be so served the apprentice shall be credited with time which he has worked during the relevant year in excess of his ordinary hours.

Prohibition of Premiums.

(n) An employer shall not, either directly or indirectly, or by any pretence or device receive from any person or require or permit any person to pay or give any consideration in the nature of a premium or bonus for the taking or binding of any probationer or apprentice.

Attendance at Technical Schools.

(o) Apprentices attending technical colleges or schools and presenting reports of satisfactory conduct shall be reimbursed all fees paid by them.

Annual and Sick Leave.

(p) Apprentices shall be entitled to sick and annual leave in accordance with the provisions of clauses 14 and 15 hereof respectively.

All Classes of Work other than Spinner—1st Class.

(ii)

Apprentices.	Wages per Week of 44 Hours.	Improvers.	Wages per Week of 44 Hours.
	<i>s. d.</i>		<i>s. d.</i>
1st year—1st six months' experience ..	13 4	1st year—1st six months' experience ..	14 0
2nd six months' experience ..	14 4	2nd six months' experience ..	15 0
2nd year—1st six months' experience ..	17 1	2nd year—1st six months' experience ..	17 11
2nd six months' experience ..	18 7	2nd six months' experience ..	19 7
3rd year—1st six months' experience ..	43 0	3rd year—1st six months' experience ..	45 0
2nd six months' experience ..	46 6	2nd six months' experience ..	49 0
4th year's experience	63 0	4th year's experience	66 6
5th year's experience	85 6	5th year's experience	90 0
6th year's experience	101 6	6th year's experience	105 9
and thereafter the minimum wage		and thereafter the minimum wage	

Proportion (in any place).

Three apprentices and two improvers or two apprentices and three improvers to every three or fraction of three workers receiving not less than 109s. per week of 44 hours.

SPECIAL RATE.

4. In addition to the wages prescribed in clauses 2 and 3 hereof, the following special rate shall be paid to employees including apprentices and unapprenticed juniors:—

Wet Places.

(a) An employee working in any place where his clothing or boots become saturated whether by water, oil, or otherwise, shall be paid 2d. per hour extra; Provided that this extra rate shall not be payable to an employee who is provided by the employer with suitable and effective protective clothing and/or footwear. And provided further that any employee who becomes entitled to this extra rate shall be paid such extra rate for such part of the day or shift as he is required to work in wet clothing or boots.

Rate not Subject to Penalty Additions.

(b) The special rate herein prescribed shall be paid irrespective of the times at which the work is performed, and shall not be subject to any premium or penalty additions.

*HOURS OF WORK.**Day Workers.*

5. (a) Subject to the exceptions hereinafter provided the ordinary hours of work shall be 44 per week to be worked in five days of 8 hours (Monday to Friday inclusive) and one day (Saturday) of 4 hours; or five days (Monday to Friday inclusive) of 8 hours 48 minutes each continuously except for meal breaks at the discretion of the employer, between 7 a.m. and 5.30 p.m. on Monday to Friday inclusive, and 7 a.m. and noon on Saturday.

In localities where the recognized half-holiday is on a day other than Saturday the day so recognized may be substituted for Saturday for all the purposes of this Determination.

Provided that the spread of hours herein prescribed may be altered as to all or a section of the employees by mutual agreement between an employer and the representative of the union in that shop.

Five-Days Week.

(b) In any case in which the ordinary week's work of 44 hours can be performed in five days as aforesaid without—

- (i) detriment to the public interest;
- (ii) loss in the value of goods handled or to be handled;
- (iii) reducing the efficiency of production; or
- (iv) reducing the efficacy of the necessary service.

the employer shall on or before the 1st July, 1946, allow those employees who so desire to do so to work their ordinary hours in five days as aforesaid. Any dispute as to whether the ordinary hours of work can in any case or cases be worked in five days without detriment, loss or reduction as aforesaid shall be determined by the Wages Board upon application made by or on behalf of the employees. Upon such an application proof that the working of a five-days week will result in such detriment, loss or reduction as aforesaid shall be upon the employer.

This sub-clause shall not apply to employees engaged on the maintenance and servicing of plant.

It is a condition of the allowing of a five-day week hereunder that if required employees shall comply with the reasonable and lawful orders of the employer as to working overtime, including the working of overtime on Saturday.

SHIFT WORK.*Definitions.*

6. (a) For the purposes of this clause—

“Afternoon shift” means any shift finishing after 6 p.m. and at or before midnight.

“Continuous work” means work carried on with consecutive shifts of men throughout the 24 hours of each of at least six consecutive days without interruption except during breakdowns or meal breaks or due to unavoidable causes beyond the control of the employer.

“Night shift” means any shift finishing subsequent to midnight and at or before 8 a.m.

“Rostered shift” means a shift of which the employee concerned has had at least 48 hours' notice.

Hours—Continuous Work Shifts.

(b) This sub-clause shall apply to shift workers on continuous work as hereinbefore defined. The ordinary hours of such shift workers shall not exceed—

- (i) 8 in any one day; or
- (ii) 48 in any one week; or
- (iii) 88 in 14 consecutive days; or
- (iv) 176 in 28 consecutive days.

Subject to the following conditions such shift workers shall work at such times as the employer may require—

- (i) a shift shall consist of eight hours, inclusive of crib time;
- (ii) except at the regular change-over of shifts, an employee shall not be required to work more than one shift in each 24 hours;
- (iii) twenty minutes shall be allowed to shift workers each shift for crib which shall be counted as time worked.

Hours—Other than Continuous Work.

(c) This sub-clause shall apply to shift workers not upon continuous work as hereinbefore defined. The ordinary hours of such shift workers shall not exceed—

- (i) 44 in any week to be worked in five shifts of 8 hours 48 minutes, on Monday to Friday inclusive or five shifts of 8 hours and one shift (Saturday) of 4 hours, or
- (ii) 88 in fourteen consecutive days in which case an employee shall not, without payment for overtime, be required to work more than eight consecutive hours on any shift or more than six shifts in any week, or
- (iii) 132 in 21 consecutive days in which case an employee shall not, without payment of overtime, be required to work more than eight consecutive hours on any shift or more than six shifts in any week.

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 six hours without a break for a meal.

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

Rosters.

(d) Shift rosters shall specify the commencing and finishing times of ordinary working hours of the respective shifts.

Variation by Agreement.

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

The time of commencing and finishing shifts once having been determined may be varied by agreement between the employer and the accredited representative of the union to suit the circumstances of the establishment, or in the absence of agreement by seven days' notice of alteration given by the employer to the employees.

Afternoon or Night Shift Allowances.

(f) Shift workers on continuous work whilst on afternoon or night shifts shall be paid 7½ per cent. more than the ordinary rates for such shifts.

Shift workers on other than continuous work whilst on afternoon or night shifts shall be paid 10 per cent. more than the ordinary rates for such shifts.

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

An employee who—

- (i) during a period of engagement on shift works night shift only; or
- (ii) remains on night shift for a longer period than four consecutive weeks; or
- (iii) works on a night shift which does not rotate or alternate with another shift or with day work so as to give him at least one-third of his working time off night shift in each shift cycle,

shall during such engagement, period or cycle, be paid at the rate of time and a quarter for all time worked during ordinary working hours on such night shifts.

Overtime.

(g) Shift workers for all time worked in excess of or outside the ordinary working hours prescribed by this Determination or on a shift other than a rostered shift shall—

- (i) if employed on continuous work be paid at the rate of double time; or
- (ii) if employed on other shift work at the rate of time and a half for the first four hours and double time thereafter, except in each case when the time is worked—
- (iii) by arrangement between the employees themselves;
- (iv) for the purpose of effecting the customary rotation of shifts; or
- (v) is due to the fact that the relief man does not come on duty at the proper time; or
- (vi) on a shift to which an employee is transferred on short notice as an alternative to standing the employee off in circumstances which would entitle the employer to deduct payment for a day in accordance with clause 13 (b) hereof.

Provided that when not less than 8 hours' notice has been given to the employer by the relief man that he will be absent from work and the employee whom he should relieve is not relieved the unrelieved employee shall be paid at the rate of time and a half for the first four hours on duty after he had finished his ordinary shift and at the rate of double time thereafter except where the employee is required to continue to work on his rostered day off when he shall be paid double time.

Sundays and Holidays.

(h) Shift workers on continuous work shifts for work done on a rostered shift the major portion of which is performed on a Sunday or holiday shall be paid at the rate of time and a half.

Shift workers on other than continuous work for all time worked on a Sunday or holiday shall be paid at the rates prescribed by clause 9 of this Determination. Where shifts commence between 11 p.m. and midnight on a Sunday or holiday 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.

Junior Employees.

(i) Apprentices or juniors whilst on afternoon or night shifts shall be paid not less than the rates hereinbefore prescribed or 1s. per shift whichever is the higher.

MIXED FUNCTIONS.

7. An employee engaged for more than half of one day or shift on duties carrying a higher rate than his ordinary classification shall be paid the higher rate for such day of shift. If for less than half of one day or shift he shall be paid the higher rate for the time so worked.

OVERTIME.

8. (a) For all work done outside ordinary hours the rates of pay shall be time and a half for the first four hours and double time thereafter, such double time to continue until the completion of the overtime work. Provided that in the case of an apprentice or a junior his rate for overtime shall be not less than the rate herein prescribed or 1s. 6d. per hour, whichever is the higher.

Except as provided in this sub-clause or sub-clause (b) hereof in computing overtime each day's work shall stand alone.

Rest Period After Overtime.

(b) When overtime work is necessary it shall, wherever reasonably practicable, be so arranged that employees have at least eight consecutive hours off duty between the work of successive days.

An employee (other than a casual employee) who works so much overtime between the termination of his ordinary work on one day and the commencement of his ordinary work on the next day that he has not at least eight consecutive hours off duty between those times shall, subject to this sub-clause, be released after completion of such overtime until he has had eight consecutive hours off duty without loss of pay for ordinary working time occurring during such absence.

If on the instructions of his employer such an employee resumes or continues work without having had such eight consecutive hours off duty he shall be paid at double rates until he is released from duty for such period and he shall then be entitled to be absent until he has had eight consecutive hours off duty without loss of pay for ordinary working time occurring during such absence.

Call Back.

(c) An employee recalled to work overtime after leaving his employer's business premises (whether notified before or after leaving the premises) shall be paid for a minimum of three hours' work at the appropriate rate for each time he is so recalled; provided that, except in the case of unforeseen circumstances arising, the employee shall not be required to work the full three hours if the job he was recalled to perform is completed within a shorter period. This sub-clause shall not apply in cases where it is customary for an employee to return to his employer's premises to perform a specific job outside his ordinary working hours, or where the overtime is continuous (subject to a reasonable meal break) with the completion or commencement of ordinary working time.

Overtime worked in the circumstances specified in this sub-clause shall not be regarded as overtime for the purposes of sub-clause (b) of this clause where the actual time worked is less than three hours on such recall or on each of such recalls.

Saturday Work—Five-days Week.

(d) A day worker on a five-days week required to work overtime on a Saturday shall be afforded at least three hours' work or paid for three hours at the appropriate rate except where such overtime is continuous with overtime commenced on the day previous.

Standing By.

(e) Subject to any custom now prevailing under which an employee is required regularly to hold himself in readiness for a call back, an employee required to hold himself in readiness to work after ordinary hours shall until released be paid standing-by time at ordinary rates from the time from which he is so to hold himself in readiness.

Meal Hours—General.

(f) For work done during meal hours and thereafter until a meal-hour break is allowed time and a half rates shall be paid. An employee shall not be compelled to work for more than six hours without a break for a meal.

Meal Hours—Maintenance Employees.

(g) Subject to the provisions of the second part of sub-clause (f) of this clause an employee employed as a regular maintenance man shall work during meal breaks at the ordinary rates herein prescribed whenever instructed to do so for the purpose of making good break-downs of plant or upon routine maintenance of plant which can only be done while such plant is idle.

Crib Time.

(h) An employee working overtime shall be allowed a crib time of twenty minutes without deduction of pay after each four hours of overtime worked if the employee continues work after such crib time.

Provided that where a day worker on a five-days week is required to work overtime on a Saturday the first prescribed crib time shall, if occurring between 10 a.m. and 1 p.m., be paid at ordinary rates.

Unless the period of overtime is less than one and a half hours an employee before starting overtime after working ordinary hours shall be allowed a meal break of twenty minutes which shall be paid for at ordinary rates. An employer and employee may agree to any variation of this provision to meet the circumstances of the work in hand provided that the employer shall not be required to make any payment in respect of any time allowed in excess of twenty minutes.

Tea Money.

(i) An employee required to work overtime for more than two hours without being notified on the previous day or earlier that he will be so required to work shall either be supplied with a meal by the employer or paid 2s., and 1s. 3d. for each subsequent meal, but such payment need not be made to employees living in the same locality as their workshops who can reasonably return home for meals.

Unless the employer advises an employee on the previous day or earlier that the amount of overtime to be worked will necessitate the partaking of a second or subsequent meal (as the case may be) the employer shall provide such second and/or subsequent meals or make payment in lieu thereof as above prescribed.

If an employee pursuant to notice has provided a meal or meals and is not required to work overtime or is required to work less than the amount advised he shall be paid as above prescribed for meals which he has provided, but which are surplus.

Transport of Employees.

(j) When an employee, after having worked overtime, or a shift for which he has not been regularly rostered, finishes work at a time when reasonable means of transport are not available, the employer shall provide him with a conveyance to his home, or pay him his current wage for the time reasonably occupied in reaching his home.

HOLIDAYS AND SUNDAY WORK.

9. (a) Employees shall be entitled to the following public holidays without loss of pay as regards employees on weekly hiring:—New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, King's Birthday, Labour Day, Anzac Day, Christmas Day, and Boxing Day, or such other day as is generally observed in the locality as a substitute for any of the said days respectively.

By agreement between any employer and his employees other days may be substituted for the said days or any of them as to such employer's undertaking.

Exceptions.

(b) An employee not engaged on continuous work shall be paid at the rate of double time for work done on Sundays and public holidays, such double time to continue until he is relieved from duty.

Provided that where employees are necessarily engaged in repairs to or renewals of their employer's plant and machinery necessary for resumption of work the next following working day, work done on Sundays and holidays shall be paid for at the rate of time and a half for the first eight hours and double time thereafter.

(c) An employee, other than a casual employee, not engaged in continuous work who works on a Sunday or a public holiday and (except for meal breaks) immediately thereafter continues such work, shall on being relieved from duty be entitled to be absent until he has had eight consecutive hours off duty, without deduction of pay for ordinary time of duty occurring during such absence.

(d) Employees, other than on shift, required to work on Sundays or public holidays shall be paid for a minimum of three hours' work.

PIECE-WORK RATES.

10. Subject to the minimum wages herein prescribed, an employer may remunerate any of his employees under any system of payment by results.

EXTRA RATES NOT CUMULATIVE.

11. Extra rates in this Determination, except rates prescribed in clause 4, are not cumulative so as to exceed the maximum of double the ordinary rates.

PAYMENT OF WAGES.

12. (a) Wages shall be paid weekly or fortnightly.

(b) On the first pay day occurring during his employment, an employee shall be paid whatever wages are due to him up to the completion of his work on the previous day. Provided that this sub-clause shall not apply to employers who make a practice of allowing advances to employees approximating wages due.

(c) Upon termination of the employment, wages due to an employee shall be paid to him on the day of such termination, or forwarded to him by post on the next working day.

(d) An employee kept waiting for his wages on pay day for more than a quarter of an hour after the usual time for ceasing work, shall be paid at overtime rates after that quarter-hour, with a minimum of a quarter of an hour.

(e) On or prior to pay day, the employer shall state to each employee in writing the amount of wages to which he is entitled the amount of deductions made therefrom, and the net amount being paid to him.

*CONTRACT OF EMPLOYMENT.**Weekly Employment.*

13. (a) Except as hereinafter provided, employment shall be by the week. Any employee not specifically engaged as a casual employee shall be deemed to be employed by the week.

(b) Employment shall be terminated by a week's notice on either side given at any time during the week or by the payment or forfeiture of a week's wages as the case may be. This shall not effect the right of the employer to dismiss any employees without notice for malingering, inefficiency, neglect of duty or misconduct, and in such cases the 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 or through any break-down in machinery or any stoppage of work by any cause for which the employer cannot reasonably be held responsible.

(c) An employee not attending for duty shall, except as provided by clause 14 hereof, lose his pay for the actual time of such non-attendance.

Casual Employment.

(d) A casual employee is one engaged and paid as such. A casual employee for working ordinary time shall be paid per hour one-fortieth of the weekly rate prescribed by this Determination for the work which he performs.

Late Comers.

(e) Notwithstanding anything elsewhere contained in this Determination an employer may select and utilize for time-keeping purposes any fractional or decimal proportion of an hour (not exceeding a quarter of an hour) and may apply such proportion in the calculation of the working time of employees who without reasonable cause promptly communicated to the employer, report for duty after their appointed starting times or cease duty before their appointed finishing times.

An employer who adopts a proportion for the aforesaid purpose shall apply the same proportion for the calculation of overtime.

SICK LEAVE.

14. (a) An employee on weekly hiring who is absent from his work on account of personal illness, or on account of injury by accident arising out of and in the course of his employment, shall be entitled to leave of absence, without deduction of pay, subject to the following conditions and limitations:—

(i) He shall not be entitled to paid leave of absence for any period in respect of which he is entitled to workers' compensation.

(ii) He shall, within 24 hours of the commencement of such absence, inform the employer of his inability to attend for duty and, as far as practicable, state the nature of the injury or illness and the estimated duration of the absence.

(iii) He shall prove to the satisfaction of his employer (or in the event of dispute, the Wages Board) that he was unable on account of such illness or injury to attend for duty on the day or days for which sick leave is claimed.

(iv) He shall not be entitled in any year (whether in the employ of one employer or of several) to leave in excess of 44 hours of working time.

For the purpose of administering paragraph (iv) of this sub-clause an employer may within one month of this Determination coming into operation or within two weeks of the employee entering his employment require an employee to make a sworn declaration or other written statement as to what paid leave of absence he has had from any employer during the then current year; and upon such statement the employer shall be entitled to rely and act.

Single Day Absences.

(b) In the case of an employee who claims to be allowed paid sick leave in accordance with this clause for an absence of one day only such employee if in the year he has already been allowed paid sick leave on more than one occasion for one day only, shall not be entitled to payment for the day claimed unless he produces to the employer a certificate of a duly-qualified medical practitioner that in his, the medical practitioner's, opinion the employee was unable to attend for duty on account of personal illness or on account of injury by accident. Nothing in this sub-clause shall limit the employer's rights under sub-clause (a) (iii) hereof.

Cumulative Sick Leave.

(c) Sick leave shall accumulate from year to year so that any balance of the period specified in sub-clause (a) (iv) of this clause which has in any year not been allowed to an employee by an employer as paid sick leave may be claimed by the employee and subject to the conditions hereinbefore prescribed shall be allowed by that employer in a subsequent year without diminution of the sick leave prescribed in respect of that year. Provided that sick leave which accumulates pursuant to this sub-clause shall be available to the employee for a period of two years, but for no longer from the end of the year in which it accrues.

Attendance at Hospital, &c.

(d) Notwithstanding anything contained in sub-clause (a) hereof an employee suffering injury through an accident arising out of and in the course of his employment (not being an injury in respect of which he is entitled to workers' compensation) necessitating his attendance during working hours on a doctor, chemist or trained nurse, or at a hospital, shall not suffer any deduction from his pay for the time (not exceeding four hours) so occupied on the day of the accident, and shall be reimbursed by the employer all expenses reasonably incurred in connexion with such attendance.

ANNUAL LEAVE.

Period of Leave.

15. (a) A period of fourteen consecutive days' leave shall be allowed annually to an employee after twelve months' continuous service (less the period of annual leave) as an employee on weekly hiring 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 9 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 the period of annual leave time equivalent to the ordinary time which the employee would have worked if such day had not been a holiday.

Where a holiday falls as aforesaid and the employee fails without reasonable cause proof whereof shall be upon him to attend for work 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 employee and the employer so agree, in two separate periods and not otherwise.

Calculation of Continuous Service.

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

- (i) any interruption or termination of the employment by the employer if such interruption or termination 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 personal 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 cases of personal sickness or accident or absence with reasonable cause the employee to become entitled to the benefit of this sub-clause shall inform the employer in writing if practicable within 24 hours of the commencement of such absence of his inability to attend for duty and as far as practicable the nature of the illness, injury or cause and the estimated duration of his absence. A notification given by an employee pursuant to clause 14 shall be accepted as a notification under this sub-clause.

Any absence from work by reason of any cause not being a cause specified in this sub-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 fourteen 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 each 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.

In calculating the period of twelve months' continuous service any such absence as aforesaid shall not, except to the extent of not more than fourteen 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.

Calculation of Service.

(f) Service before the date of operation of this Determination 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 allowed or made under the clause hereby revoked. Provided however, that in respect of service before the 1st January, 1946, the annual leave shall be allowed at the rate of 3½ 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 continuous service. Any broken part of a month served before the 1st January, 1946, shall for the purposes 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 transferee of a business if an employee was in the employment of the employer's predecessor at the time when he became such successor or assignee or transferee 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 the 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 be 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-clauses (l) and (m) hereof payment shall not be made or accepted in lieu of annual leave.

Time of 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 had been taken before it 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 the annual leave, which amount shall not include any sums paid for any of the holidays prescribed by clause 9 of this Determination.

Payment for Period of Leave.

(k) Each employee before going on leave shall be paid two weeks' wages, except a shift worker or an employee taking his leave pursuant to sub-clause (d) of this clause either of whom 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 purposes of this sub-clause and sub-clause (l) hereof, wages shall be at the rate prescribed by clauses 2 and 3 of this Determination for the occupation in which the employee was ordinarily employed immediately 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 3½ 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 purposes 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 subject to sub-clause (f) hereof 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 re-opened for work.
Provided that all time during which an employee is stood off without pay for the purposes of this sub-clause shall be deemed to be time of service in the next twelve monthly qualifying period.
- (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 he may have been allowed as aforesaid.

MISCELLANEOUS.

Accommodation and Conveniences.

Boiling Water.

16. (a) (i) Employers shall provide boiling water for employees at meal times.

Drinking Water.

(ii) Employers shall provide for the use of employees in workshops a sufficient supply of wholesome cool drinking water from bubble taps or other suitable drinking fountains.

First-Aid Outfit.

(iii) In each workshop, and at other places where employees are regularly employed, the employer shall provide and continuously maintain at a place or places reasonably accessible to all employees an efficient First-Aid Outfit.

Clause 8 of Chapter 9 of the Regulations under the *Factories and Shops Act 1928* requires that a first-aid ambulance chest shall be kept in some accessible place upon the premises, and that such chest shall be equipped and supplied with the following articles :—

Articles.	Quantities to be kept in Ambulance Chest—
Antiseptic solution	1 bottle
Bandages, cotton and gauze	1 dozen assorted sizes
Castor oil	2 oz.
Iodine, tincture of	2 oz.
Manual, first-aid	1
Petrolatum, carbolized	1 jar
Picric acid solution, made according to the following recipe or prescription :—	
1½ teaspoonfuls of powdered picric acid, 3 oz. of absolute alcohol, and 2 pints of distilled water	1 pint
Pins, safety	1 packet
Sal volatile	6 oz.
Scissors	1 pair
Tourniquet	1
Tweezers	1 pair
Cotton, absorbent	} An adequate assortment
Gauze, sterilized, plain	
Lint, absorbent	
Plaster, adhesive	

Lockers.

(iv) An employer shall at some reasonably convenient place on his premises provide a suitable locker for each employee in his workshop, or hanging facilities which afford reasonable protection for employees' clothes. In any case in which compliance with this paragraph necessitates the provision of lockers or new or improved hanging facilities, they shall be provided by the 1st July, 1946, unless the employer proves to the satisfaction of the Wages Board that he is unable by reason of shortage of material or labour or any other difficulties to provide such new or improved facilities, in which case their provision may be postponed for such period or periods as the Wages Board determines.

Washing and Sanitary Conveniences.

(v) Employers shall provide proper and sufficient washing and sanitary conveniences.

*Clothing, Equipment, and Tools.**Damage to Clothing and Tools.*

(b) (i) Compensation to the extent of the damage sustained shall be made where in the course of the work clothing or tools are damaged or destroyed by fire or molten metal or through the use of corrosive substances. Provided that the employer's liability in respect of tools shall be limited to such tools of trade as are ordinarily required for the performance of the employee's duties.

Goggles.

(ii) Suitable mica or other goggles shall be provided by the employer for each employee using emery wheels or where used by more than one employee such goggles shall be sterilized before being used by another employee. An employee when working on emery wheels shall wear the goggles provided for his protection.

Goggles containing celluloid shall not be considered suitable for the purposes of this provision.

Masks.

(iii) Where necessary suitable masks shall be provided for employees required to use compressed air for blowing dust from electrical machinery or equipment. An employee when performing such work shall wear the mask provided for his protection. Masks containing celluloid shall not be considered suitable for the purposes of this provision.

Protective Clothing—Galvanising, &c.

(iv) Employers shall provide suitable protective aprons, rubber gloves, and rubber boots or clogs, to employees engaged in manual handling of materials over hot galvanising or tinning pots or pickling or plating baths.

Tools.

(v) Until further order the employer shall provide for each employee such tools as were customarily provide at the time of the making of this Determination. The employee shall replace or pay for any tools so provided if lost through his negligence.

Females—Rest Period and Seats.

(c) Female employees shall be allowed a rest period of not less than ten minutes during each day or shift, to be taken during the first or second half of the day or shift as may be decided by a majority of the female employees in a shop.

When requested by employees and where practicable suitable seats shall be provided by the employer for female employees.

Ventilation.

(d) While any work is being carried on in any confined or enclosed space in which—

- (i) fumes, gases, dust or vapours which may be dangerous or injurious are liable to be present or to be generated in the course of the work; or
- (ii) the atmosphere may otherwise become vitiated,

the employer shall install a suction exhaust apparatus, through which by means of a power-driven fan air is drawn from the vicinity of the work in relation to which it is installed.

Where it is impracticable to install such suction exhaust apparatus the employer shall take all such steps as are necessary to ensure safe working conditions in any such confined or enclosed space.

This sub-clause shall not be deemed to be inconsistent with the Harmful Gases, Vapours, Mists, Smokes, and Dust Regulations 1945 (published in the Victorian *Government Gazette* No. 21, dated 7th February, 1945), and shall not apply to any processes or occupations to which those Regulations apply.

SHOP STEWARDS.

17. An employee appointed shop steward in the shop or department in which he is employed shall, upon notification thereof to his employer, be recognized as the accredited representative of the union to which he belongs, and he shall be allowed the necessary time during working hours to interview the employer or his representative on matters affecting employees whom he represents.

RIGHT OF ENTRY OF UNION OFFICIALS.

18. (a) For the purpose of interviewing employees on legitimate union business, a duly accredited union representative shall have the right to enter employers' premises during the midday meal break on the following conditions:—

- (i) that he produces his authority to the gatekeeper or such other person as may be appointed by the employer;
- (ii) that he interviews employees only at places where they are taking their meal;
- (iii) that not more than one representative of each of not more than three unions be on the premises at any one time;
- (iv) that no one representative visit the premises more than once in each week;

(v) that if any employer alleges that a representative is unduly interfering with his work or is creating dissatisfaction 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 the Wages Board.

Provided that where certain employees are working under a system of shift work which precludes a representative from interviewing them during the midday meal break the representative shall have the right to enter the employer's premises for the purpose of interviewing such employees at such time and under such conditions as to notice as may be mutually arranged by the representative and the employer, or failing agreement, at such times and under such conditions as the Wages Board may decide.

(b) For the purpose of investigating complaints concerning the application of this Determination, a duly accredited union representative shall be afforded reasonable facilities for entering an employer's workshop or plant during working hours, subject to the following conditions :—

- (i) That he discloses to the employer or his representative the complaint which he desires to investigate ;
- (ii) that he makes his investigations in the presence of the employer or his representative (if the employer so desires) ;
- (iii) that he does not interfere with work proceeding in the workshop or plant ;
- (iv) that he conducts himself properly.

(c) A union representative shall be a duly accredited representative of an organization concerned if he be the holder for the time being of a certificate, signed by the General Secretary of that organization, and bearing the seal of that organization, in the following form, or in a form not materially differing therefrom :—

(Name of organization.)

THIS IS TO CERTIFY THAT _____ is a duly accredited representative of the above-named organization.

General Secretary.

(Seal.)

Date—

Specimen Signature of Holder—

STRICTLY NOT TRANSFERABLE.

TIME AND WAGES BOOK.

19. (a) Each employer shall keep a record from which can be readily ascertained the name of each employee and his occupation, the hours worked each day, and the wages and allowances paid each week.

(b) The time occupied by an employee in filling in any time record or cards or in the making of records shall be treated as time of duty, but this does not apply to checking in or out when entering or leaving the employer's premises.

(c) The time and wages record shall be open for inspection to a duly accredited union official during the usual office hours at the employer's office or other convenient place. Provided that an inspection shall not be demanded unless the secretary of the union or the district secretary or organizer of any division suspects that a breach of the Determination has been committed. Provided also that only one demand for such inspection shall be made in one fortnight at the same establishment.

(d) The official making such inspection shall be entitled to take a copy of entries in a time and wages record relating to the suspected breach of the Determination.

NOTICE BOARD.

20. The employer shall permit a notice board of reasonable dimensions to be erected in a prominent position in his establishment upon which accredited union representatives shall be permitted to post formal union notices, signed or countersigned by the representative posting same.

DEFINITIONS.

21. " Pieceworker " means an employee required to work any job at a price fixed.

" Spinner—1st class " means an adult employee required to make his own chucks, spin up the job to drawings, measurement, or blue prints, and/or who applies general trade knowledge and experience to making of spun articles by jobbing methods.

" Sunday " means all time between midnight Saturday and midnight Sunday.

" Year " means the period between the 1st day of June in each year and the next 31st day of May.

PERIODICAL ADJUSTMENT OF WAGES.

22. The wages rates set out in clauses 2 and 3 are based upon the following basic wage rates, and, pursuant to the provisions of Section 21 of the Factories and Shops Act 1934, the Board hereby determines that such rates shall be automatically adjusted as prescribed in clause 23. Provided that the wages of apprentices (other than apprentices to Spinner—1st class) and improvers in receipt of 20s. per week or more 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.

Basic Wage.

Place.	Needs Basic Wage. (Adjustable).	Loading Constant.	Total Basic Wage.	Index Number Set Assigned.
Throughout the State	£ s. d. 5 0 0	s. d. 6 0	£ s. d. 5 6 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

23. (a) For the purposes of this Determination, the expression " Commonwealth Statistician's ' all items ' 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.

(b) Until the beginning of the first pay period to commence in February, 1947, the amounts of the Basic Wage shall be as prescribed in clause 22.

(c) During each future successive period beginning with the first pay period to commence in a February, a May, an August, or a November, the amount of the needs basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's " all items " retail price index number by the factor .087 taken to one place of decimals, the resultant whole number being the amount of the basic wage expressed in shillings, but should the decimal number reach .5 or more the basic wage shall be taken to the next higher shilling.

In addition to the basic wage prescribed by clause 22, any adult employee of a classification specified hereunder shall be paid the margin and loading hereinafter assigned to that classification, and such loading shall be deemed to be part of his ordinary rate of wage for all purposes of this Determination :—

Classification.	Margin.	War-Time Loading.
	<i>s. d.</i>	<i>s. d.</i>
Stamper who puts in die and makes force	27 0	6 0
Repairer	27 0	6 0
Maker-up	27 0	6 0
Spinner, 1st class	24 0	4 0
Spinner (other)	12 0	3 0
Die setter	12 0	3 0
Drop hammer stamper (other than one who puts in die and makes force)	10 0	3 0
Press operator (heavy)	10 0	3 0
Press operator (light)	8 0	3 0
Pickler	9 0	3 0
Hand blanker	8 0	3 0
All others	Nil	3 0

A. V. BARNES, J.P., Chairman.

J. W. RYAN, Secretary.

Melbourne, 15th January, 1947.



VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 160]

MONDAY, FEBRUARY 24.

[1947

Factories and Shops Acts.

DETERMINATION OF THE PRINTERS BOARD.

NOTE.—(a) This Determination applies to the Metropolitan District as defined in the Factories and Shops Acts and the Order in Council thereunder.

(b) The following Printing Trades were proclaimed on 27th February, 1929, as apprenticeship trades under the *Apprenticeship Act 1928* for the Metropolitan District:—

1. Hand composition.
2. Hand and machine composition, and attending and adjusting slug-casting and type-casting machines.
3. Bookbinding or guillotine machine operating.
4. Paper ruling.
5. Edge gilding.
6. Letter-press printing.
7. Lithographic printing.
8. Stereotyping or electrotyping.

Full particulars of the apprenticeship regulations for these trades may be obtained on application to the Secretary, Apprenticeship Commission, 103 Russell-street, Melbourne. (Price 3d.)

IN accordance with the provisions of the Factories and Shops Acts the Wages Board which since the 25th day of May, 1937, has had the power to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the process, trade, or business of:—

- (a) Printing;
- (b) Bookbinding (including making loose sheet covers of any kind);
- (c) Paper ruling;
- (d) Stereotyping or electrotyping;
- (e) Preparing lithographic work by drawing or lettering on a lithographic plate or on any other material;
- (f) Preparing printed matter for sale or distribution;
- (g) Carbonizing, gumming, varnishing, or waxing paper, cardboard, or similar materials;

but not including any process subject to the jurisdiction of the Stationery Board," has made the following Determination, namely:—

(1) That as from the beginning of the first pay period to commence on or after the 1st December, 1946, the last previous Determination of the Board shall be revoked and replaced by this Determination.

(2) ALL CLASSES OF WORKERS (OTHER THAN THOSE EMPLOYED IN DAILY NEWSPAPER OFFICES)—

First Column. Number of Rate.	Second Column. Description of Employment.	Third Column. Weekly Wage.
TABLE "A"—ADULT MALES.		
1	Machine compositor—that is a person operating the keyboard of any class of slug-casting or type-casting machine (including time occupied in cleaning the machine and/or remedying defective working of machine)	£ s. d. 7 8 0
2	Probationary machine compositor—	
	(a) For a first period of six months' probation	6 19 0
	(b) For a second period of six months' probation	7 2 0
	(c) Thereafter the rate for a machine compositor	7 8 0
3	Provided that any probationary machine compositor who during the second six months of his period of probation attains an efficiency of 7,000 ems per hour over a maximum period of four hours on plain matter corrected of not less than thirteen ems measure in six-point type shall be paid	7 8 0
4	Working mechanic in charge (whether or not under a foreman or other person in authority) of a slug-casting machine	6 19 0
5	Attendant or assistant mechanic on a slug-casting machine (an attendant or assistant mechanic shall be a person working under the direction of a foreman or other person in authority, whose duties include attention to the machine and all its accessories and parts to maintain it and them in an efficient state and to do any adjustments and replacements of accessories and parts but not any repairs)	6 4 6

First Column. Number of Rate.	Second Column. Description of Employment.	Third Column. Weekly Wage.
TABLE "A"—ADULT MALES— <i>continued.</i>		
		<i>£ s. d.</i>
6	Working mechanic in charge (whether or not under a foreman or other person in authority) on a type-casting machine	6 19 0
7	Caster or assistant mechanic on a type-casting machine (a caster or assistant mechanic shall be a person working under the direction of a foreman or other person in authority whose duties include attention to the type-casting machine and all its accessories and parts to maintain it and them in an efficient state and to do any adjustments and replacements of accessories and parts but not any repairs)	6 4 6
8	Proof reader and/or reviser	7 2 0
9	Hand compositor (which shall include any person employed as a slugger, bulk hand, or stone hand, or Ludlow machine compositor)	6 19 0
10	Electrotyper (which shall include an employee preparing lead for matrix moulding purposes)	6 19 0
11	Stereotyper	6 19 0
12	Letterpress machinist	6 19 0
13	Operator of a writer-press, multigraph machine, roneotype machine, or a similar machine printing from movable type, stereotypes, electros, zincos or the like	6 19 0
14	Railway ticket printer—single machine	6 8 6
15	Railway ticket printer—multiple machine	6 10 6
16	Machinist working a flat-bed machine printing from a reel	6 19 0
17	Rotary machinist	6 19 0
18	Rotary machinist's assistant—that is, a person who assists the machinist in the care and control of the machine and the proper printing of the paper	6 6 6
19	Collapsible tube printing machinist	6 19 0
20	Universal process machine operator	6 19 0
21	Lithographic and/or photo-lithographic artist and/or designer	7 4 6
22	Photo-lithographic camera operator	7 4 6
23	Lithographic stone polisher and/or lithographic plate grainer and/or photo-lithographic glass plate cleaner, but not including an employee processing photo-lithographic glass plates	5 18 0
24	Lithographic pressman, and/or lithographic manual or mechanical transferrer, and/or photo-lithographic metal plate coater, and/or photo-lithographic photo composer, and/or contact printer-down on lithographic metal plate, and/or lithographic machinist, including lithographic tin printer	6 19 0
25	Gravure machinist	6 19 0
26	Bookbinder	6 19 0
27	Marbler	6 19 0
28	Hand indexer	6 19 0
29	Blocker (an employee engaged on the work of blind blocking is not by reason only of the fact that he is doing such work entitled to this rate)	6 19 0
30	Finisher	6 19 0
31	Pocket-book maker	6 19 0
32	Ticket-maker, turned-in work	6 19 0
33	Blotting pad maker	6 19 0
34	Portfolio maker	6 19 0
35	Person engaged in sawing and/or rolling books	6 19 0
36	Loose sheet cover maker	6 19 0
37	Edge gilder	6 19 0
38	Leather cutter	6 19 0
39	Where an employee employed in any class for which a weekly wage is prescribed by Items 26 to 37 does edge-staining, board cutting, bevelling, blind blocking and/or cutting of material, he is to be paid the above prescribed weekly wage, but where an employee is employed solely on the last-mentioned classes of work (In the foregoing Item 39 the words "cutting of material" do not include the work of a leather cutter, for which work a wage has been prescribed by Item 38)	6 1 0
40	Map and plan moulder and/or varnisher	6 19 0
41	Paper ruler—that is, a person in charge of any ruling machine or who makes ready, sets pens or discs on the machine, mixes inks, rules proofs, or regulates the supply of ink to the machine	6 19 0
42	Guillotine machine operator	6 19 0
43	Employee operating a milk bottle wad-making machine	6 4 0
44	Waxer	6 2 0
45	Sheet varnishing and/or sheet gumming machinist	5 18 0
46	Rotary reel gumming machinist	6 1 0
47	Metal maker for slug-casting or type-casting machines or Elrod machines, or stereotyping or electrotyping	5 15 0
48	Printing ink mixer and/or maker	5 16 0
49	Bronzing machine operator	5 18 0
50	Roller maker	5 16 0
51	Feeder on any kind of machine	5 12 0
52	Storeman	5 18 0
53	Packer and/or despatcher	5 18 0
54	Any other adult male	5 9 0
55	An employee working on a night shift for a week shall be paid 12s. extra for such night shift work; if he works less than a week he shall be paid <i>pro rata</i> for the hours worked by him.	

TABLE "B"—ADULT FEMALES:

(Including non-adult females of at least five years' experience.)

1	Operator of a writer-press, multigraph machine, roneotype machine, or a similar machine printing from movable type, stereotypes, electros, zincos or the like when employed on work other than circular letters that are wholly composed in the one face and size of type and of a typewriter character, in imitation of a typewritten letter or circular	6 19 0
2	Female head packer when employed as such	3 10 0
3	Female bookbinder—that is, an employee engaged in the binding of quarter bound work cut flush with turned-in paper sides and the binding of all cut flush work not turned in:— (a) When engaged on work which exceeds 1½ inches in thickness of back and 108 superficial inches measured over length and breadth of either side, whether wired, sewn, stabbed, stapled or otherwise held together	3 10 0
	(b) When engaged on work which does not exceed both the measurements above mentioned	3 9 0

First Column. Number of Rate.	Second Column. Description of Employment.	Third Column. Weekly Wage.
TABLE "B"—ADULT FEMALES— <i>continued.</i>		£ s. d.
(Including Non-Adult Females of at least Five Years' Experience.)		
4	Female bookbinder—that is, an employee engaged in:— (a) Making blotting pads, without corners, paper bound around four edges, or (b) Making blotting pads, with corners of any material other than leather; but not with (i) corners which are turned in before being affixed to the pad, (ii) base boards having cloth-bound edges, or (c) Making covers for school papers which are cut flush or turned in, but not when such covers are of full leather, cloth, or similar material, or (d) Affixing projecting index tabs made of paper and not reinforced, or (e) Making letter or other types of files, or (f) Making loose sheet covers (including portfolios) of which covers no part is leather or is a metal fixture bound in the cover, (g) Mounting showcards, maps, plans, envelope paper, and other plain or printed paper, but not maps or plans when mounted on calico or sheeting or similar material which is stretched on a flat or circular surface preparatory to the mounting being done	3 8 0
5	Female hand or machine sewer and taker down or repairer of letterpress work	3 9 0
6	Female employee of more than five years' experience employed on any one or more of the following operations:— Folding, paging, numbering, perforating, gathering, collating, inter-leaving, tipping in and tipping on (but not joining sheets for account books), wire stapling edge staining (excepting the staining or otherwise coloring of the edges of cards and the edges of books other than those books that are quarter bound cut flush with turned in paper sides or are cut flush and not turned in)	3 8 0
7	Female employee of more than five years' experience employed in connexion with systems work, addressograph work, and/or in printing work not allotted a weekly wage in Table "A"	3 8 0
8	Female copy holder	3 8 0
9	Female embosser	3 9 0
10	Female feeder employed on letterpress printing machine, lithographic printing machine, gravure printing machine, varnishing machine, gumming machine, waxing machine, folding machine, or ruling machine	3 7 0
11	A female employee in charge of or who supervises, directs, or is responsible for the work of— (a) from 3 to 8 employees (both inclusive) (b) from 9 to 15 employees (both inclusive) (c) over 15 employees	3 12 0 3 19 6 4 5 6
12	Female employees not otherwise specified	3 0 0

NOTE.—See clause 31 (g) re additional rate to be paid to any person employed in bronzing by hand or dusting-off by hand.

FEMALE TO BE PAID MALE RATE.

(3) Where a female is employed to do any work specifically named or described or of the class mentioned in Table "A" which is not specifically named or described in Table "B" she shall be paid the rate which is prescribed for the male; provided that this clause shall not apply to any individual female employee in respect of work which at the date of coming into operation of this Determination was being done by her, and for which no marginal rate for females is herein specifically prescribed.

RATES FOR JUNIORS AND APPRENTICES.

(4) Where the work is performed by a male junior, not being an apprentice—

	Per week.
	£ s. d.
1. Under 15 years of age	1 3 6
2. Between 15 and 16 years of age	1 9 6
3. " 16 " 17 " "	1 17 6
4. " 17 " 18 " "	2 10 6
5. " 18 " 19 " "	3 3 6
6. " 19 " 20 " "	3 16 6
7. " 20 " 21 " "	4 10 0

Where the work is performed by a male apprentice—

8. First year	1 3 6
9. Second year	1 10 6
10. Third year	1 19 0
11. Fourth year	2 13 0
12. Fifth year	3 6 6
13. Sixth year	4 13 0

14 A junior working on a night shift for a week shall be paid 9s. extra for such night shift work; if he works less than a week he shall be paid *pro rata* for the hours worked by him.

15. Provided that any apprentice who has passed Grade III. (Trade Theory and Practice) examination referred to in the regulations of the Apprenticeship Commission of Victoria and has also become entitled under the said regulations to an increased rate of pay for proficiency for such examination, shall have the amount of such increase paid to him each week beyond any period provided for in the said regulations until the completion of his apprenticeship together with the rate herein prescribed appropriate to the year of his apprenticeship.

Where the work is performed by a female junior—

	Per week.
	£ s. d.
1. First year's experience	1 3 6
2. Second year's experience	1 8 0
3. Third year's experience	1 15 0
4. Fourth year's experience	2 1 6
5. Fifth year's experience	2 14 6

6. And thereafter the minimum wage prescribed for females for the class of work which she is doing.

7. A female junior entering the industry in her eighteenth year or later shall receive the foregoing rate appropriate to her experience and not less than 5s. per week extra until she reaches the age of 21 years, when she shall be paid the minimum wage prescribed for females for the class of work which she is doing.

8. In the above provisions as to work performed by females, "experience" means experience in the industry, including experience in the employ of more than one employer, and any female employee mentioned in such provisions on leaving or being discharged from her employment shall be entitled to a certificate from her employer stating the date when such employment began and the date of its termination duly signed or otherwise authenticated by the employer. Such certificate shall be the property of the employee and shall be returned to her by any subsequent employer within seven days of her engagement.

LIMITATION OF EMPLOYMENT OF JUNIORS.

- (5) (a) No department shall be manned exclusively by juniors.
 (b) Not more than two male juniors shall be employed to each male adult employed as a weekly employee in each department. For the purposes of this provision an apprentice shall be deemed to be a junior.
 (c) No junior, unless an apprentice, under 18 years of age, shall be employed on a monotype casting machine or an Elrod or similar casting machine.
 (d) No junior, unless an apprentice, under 18 years of age, shall be employed on a power-driven guillotine, or on a platen machine or cylinder machine used for carton cutting.
 (e) In all parts of the industry, juniors shall (except in any branch of the industry in respect of which provision is made for apprenticeship) be given reasonable opportunities to become proficient in different classes of work, and shall be taught higher grade work as they progress in the knowledge of their work.
 (f) The conditions of employment of juniors in any branch of the industry in respect of which provision is made for apprenticeship shall be as set out in clause 30 (c).

HOLIDAYS.

- (6) (a) An employee shall be entitled to be absent from his employment without deduction of pay on any holiday. In this Determination "holiday" means the day observed as any of the following days: New Year's Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, Christmas Day, Boxing Day, Australia Day, King's Birthday, and Melbourne Cup Day.
 (b) An employer shall not terminate the employment of a weekly employee for the purpose of evading payment for the holiday prescribed by this Determination.
 (c) Where an employee is dismissed within one week before any holiday (or within one week before the first day of several holidays), his re-engagement by the same employer within one week after such holiday (or, as the case may be, within one week after the last day of such several holidays), shall be prima facie evidence that his employment was terminated in breach of sub-clause (b) hereof.
 (d) 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.
 (e) Where an employee is absent from his or her employment on the day before or the day after a public holiday without reasonable excuse or without the consent of the employer, the employee shall not be entitled to payment for such holiday.
 (f) When an employee is absent from his or her employment for a period exceeding fourteen days through illness, or with the consent of the employer, the employee shall not be entitled to payment for any public holidays occurring during such period of absence in excess of the period of fourteen days.
 (g) The wage payable to a weekly pieceworker under this clause shall be that fixed for a timeworker in the same occupation. A junior male shall be paid the time wage appropriate to his age and a junior female the time wage appropriate to her years of experience, provided that a female worker of more than five years' experience shall be deemed to be an adult for the purpose of computing the amount payable to her under this clause.
 (h) The provisions of this clause (6) shall apply only to weekly employees.

CONSTANT SERVICE LEAVE.

- (7) (a) In addition to the holidays provided for by clause (6) hereof, an employee, whether a time-worker or a piece-worker, who remains in the service of the same employer for at least a year, shall, if the employment has not been terminated, be entitled to two week's leave of absence on full pay during each year of service, or bonus as provided in sub-clause (e) hereof where the service is being terminated.
 (b) The employer shall have the right to fix the time when such leave will be given, but must fix a time so that the leave then accrued due will be wholly given in one continuous period within fifteen months after the beginning of the period of service in respect of which the leave is due.
 (c) The employer may, if he thinks fit, give at any time in advance the period of continuous leave on full pay prospectively due.
 (d) Where any of the holidays provided for in clause (6) hereof so falls in the week as in the ordinary course to entitle an employee to be paid in respect of that holiday although he does not work thereon, and that holiday happens to fall within that employee's period of leave of absence, the days in that period shall be reckoned in addition to that holiday. Provided that if in consequence of compliance with this sub-clause the said period so reckoned includes three Sundays, one additional day, not being a non-working day, shall be added to and form part of the said period.
 (e) If an employment which has continued for a period of at least six calendar months is terminated before the employee has received constant service leave, the employee shall be paid a bonus consisting of the percentage of two week's wages which the time of service for which no leave has been given bears to twelve calendar months.
 (f) If the employee is a piece-worker the pay to be given for the period of leave of absence or as a bonus where leave is not given shall be at the rate fixed for a time-worker doing the same class of work as that of the employee.
 (g) Where the employer is a successor or assignee or transferee of a business, and an employee was in the employment of the employer's predecessor at the time when he became such successor or assignee or transferee, the employee in respect of the period during which he was in the service of the predecessor shall for the purposes of this clause be deemed to have been in the service of the employer.
 (h) For the purposes of this clause the service shall be deemed to have continued and to continue unbroken and constant notwithstanding any interruption or termination of the employment by the employer if such interruption or termination has been or is made merely with the intention of avoiding obligation hereunder in respect of leave of absence or bonus.
 (i) For the purposes of this clause, the calendar months shall be reckoned as commencing with the beginning of the first day of the 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 be no such day in such subsequent month, shall be reckoned as ending at the end of such subsequent month.
 (j) Each employee before going on leave shall be paid two weeks' wages. A piece-worker shall be paid the wage referred to in sub-clause (f) hereof.
 (k) An employee who is to be given leave as provided in sub-clause (a) herein, shall be given at least two weeks' notice of the commencing date on which he will be required to take his leave.

FEMALES NOT TO WASH-UP OR FEED MACHINES, ETC.

- (8) A female shall not be required or permitted to wash-up or clean a printing machine; or feed any platen machine used for carton cutting; or operate any guillotine machine; or feed a platen printing machine if under the age of eighteen years.

REST INTERVAL FOR FEMALES.

- (9) There shall be an interval of ten minutes at a time fixed by the employer between 10 a.m. and 11 a.m. for rest on each day, Monday to Saturday inclusive, in each week for each female employee on time work or on piecework, such time to count as time worked. Reasonable facilities shall be provided by the employer for the employee to have refreshments during such interval if the employee so desires.

FIVE-DAY WEEK.

- (10) When the employer desires to work the ordinary working hours in a five-day week, he may do so. The employer and the employees may thereupon agree upon the hours of commencing and finishing work with a starting time not earlier than 7.30 a.m., and a finishing time not later than 6 p.m., and in the event of such agreement being made, the hours so agreed shall be substituted or the hours fixed by this Determination, notwithstanding anything to the contrary contained in clauses (11) (b), (13) (b) and (c), and (13) (h) hereof. In default of agreement, such hours may be decided by this Wages Board.

HOURS.

(11) (a) The day-work hours of duty of employees shall not exceed eight hours on Monday to Friday inclusive and four hours on Saturday, and shall not exceed 44 hours in any week, to be worked between 8 a.m. and 6 p.m. on Monday to Friday inclusive, and between 8 a.m. and noon on Saturday, provided that the time of starting work of the linotype mechanic or other male person who attends to arrange the heating of linotype or like metal pots may be 7.30 a.m.

(b) The daily working hours of each office shall be conspicuously displayed in each workroom, and shall continue unchanged until altered by agreement between the employer and his employees, and in default of such agreement, as settled by this Wages Board.

NIGHT WORK.

(12) (a) Night-shift work is work other than overtime work done between the hours of 6 p.m. and 8 a.m.

(b) The hours of duty for night-shift workers shall not exceed 44 per week, to be worked within ten hours a shift on Monday to Friday inclusive, provided that for machine compositors on night shift the hours of duty shall not exceed 42 per week.

(c) The hours of commencing and finishing duty on each shift, of all employees on night shift or unusual shift, shall be arranged between each particular employer and his employees, and in default of such agreement, as settled by this Wages Board.

(d) A female employee or an employee under seventeen years of age shall not perform night-shift work.

(e) On any day when the hours of any night shift overlap the day-shift hours, the night-shift hours shall be observed, and the night-shift wage shall be paid for such day.

OVERTIME.

(13) (a) All overtime rates earned by an employee 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.

(b) All duty performed by timeworkers in excess of or outside the hours mentioned in clauses (11) or (12) hereof, or in excess of the hours of a shift, shall be overtime, and shall be paid for at the rate of time and a half for the first three hours and double time thereafter.

(c) All duty performed by pieceworkers in excess of or outside the hours mentioned in clauses (11) or (12) hereof, or in excess of the hours of a shift, shall be overtime, and shall be paid for at the rate of rate and a half for the first three hours and double rate thereafter.

(d) (i) Where a weekly timeworker works on any day of his annual leave or on any public holiday mentioned in clause (6) hereof when he is entitled to be away from his employment, he shall be paid therefor at not less per hour than the hourly rate of his weekly wage, in addition to the weekly wage, and shall be given not less than four hours' work, or pay equivalent thereto.

(ii) Where a weekly piece worker works on any such day of annual leave, or on any such public holiday, he shall be paid therefor one day's pay of the corresponding timeworker, and the usual piecework rate or rates for work done by him. He shall also be provided with at least four hours' work, and in the event of insufficient piecework being provided to keep him continuously employed for such four hours he shall be paid for any non-working time at the timeworker's ordinary hourly rate.

(iii) Should a weekly timeworker, or weekly pieceworker, who has worked on a holiday within the hours of his ordinary working day, work on such holiday before the ordinary hour of commencing work or after the ordinary hour of finishing work, he shall be paid double the ordinary timework rate or double the ordinary piecework rate, as the case may be, for the hours worked before the ordinary hour of commencing work or after the ordinary hour of finishing work.

(iv) This sub-clause (d) shall, with the necessary changes, be read to apply equally to a night worker as to a day worker.

(e) (i) Double time or double rate shall be paid for all work done on Saturday afternoon, and (with a minimum of four hours' work or pay equivalent thereto) on Sunday.

(ii) Where the hours of the ordinary working week are worked within five days any work done on the sixth day shall be paid for at time and a half or rate and a half for the first four hours worked before noon and at double time or double rate thereafter.

(iii) Where the hours of the ordinary working week are worked within five night shifts, any work done on the sixth night shift shall be paid for at double time or double rate.

(f) An employee, if called upon to work overtime in excess of one hour after the usual finishing time of any shift, shall be paid for two hours' work at overtime rates at the least. Where notice of overtime in excess of one hour has not been given to an adult male employee during the previous shift, or where notice of overtime has been given to him, but overtime has not been worked, 2s. shall be paid as an allowance for tea money. The same allowance shall be made for each meal reasonably occurring during such overtime work. Where any junior, apprentice or female is required to work overtime, or is given notice of overtime and such overtime is not worked, 1s. shall be paid as an allowance for tea money. The same allowance shall be made for each meal reasonably occurring during such overtime work.

(g) (i) Any employee required to work more than six consecutive shifts without a clear interval of 36 hours after the sixth shift shall be paid double rates for all work performed by him after the sixth shift until he shall have had such clear interval of 36 hours between shifts.

(ii) An employee who during the course of a week's work is transferred from day shift to night shift, or from night shift to day shift, shall be allowed at least a ten-hours' break between the time of finishing his day shift and the time of commencing his night shift or from the time of finishing his night shift and the time of commencing his day shift, as the case may be. If such ten hours' break is not allowed, the employee shall be paid overtime rates for the shift immediately following the change.

(h) No employee under 16 years of age shall be employed on overtime. No employee under 17 years of age, nor any female, shall be on duty in any event before 8 a.m. or later than 9 p.m. on any working day, subject to clauses (10) and (11) (a) hereof.

(i) An employer shall not require or permit any female employee to work overtime after 6 p.m. unless at least one other female person is working with her.

(j) An employer shall not require or permit an employee to work overtime or on night shift in connexion with power-driven machinery unless he works in company with at least one other person.

(k) One hour's time at the least, in addition to the actual time worked and/or the time the employee is required to stand by for work shall be paid for as a "call" to any employee brought in to do any work not in the ordinary working hours, such to be paid for at the rate of time and a half or rate and a half, except on Saturday afternoon, and on Sunday, when double time or double rates shall be paid.

EMPLOYEE MISSING USUAL CONVEYANCE.

(14) Whenever the finishing time of any employee working overtime or working on any temporary night shift is such as to cause him to miss the usual means of conveyance home, he shall be conveyed home in a suitable manner, without delay, at the expense of the employer.

MEAL PERIOD.

(15) (a) The minimum time allowance for meals shall be three-quarters of an hour, and the maximum allowance one hour. Provided that an employer and a majority of not less than three-fourths of his employees may agree to a reduced period, but not less than half an hour.

(b) No employee shall be compelled to break shift except for meals, and no shift shall exceed five hours without a break for meals.

(c) Where an employee is required to work during his usual meal period he shall be paid one-half extra on the hourly rate of his weekly wage for the time so worked, and be allowed his usual meal period as soon as it can be arranged.

(d) The lunch period of any employee shall be between the hours of noon and 2 p.m.

TERMS OF EMPLOYMENT AND SICK PAY.

(16) (a) No person shall be employed except as—

- (i) a weekly time-worker; or
- (ii) a weekly piece-worker; or
- (iii) a casual time-worker; or
- (iv) a casual piece-worker.

(b) A weekly time-worker, to become entitled to payment of a weekly wage, shall perform such work as the employer shall from time to time require on the days and during the hours usually worked by such employee.

(c) (i) A weekly timeworker not attending for duty shall lose his pay for the actual time lost unless he produces or forwards within twenty-eight hours of the commencement of such absence evidence or a message satisfactory to the employer that his non-attendance was due to personal ill-health necessitating such absence, but notwithstanding that he may be employed by different employers he shall not be entitled to payment for non-attendance on the ground of personal ill-health for more than 44 hours in each year. Such year shall begin on the 23rd February, 1942.

(ii) A weekly pieceworker shall be excused from presenting himself for employment at the proper time and place each day because of personal ill-health and shall be paid at the corresponding timeworker's wage for the period of ill-health in all respects as if during such period he had been a weekly timeworker employed on such days and during such hours as are usually worked by timeworkers upon any day shift, and he shall comply with and be subject to the conditions for time-workers prescribed in paragraph (i) hereof.

(iii) If an employer within 48 hours after the receipt by him of a written message sent by (or on behalf of) an absent employee, alleging that his absence is due to personal ill-health, fails to despatch or give to the employee a written notice that he does not accept the message as satisfactory evidence of the facts alleged by it, it shall be deemed to be prima facie evidence that the absence of the employee was due to personal ill-health.

(iv) If an employer within 48 hours after the receipt by him of such message despatches, or gives to the employee a written notice that he does not accept such message as satisfactory evidence of personal ill-health, but requires further evidence, the employee must within a reasonable time furnish such further evidence. If the employer requires the employee to obtain a medical certificate or other proof of personal ill-health, he shall pay or refund any fee and incidental expenses necessarily paid or incurred by the employee. The employee shall submit to medical examination at the employer's expense if so required, and shall not obstruct or interfere with inquiries deemed to be necessary by the employer.

(v) If an employer rejects a claim for sick pay this Wages Board shall have power, upon application by the Printing Industry Employees Union of Australia, or by the employee concerned, to hear such claim, and to make such order thereon as it thinks appropriate; and the employee, if required to attend this Wages Board on the hearing of his claim, shall, if his claim succeeds, but not otherwise, be entitled to be paid by the employer for the time of his attendance, if a timeworker, at his usual rate, or if a pieceworker, at the corresponding timeworker's rate.

(vi) In any case where the period of 48 hours referred to in paragraphs (iii) and (iv) hereof expires after the finish of the last working day in the calendar week, or on a public holiday, the period shall be deemed to extend to noon of the next ordinary working day, and in any case where illness commences after the finish of such last working day the said period of 48 hours shall be deemed to commence at the starting hour of the next ordinary working day.

(vii) A weekly employee shall not be entitled to the sick pay benefits of this clause until he has worked in the employment of his employer for a period of three working weeks.

(d) A weekly pieceworker is a pieceworker engaged as a weekly employee. The following conditions apply to the employment of a weekly pieceworker:—

(i) On each working day or night of the week he shall present himself for employment at the usual time for beginning work at the place of business of the employer unless informed before leaving work by the employer that his attendance on any day or any night is not required.

(ii) If he has not been informed as provided in the foregoing paragraph, and actually presents himself on any such day or any such night he shall receive not less than four hours' continuous employment or be paid for such four hours (or any part of such four hours as would be non-working time) at the appropriate rate for a timeworker. Provided that a weekly pieceworker on day work working on a Saturday shall receive not less than three hours' work or be paid for such three hours (or any part of such three hours as would be non-working time) at the rate aforesaid, and his shift shall finish not later than noon.

(iii) (1) The provisions of this paragraph (iii) shall have full force and effect notwithstanding anything contained in this Determination, or in the Schedule thereto.

(2) In this paragraph the words "the corresponding timeworker" mean—

(a) As to an adult male, as defined by clause (34) (d) hereof—an adult male weekly timeworker employed in the same calling as the weekly pieceworker who is concerned;

(b) As to an adult female, as defined by clause (34) (d) hereof—an adult female weekly timeworker employed in the same calling as the weekly pieceworker who is concerned; and

(c) As to a male junior—a male junior weekly timeworker of the same age employed in the same calling as the weekly pieceworker who is concerned; and

(d) As to a female junior or any female of less than five years' experience—a female junior weekly timeworker of corresponding experience employed in the same calling as the weekly pieceworker concerned.

(3) For any week in which he has worked the full hours of duty, the weekly pieceworker shall be paid at least the corresponding timeworkers' wage.

(4) For any week in which, though he has complied with the provisions of paragraph (i) hereof, he is not required to work the full hours of duty, he shall be paid for that week the corresponding timeworkers' wage.

(5) If in any week there occurs a public holiday, as provided in clause (6) hereof, upon which the weekly pieceworker is not required to work, he shall be paid, in addition to his aggregate piecework earnings for that week, a sum equivalent to that paid to the corresponding timeworker for such public holiday.

(iv) Notwithstanding anything in this Determination contained, lateness shall not, except as in this condition provided, affect the right of a pieceworker to the benefits of this sub-clause (d). A pieceworker's earnings shall not be subjected to deduction for lateness or lost time unless such lateness or lost time would cause an employer to make a payment which he otherwise would not be required to make. Subject to this condition, where a pieceworker is late or loses time on any day he shall be subject only to such a deduction from any moneys due to him as is proportionate to the time actually lost by him.

(e) (i) The employment of a weekly timeworker or pieceworker may be terminated by a week's notice on either side or by the employer at his option by payment of a week's wages in lieu of notice, and such notice may be given on any day of the week to take effect one week after the day on which it is given. This shall not affect the right of the employer to dismiss any employee without notice for malingering, inefficiency, neglect of duty or misconduct, and in such case wages shall be paid up to the time of dismissal only, or to deduct payment for any day the employee cannot usefully be employed because of any strike of the Printing Industry Employees Union of Australia, or any other union, or through any breakdown of machinery or any stoppage of work for any cause for which the employer cannot be held responsible.

Provided always that the notice referred to in this paragraph shall not be given so as to take effect concurrently with any constant service leave to which the employee may be entitled, and such notice or payment in lieu of notice shall be additional to any bonus payable to the employee under clause (7) of this Determination.

(ii) In the event of work being temporarily stopped by a breakdown of machinery, or by any cause for which the employer cannot be held responsible, and the employee has lost at least two days' pay the employee, whether a weekly time-worker or weekly piece-worker, may inform the employer of his intention to terminate his employment, whereupon the employment shall be terminated without the employee being required to give the week's notice mentioned in paragraph (i) hereof, and he shall be paid such moneys as are due to him under this Determination.

(f) Where a weekly pieceworker gives or receives a week's notice of the termination of his employment, he shall during the week that such notice runs, be given the same amount of piecework as it has been customary for him to perform during the period of his engagement.

(g) If an employee's services be terminated during the course of the week, he shall be paid all money due to him at the termination of his service, or all money due to such employee shall be forwarded to him by post within 24 hours thereafter. Without prejudice to his liability to legal proceedings in respect of such non-observance, an employer not observing this provision shall pay such employee an extra full day's pay for each day after the employer's usual pay day upon which he applies at the employer's place of business for payment of the amount due to him, and does not receive it.

CASUAL EMPLOYEES.

(17) (a) An employer when engaging a person for casual employment shall inform him then and there that he is to be employed as a casual. Except where this is done the employee shall be a weekly time-worker or weekly pieceworker. A casual employee, after two weeks of continuous employment as a casual employee, shall become a weekly time worker or weekly pieceworker.

(b) If a casual employee commences duty on any day, or is directed to attend for duty and actually attends on any day, such employee, if a timeworker, shall in respect of such day be paid at the rate herein provided and for six hours (either day or night) at the least, except on Saturday, when he shall be paid for three hours at the least, and if a pieceworker, shall, in respect of such day, be given four hours' work at the least, or paid for four hours (or any part of such four hours as would be non-working time) at the appropriate rate for a time worker, except on Saturday, when he shall be given three hours' work at the least or paid for three hours (or any part of such three hours as would be non-working time) at the corresponding time-worker's rate.

(c) A casual employee, whether working at piecework or timework and whether working on day or night shift, shall be paid for such work the piecework rate or the hourly rate prescribed for such work, with the addition of 12½ per cent.

(d) A casual employee, when working overtime shall have his rate of pay as a casual employee increased by the same proportion (e.g., one-half, or double as the case may be) as the weekly worker's rate applicable to the class of work done by the casual employees directed to be increased under this Determination for work done on overtime, with the addition of 12½ per cent.

PROBATIONERS ON SLUG-CASTING OR TYPE-CASTING MACHINES.

(18) An employer shall not employ any employee as a probationer on the keyboard of a slug-casting or type-casting machine unless such employee is a compositor who has served a full term of apprenticeship, or is an apprentice who has served three years' apprenticeship as a compositor.

MIXED FUNCTIONS.

(19) Where during any day a timeworker or pieceworker is employed on work requiring the performance of functions involving different rates of wages prescribed by this Determination, the minimum rate of wage to be paid to the employee for that day shall be calculated as if the employee performed such only of the said functions as involved the highest rate of wage.

PIECEWORK.

(20) (a) Without prejudice to the rights of a weekly pieceworker under clause (16) (d) hereof no piecework shall be performed by any employee other than in respect of work done in connexion with machine composition.

(b) The minimum piecework rates payable to an employee by an employer shall be the rates prescribed in the schedule to this Determination.

The schedule hereinbefore mentioned is hereby incorporated in this Determination.

(c) No undue advantage shall be given to one pieceworker over another. This provision applies to the quantity and to the classes or quality of work to be supplied to the employee.

(d) When pieceworkers are kept waiting for work or any materials, all waiting time shall be totalled up when the day's work is finished, and paid for at not less than the corresponding timeworker's rate. A pieceworker shall be deemed to be waiting for work unless directed not to remain on the employer's premises for work.

WAGES AND PAY DAY.

(21) (a) Subject to clause (16) (e) hereof, an employee shall be paid his wages on Thursday or Friday in each week, and not more than two days' pay shall be kept in hand by the employer.

(b) Notwithstanding anything to the contrary contained herein, an employer shall not be required to pay to an employee any amount which is in dispute as sick pay (should the employee become entitled to the sick pay claimed) until the pay day of the pay week following the pay week in which the claim for sick pay was made to the employer.

WORK NOT TO BE TAKEN OFF EMPLOYER'S PREMISES.

(22) No work shall be taken off the employer's premises to be executed by any employee.

TIME BOOK.

(23) (a) Each employer shall keep a time and wages book, correctly and fully written in ink, showing the name of each employee, and his occupation, the hours worked (including overtime) each day or night, and in respect of waiting time paid for under clause (20) (d) hereof the time of the commencement and the ending of each period of waiting time, and the wages, overtime and allowance paid each week: provided that the employer may at his option use a mechanical clock in lieu of a time book for the purpose of recording the time of each employee. The book, or, when a clock is installed, the time cards, shall be open for inspection by a duly accredited official of the Printing Industry Employees Union of Australia, or of the employer's employees, during the usual office hours at the office or other convenient place. The inspecting official shall be entitled to take and carry away a copy of any entry in such book or time card, and may in any relevant proceeding tender such copies in evidence. Every book or time card kept or made under this clause shall for at least twelve months after the making of any record thereon be kept by the employer at his place of business and shall be there open for inspection under this clause.

(b) The employer shall also keep for inspection a record of the age of each male junior and the age and experience of each female junior.

(c) Twenty-four hours' notice of the intention to inspect the time book shall be given to the employer whose book is to be inspected.

AUTHORIZED PERSON MAY ENTER FACTORY.

- (24) (a) (1) The secretary-treasurer of the Printing Industry Employees Union of Australia, and
 (2) The secretary of the appropriate branch or sub-branch thereof of the said union, or
 (3) An officer of the appropriate branch or sub-branch thereof of the said union accredited in writing by the secretary of the branch

shall have power to enter and inspect during working hours any part of a printing factory or workshop in which any piece-work operation is being carried on, and to interview the employees in regard to piece-work rates and conditions of employment.

(b) At least four hours' notice shall be given to the employer or his representative by any such person or persons prior to his or their actual going on the premises, and the employer shall be notified of his or their arrival, and he or his representative shall be entitled to accompany any such person or persons, and shall provide access to the wages book and time sheet and records of any piecework employee. Upon request of the said person the employer or his representative shall produce any work or part of any work done or in the course of being done by a piecework employee. The work and duties of the employees shall be interfered with as little as possible by any such person.

UNION OFFICIAL VISITING FACTORY.

(25) Duly accredited representatives of the Printing Industry Employees Union of Australia shall have the right to enter employers' working establishments during the midday meal time for the purpose of interviewing employees on legitimate union business, on the following conditions:—

- (a) That the representative produces his authority to the employer or his representative.
 (b) That the representative interviews employees only at places where they are taking their meals.
 (c) That not more than two such representatives shall at any one time visit or be in any one working establishment, and if there are two representatives they shall both be there at the same time.
 (d) That if a working establishment shall have been visited by any such representative during a week it shall not be visited afterwards during the same week by any such representative.
 (e) That if any employer alleges that a representative is unduly interfering with his working establishment, or is creating disaffection amongst his employees, or is offensive in his methods, or is committing a breach of any of the previous conditions, such employer may refuse the right of entry, but the said union shall have the right to bring such refusal before this Wages Board which may thereupon rescind or otherwise deal with such refusal.

UNION DELEGATE.

(26) Not more than two delegates, chosen by and from the employees of an employer, shall be allowed the necessary time in working hours to interview the employer or his representative for the purpose of submitting grievances. If the members so chosen be piece-workers they shall be paid for such time the time-worker's wage in their branch of the industry.

SEATING PROVISION.

(27) (a) Any male employee whose work requires him to be seated shall be provided with a reasonably comfortable seat.
(b) Any female employee whose work permits of her being seated or requires her to be seated shall be provided with a reasonably comfortable seat.

DETERMINATION, ETC., TO BE POSTED.

(28) A copy of this Determination shall be kept posted in a prominent place in each workroom where it may be read by employees. The Printing Industry Employees Union of Australia shall be permitted to post notices as to union meetings on a board at each establishment in a reasonable manner.

HEALTH NOTICES.

(29) Notices containing advice for the preservation of the health and protection of workmen, if provided by the Printing Industry Employees Union of Australia, shall be kept prominently posted and displayed in all workrooms by the employer.

APPRENTICES.

(30) (a) A beginner shall be apprenticed to learn and shall be fully and thoroughly taught and instructed by the employer in one, but not more than one, of the following branches of the printing industry:—

- (i) Hand composition.
- (ii) Hand and machine composition with instruction in the mechanism of slug-casting or type-casting machines.
- (iii) Stereotyping and/or electrotyping.
- (iv) Bookbinding and/or guillotine machine operating.
- (v) Bookbinding and/or edge gilding.
- (vi) Paper ruling and/or guillotine machine operating.
- (vii) Letterpress printing.
- (viii) Lithographic art and/or lithographic camera operating.
- (ix) Lithographic camera operating and/or lithographic plate making.
- (x) Lithographic plate making and lithographic printing.

(b) In connexion with any branch of the industry in respect of which provision is made for apprenticeship, no employer shall engage any male persons under the age of 21 years, or continue the employment of any such male person engaged but not indentured before the commencement of this Determination (subject to sub-clause (c) (ii) hereof), except as an apprentice or probationer for apprenticeship (provided that the period of such probation shall not exceed six months from the engagement of such male person, and that such person shall not at any time during his probation be more than eighteen years of age).

Nothing in this sub-clause shall affect the employment of boys in such work as going messages, sweeping-up, and cleaning or feeding printing machines.

(c) Except as provided in this sub-clause, a boy shall be indentured for a period of six years, in which period shall be included his period of probation (if any). A boy sixteen years of age or over at the date of his indenture shall be indentured for five years in which period shall be included his period of probation (if any). A boy above the age of eighteen years shall not be indentured without the consent of the Wages Board, and shall not be employed as a probationer. The wages of a boy indentured for five years' apprenticeship, or employed as a probationer for such apprenticeship, shall be calculated as if immediately before commencing his period of probation or of apprenticeship (if he has had no period of probation) he had completed his first year of apprenticeship. The duties of an apprentice shall be so arranged by the employer that as the apprentice progresses in knowledge and skill, his duties shall be varied and he shall from time to time be placed on higher or more skilled work.

(d) (i) The maximum proportion of apprentices shall be as follows:—In the composing, stereotyping and/or electrotyping, bookbinding and/or guillotine machine operating, paper ruling, edge-gilding, letterpress printing, or lithographic printing departments, where one or more skilled adults are permanently employed at full rates as prescribed in this Determination, one apprentice or boy working on probation as hereinbefore provided may be employed (subject to paragraph (1) hereof) to every three or fraction of three skilled adult employees permanently employed in such department.

(ii) A member of an employer's family, not an apprentice, if under 21 years of age, shall be regarded as an apprentice for the purpose of this clause if working in any department where not more than three skilled adults are employed. Where more than three skilled adults are permanently employed in any department one non-apprentice member of an employers' family may be employed in that department. Employer, for the purposes of this paragraph, means a proprietor, partner, or director.

(iii) In this sub-clause "permanently employed" means continuously employed for a period of not less than six calendar months.

BRONZING OR DUSTING-OFF.

(31) (a) Bronzing and dusting-off by machine shall not be done except under such conditions as to prevent, as far as practicable, the escape of dust into the air of any occupied room.

(b) Bronzing or dusting-off by hand shall not be done except in connexion with—

- (i) An efficient exhaust draught which effectively carries away bronze dust in the atmosphere; or
- (ii) An appliance or within a structure of canvas, wood, or other suitable material so constructed as to prevent, as far as practicable, the escape of dust into any occupied room.
- (iii) The foregoing conditions shall not be enforced where bronzing or dusting-off is not done in any workroom for more than two hours in any one day.

(c) There shall be provided—

- (i) Suitable overalls and head coverings for all persons engaged in bronzing or dusting-off, which shall be washed or otherwise effectively cleansed at least once every week when in use.
- (ii) For all persons engaged in bronzing or dusting-off or in feeding a bronzing machine, a suitable place or places for clothing put off during working hours.

(d) Every person employed in bronzing or dusting-off, or in feeding a bronzing machine, shall—

- (i) wash the face and hands before partaking of any food or leaving the premises;
- (ii) wear the overalls and head coverings supplied as provided herein;
- (iii) deposit clothing put off during working hours in the place or places provided in pursuance of these regulations.

(e) Where bronzing or dusting-off or feeding a bronzing machine is regularly done there shall be provided and maintained in a clean state and in good repair for the use of all persons employed in bronzing or dusting-off or in feeding a bronzing machine, a lavatory with a sufficient supply of clean towels and soap and nail brushes, and having a supply of hot and cold water.

(f) Where bronzing or dusting-off is not done regularly, a reasonable supply of hot water shall be available for each person engaged in bronzing or dusting-off.

(g) Any person employed in bronzing by hand or dusting-off by hand, shall be paid 6d. an hour, in addition to any other money payable under this Determination.

(h) Where the bronzing surface does not exceed in size large post octavo, females may be employed at bronzing or dusting-off for a period not exceeding two hours in any one day, but except under such conditions an employer shall not require or permit any female employee to do bronzing or dusting-off work.

(i) A female shall not feed a bronzing machine.

(j) Each person shall be supplied free of charge by the employer with milk each morning and each afternoon where employed in bronzing or dusting-off by hand for two hours or more in any morning or afternoon period.

HEALTH PROVISIONS.

- (32) (a) Type metal or type metal shavings shall not be permitted to accumulate on the floor or in the vicinity of slug-casting or type casting machines or on the floor of the stereotyping and/or electrotyping departments.
- (b) Dry cleaning shall not be permitted or carried out in any printing factory, workshop, or place. All establishments and workshops shall be efficiently ventilated.
- (c) The employer shall provide a suitable place for employees to wash their hands.
- (d) Proper facilities shall be provided by the employer so that the clothing of employees taken off during working hours may be protected from the dust of the workroom.
- (e) All metal pots, other than those electrically heated, shall be provided with proper and suitable hoods, which shall be so fitted that all fumes and heavy gases are sucked off and conducted into the open air.
- (f) The melting down of linotype or stereotype or like metal, or the cleaning of linotype plungers, shall be done away from the workrooms, or, where this is not practicable, shall be done in such a manner as to cause the fumes or dust to be carried away from the workroom into the open air.
- (g) Where artificial light is in use, effective shades shall be provided by the employer to prevent eye strain. Artificial light shall be so situated as to enable the employee to work without unnecessary strain to the eyes.

FIRST-AID CHEST.

(33) The employer shall provide a first-aid chest, which shall be a suitable dustproof receptacle, made of either metal or wood, for the use of the employees, in some accessible place. Such chest shall be equipped and supplied with the following articles, namely:—

Article.	Quantities to be Kept in Ambulance Chest in—	
	Factories and Workshops in which not more than 30 Persons are Employed.	Any factory or Workshop in which more than 30 Persons are Employed.
Antiseptic solution	1 bottle	1 bottle
Bandages, cotton and gauze	½ doz. assorted sizes	1 doz. assorted sizes
Castor oil	½ ounce	2 ounces
Iodine, tincture of	1 ounce	2 ounces
Manual, First-aid
Petrolatum, carbolized	1 jar	1 jar
Picric acid solution, made according to the following recipe or prescription:— 1 teaspoonful of powdered picric acid, 3 ounces of absolute alcohol, and 2 pints of distilled water
Pins, safety	1 packet	1 packet
Sal-volatile	1 ounce	6 ounces
Scissors	1 pair	1 pair
Tourniquet	1	1
Tweezers	1 pair	1 pair
Cotton, absorbent
Gauze, sterilized, plain
Lint, absorbent
Plaster adhesive
	An adequate assortment	An adequate assortment

INTERPRETATION OF THE DETERMINATION.

- (34) (a) A timeworker's hourly rate for any work for which a weekly rate is prescribed by this Determination shall be ascertained by dividing the weekly rate by the number of hours which constitute the employee's ordinary working week.
- (b) The word "factory" or the words "factory or workshop" shall include every room or place where work in respect of which a wage is prescribed by this Determination is carried out by employees.
- (c) A day's work shall mean work done between the usual hours of commencing and finishing work on any day or night shift, or any mixed day and night shift.
- (d) "Adult male" shall mean (1) any male employee over 21 years of age, or (2) any employee who has completed his period of apprenticeship but is under 21 years of age; and "adult female" shall mean (1) any female employee over 21 years of age, or (2) any female employee of any age who has had five years' experience in the industry.
- (e) A duly accredited or authorized official or person, member of the Printing Industry Employees Union of Australia, shall mean any officer or member of the said union or of the appropriate branch or sub-branch thereof who may be accredited in writing by the secretary-treasurer of the said union or by the appropriate branch secretary, and shall include the said secretary-treasurer and branch secretary. The words "branch secretary" shall mean the secretary of any State Branch of the said union.
- (f) A copy-holder, unless an apprentice to hand composition or hand and machine composition, shall not be entitled to do the work of reading, revising, checking, or correcting proofs.
- (g) "Lithography" and "lithographic" shall mean and refer to the trade of lithography and without limiting the meaning of such words shall include the lithographic processes known as photo-lithography, photo-lithographic, lithographic offset, photo offset, offset lithography, offset printing, metalithography, metalography, planeography, chromolithography, and dry lithography.
- (h) "Lithographic plate making" shall mean and refer without limiting the meaning of such words to that group of operations applied in the processing, preparation and production of lithographic metal printing plates (other than the operations of lithographic and/or photo lithographic art work, photo lithographic camera work and lithographic printing or machining) and shall include stone polishing and/or plate graining; manual, mechanical, and/or photo mechanical transferring (as defined in sub-clause (34) (i) hereof); plate coating, sensitising, developing, deep-etching, processing, rolling up, proving and preparing lithographic metal plates for lithographic printing.
- (i) "Lithographic transferring" shall mean and refer to the process of transferring an image or images upon lithographic metal plate and without limiting the meaning of such words shall include the operations of (a) lithographic manual transferring (including the operating of lithographic hand and power transfer presses); (b) lithographic mechanical transferring (including the operating of lithographic multi-transferring machines and/or lithographic duplicating presses); (c) photo lithographic photo-mechanical transferring (including the operating of photo-lithographic vacuum printing-down frames and/or photo-lithographic, photo composing, i.e., step and repeat, machines).

PERIODICAL ADJUSTMENT OF WAGES.

(35) (a) The wages rates set out in clause (2) are based upon the following basic wage and pursuant to the provisions of section 21 of the *Factories and Shops Act 1934*, this Board hereby determines that the rates for male adults and female adults shall each half year be automatically adjusted as prescribed in clause 35 (b).

BASIC WAGE.

Place.	Basic Wage for Adult Males.			Base Rate for Adult Females. (i.e. 54% of total Basic Wage for Males to nearest 6d.)	Index Number Set Assigned.
	Needs Basic Wage. (Adjustable).	Loading (Constant).	Total Basic Wage.		
Within the area to which this Determination applies ..	£ s. d. 5 0 0	£ s. d. 0 6 0	£ s. d. 5 6 0	£ s. d. 2 17 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

(35) (b) For the purposes of this Determination, the expression "Commonwealth Statistician's 'all items' 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.

(c) Until the beginning of the first pay period to commence in May, 1947, the amounts of the basic wage shall be as prescribed in clause 35 (a).

(d) During each future successive half-year period beginning with the first pay period to commence in a May, or a November, the amount of the needs basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's "all items" retail price index number for the six months ending March or September next preceding the half-year for which the adjustment is made by the factor .087 taken to one place of decimals, the resultant whole number being the amount of the basic wage expressed in shillings, but should the decimal number reach .5 or more the basic wage shall be taken to the next higher shilling.

(e) The wages for male juniors and apprentices and for female juniors shall be the undermentioned percentages of the contemporaneous basic wage and in addition thereto the constant loadings and additional amounts specified:—

	Percentage of Needs Basic Wage.	Constant Loading.	Additional Amounts.
MALE JUNIOR, NOT BEING AN APPRENTICE.			
	%	s. d.	s. d.
Under 15 years of age	22	0 6	1 0
Between 15 and 16 years of age	28	0 6	1 0
Between 16 and 17 years of age	35	1 0	1 6
Between 17 and 18 years of age	48	1 0	1 6
Between 18 and 19 years of age	60	1 6	2 0
Between 19 and 20 years of age	72	2 0	2 6
Between 20 and 21 years of age	85	2 0	3 0
APPRENTICE.			
First year	22	0 6	1 0
Second year	28	0 6	2 0
Third year	35	1 0	3 0
Fourth year	48	1 0	4 0
Fifth year	60	1 6	5 0
Sixth year	85	2 0	6 0
FEMALE JUNIOR.			
First year's experience	22	0 6	1 0
Second year's experience	26	0 6	1 6
Third year's experience	32	1 0	2 0
Fourth year's experience	38	1 0	2 6
Fifth year's experience	50	1 6	3 0

The rates prescribed for male juniors and apprentices and for female juniors shall be calculated to the nearest sixpence, any broken part of sixpence in the result not exceeding threepence to be disregarded.

(f) The weekly earnings of a pieceworker shall be increased or decreased in the following manner:—

At the end of each working week, the aggregate earnings of the pieceworker for such week shall be ascertained according to the piecework provisions of this determination, and where the pieceworker has worked on each and every day ordinarily worked in such week such aggregate earnings shall be increased or decreased by the sum of 1s. 1½d. for each shilling by which the basic wage has been increased or decreased in accordance with the foregoing provisions of this clause, but where the pieceworker has not worked on each and every day ordinarily worked in such week, then the aggregate earnings shall be increased or decreased by a part of such sum proportionate to the number of days worked calculated to the nearest penny.

(g) For the purpose of ascertaining the amount of any increase or decrease in the earnings of a piece-worker in accordance with the provisions of sub-clause (d) of this clause, the total basic wage prescribed shall be taken to have been £4 9s. per week.

SCHEDULE "A"—MACHINE COMPOSITION.

In addition to the piecework rates set out in this schedule a pieceworker shall be paid 19s. 1d. for each full week worked or a *pro rata* amount according to the time actually worked if less than a full week be worked.

PIECEWORK RATES FOR MACHINE COMPOSITION.

1. The piecework rate for machine composition shall be 5½d. per thousand ems, but where such work is done on a night shift the rate shall be 6½d. per thousand ems, and such piecework shall be done subject to the provisions of the Determination and of this schedule.

CAST-UP AND MINIMUM MULTIPLIER.

2. The cast-up shall be according to the point system, but the minimum multiplier for any line shall be 40, and the table of multipliers appended to this schedule shall be observed. A fraction of an en, if more than 5, shall count an en for the machine compositor, and if less shall not be counted. If it is 5, it shall count alternately for the house and the machine compositor.

LARGE TYPE.

3. Matter 13 ems and under 13 ems measure, composed in 10-point type, shall be charged ½d. per thousand ems extra, and all types above 10-point in size shall be charged ¼d. per thousand ems extra.

BORDERED MATTER.

4. Matter having a machine-set border attached to the slug, whether such border is formed of rules, letters, or otherwise, shall be paid for at double rate.

DIALECTS, ETC.

5. Matter set in dialectic English or in illiterate spelling, where such matter is of four lines or more, or where the dialectic English or illiterate spelling is recurrent through the matter, shall be paid at rate and a half.

FOREIGN LANGUAGES.

6. Matter set in any language other than English shall be paid for at double rate.

"TAKE" OF COPY.

7. Twelve lines of 16 ems measure, or their equivalent in wider measures, shall constitute a machine "take" of copy. Provided that the matter given out at any one time, whether referring to the same or different articles, shall constitute one "take".

TOP AND BOTTOM RULES.

8. The top and bottom rules of tables shall be paid for as distinct lines when set or required to be inserted by the machine compositor, but cross rules in the body of a table, when set or required to be inserted by the machine compositor, are reckoned in the depth.

COLUMN OR TABULAR MATTER.

9. Column or tabular matter cast on one bar shall be charged:—Two columns (two justifications or arrangements), rate and a third; three columns, rate and a half; four or more columns, double rate. The above rates shall be paid whether the matter is with or without headings or rules. Where there are more than four columns, the machine compositor shall have the option to set the matter at the machine compositor's time-rate with the addition of 12½ per cent.

HEADINGS.

10. Column or tabular matter with headings in smaller type than the body shall be cast-up at the value of each body.

SMALL CAPITALS, ITALICS OR SORTS NOT ON KEYBOARD.

11. (a) For small capitals, italics, clarendon or other faces and sorts of type or characters of any kind, not on the keyboard but fed in by hand, one line extra shall be allowed for each word of six letters or less and two lines extra for each word of more than six letters.

(b) Where intermittent words are set on the keyboard in such faces and sorts, one line extra shall be paid for each line containing such words, excepting small capitals, which shall be paid one line extra for each word. When double letter matrices are used, and matter is set up on the upper tier or by the two-letter or leaf attachment for elevator head elevation, such matter up to 25 continuous lines shall be paid at rate and a half, and all matter beyond 25 continuous lines shall be paid at rate and a quarter.

RUN-ON LISTS AND SIMILAR MATTER.

12. Run-on subscription lists, share lists, land sales, wool sales, show-prize lists, cargo lists, tennis results, egg-laying competition results, pawnbrokers' advertisements, balance-sheets, University or other school lists (other than those which are figures only), cricket scores, rifle scores, quoit scores, mining and market reports, racing weights, racing results and similar matter, shall be paid for at rate and a half. University and other school lists and examination results, consisting of figures only, lottery results, consisting of figures only and other run-on figure matter, consisting of figures only, shall be paid for at double rate.

LEADERED MATTER.

13. All leadered matter, if leaders are ranged, and other leadered matter of 20 ems measure or over, shall be paid for at rate and a third.

INDENTED MATTER.

14. All matter set to 13 ems measure or less in 8-point or over, indented one or more ems each end or two ems or over on one end shall be paid for at rate and a half.

HOUSE MARKS—AUTHOR'S PROOFS.

15. (a) Alterations from copy to the first proof shall be paid for at double rate. House marks or author's proofs shall be paid for at double rate, but twelve lines shall be the minimum charge. New matter or additions to copy shall be paid for at the ordinary rate if exceeding twelve consecutive lines.

(b) When an author's proof contains matter to be set in various measures, and the appropriate matter for one measure is intermixed with that of other measures necessitating the proof and/or copy being traversed three or more times before being completed, the charge shall be increased by one-third except where the matter makes nine lines or less.

(c) The House shall be entitled to correct all author's proofs or revise on time.

CORRECTION OF PROOFS ON TIME.

16. The House may at any time, in its discretion, correct proofs on time and deduct from the machine compositor the number of lines requiring alteration. The machine compositor shall have the opportunity of seeing proofs containing any correction charged against him.

SLUGGING, ETC.

17. The insertion of all display or corrected slugs, cutting, fitting or whiting, shall be done by the House.

WHITE LINES, ETC., INSERTED BY THE HOUSE.

18. The machine compositor shall not be paid for white lines, rules or other matter, inserted by the House, except where the same are set or are required by the House to be inserted as part of a "take."

MULTIPLE BAR MATTER TO BE LAID OUT BY THE HOUSE.

19. Where matter is set on two or more bars it shall be laid out by the House, but the machine compositor shall be responsible for any mistake made by him.

EXTRA CHARGE FOR MULTIPLE BAR MATTER.

20. Matter requiring two bars to complete one measure (not being tabular matter) shall be paid for at rate and a third; three bars rate and a half; four or more bars, double rate.

FULL LINES.

21. Each line cast by the machine shall be paid for as a full line, except when the vice jaw is reduced, when the full measure shall be charged for the first twenty lines only.

COPY TOO BIG FOR TRAY.

22. All matter set from copy (including books) that will not go on or cannot be folded or arranged to suit the copy tray, shall be paid for at rate and a third.

BAD OR INDISTINCT COPY.

23. Bad or indistinct copy, or copy written with an indelible pencil, or matter having to be transposed by the machine compositor (that is, matter which is not to be set up in the order in which it appears in the copy), shall be paid for at rate and a third.

CONTRACTIONS—EXTRA CHARGE.

24. Where the machine compositor has to make contractions, he shall be paid rate and a half for each line affected. This provision does not apply to ordinary recognized contractions such as St. for street, Rd. for road, Co. for Company, Ltd. for Limited, lb. for pound, oz. for ounce, &c. Further, this provision does not apply to work done on a directory or a telephone list.

DEFECTIVE MACHINES.

25. The correction of errors resulting from the defective working of the machine, and sunken letters, shall be paid for at double rates, provided that where a mechanic is employed on the shift, or some responsible person is present, his attention is called to the defect and he has failed to remedy the matter, but a machine compositor shall be entitled to this charge for all matter set up to the time when the defect was, or should reasonably have been observed by him.

LOWER MAGAZINE.

26. Where a machine compositor sets from a lower magazine from which the matrices assemble down a chute, the machine compositor may at his option do such work at the time rates for a machine compositor.

TIME-WORK.

27. A machine compositor, who may be temporarily required to do hand work on any day on which he is employed as a machine compositor, shall be paid therefor not less than the time rate for a machine compositor.

WAITING TIME.

28. Waiting time shall be paid for at the time rate for a machine compositor. All stoppages shall be cumulative, and shall be charged as waiting time, provided that such stoppages have not been caused by the fault of the machine compositor.

CHANGING MAGAZINE.

29. For changing magazine or mould in any slug-casting machine, the machine compositor shall be paid 5d., and for emptying or refilling magazine, 1s. 3d. In the case of a multi-magazine machine, or a machine of similar design, he shall be paid 1d. for each change, and 1d. for each return where the change and return of magazine is made by manipulation of handle or lever.

ATTENDING AND ADJUSTING.

30. On any shift a machine compositor on piece-work attending or adjusting one machine shall be paid 10s. per week extra, and for two or more machines 20s. per week extra. If the 10s. per week be not paid to a piece-worker, all mechanical troubles shall be rectified for him without delay, and he shall be paid for all time he is kept waiting at the time rate for a machine compositor.

LONG MEASURE.

31. Slugs of 26-ems pica measure and over set in 6-point or smaller type shall be paid ½d. per 1,000 ems in addition to the rate. Measures of 27-ems pica and over set in type larger than 6-point shall be paid ½d. per 1,000 ems in addition to the rate.

CHANGING MACHINE OR MAGAZINE.

32. If a machine is changed by order to a different type, the machine compositor shall not be required to change again to make corrections. Such corrections shall be done on a vacant machine if possible, but when they are done by another machine compositor, at the order of the House, one line shall be charged against the machine compositor who set the matter, and one line against the House for each line re-set.

INSTRUCTIONS.

33. Instructions shall be given to the machine compositor with the first "take" in each job.

CATCHLINES.

34. A piece-work machine compositor shall be paid for all catchlines when set by him.

FULL FOUNT OF MATRICES.

35. Each machine shall be provided with at least 25 space bands, and such a fount of matrices as will enable the machine compositor to do his work without delay.

CROSS RULES.

36. All cross rules when set by the machine compositor, whether in reading or advertisements, shall be paid for as separate lines.

TABLE OF MULTIPLIERS.

Measure. Pica ems.	Pearl or 5-point.	Agate or 5½-point.	Nonpareil or 6-point.	Minion or 7-point.	Brevier or 8-point.	Bourgeois or 9-point.	Long Primer or 10-point.	Small Pica or 11-point.	Pica or 12-point.	English or 14-point.
6	40	40	40	40	40	40	40	40	40	40
7	40	40	40	40	40	40	40	40	40	40
8	40	40	40	40	40	40	40	40	40	40
9	43	40	40	40	40	40	40	40	40	40
10	48	44	40	40	40	40	40	40	40	40
11	53	48	44	40	40	40	40	40	40	40
12	58	52	48	41	40	40	40	40	40	40
13	62	57	52	45	40	40	40	40	40	40
14	67	61	56	48	42	40	40	40	40	40
15	72	65	60	51	45	40	40	40	40	40
16	77	70	64	55	48	43	40	40	40	40
17	82	74	68	58	51	45	41	40	40	40
18	86	79	72	62	54	48	43	40	40	40
19	91	83	76	65	57	51	46	41	40	40
20	96	87	80	69	60	53	48	44	40	40
21	101	92	84	72	63	56	50	46	42	40
22	106	96	88	75	66	59	53	48	44	40
23	110	100	92	79	69	61	55	50	46	40
24	115	105	96	82	72	64	58	52	48	41
25	120	109	100	86	75	67	60	55	50	43
26	125	113	104	89	78	69	62	57	52	45
27	130	118	108	93	81	72	65	59	54	46
28	134	122	112	96	84	75	67	61	56	48
29	139	127	116	99	87	77	70	63	58	50
30	144	131	120	103	90	80	72	65	60	51

A. V. BARNES, J.P., Chairman.

J. W. RYAN, Secretary.

Melbourne, 10th January, 1947.



VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 161]

MONDAY, FEBRUARY 24.

[1947

Factories and Shops Acts.

DETERMINATION OF THE FIBROUS PLASTERERS BOARD.

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

(ii.) Fibrous Plastering was proclaimed on 17th February, 1937, as an Apprenticeship Trade under the *Apprenticeship Act 1928* for the Metropolitan District.

Full particulars of the *Apprenticeship Regulations* for this trade may be obtained on application to the Secretary, *Apprenticeship Commission, Melbourne.* (Price 3d.)

IN accordance with the provisions of the Factories and Shops Acts the Wages Board which since the 14th April, 1937, has had the power to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the process, trade or business of—

- (a) manufacturing fibrous plaster, or making architectural ornaments of fibrous plaster, plaster, or cement;
- (b) fixing fibrous plaster on walls or ceilings of buildings;
- (c) architectural modelling;
- (d) preparing material for or making or fixing acoustic tiles moulded into slab form, and having an earth base;
- (e) manufacturing gypsum plaster board;
- (f) fixing gypsum plaster board on walls or ceilings of buildings."

has made the following Determination, namely:—

A. That as from the beginning of the first pay period to commence on or after the 1st December, 1946, the last previous Determination for this Board shall be revoked and replaced by this Determination.

PART I.

B. This Part applies to persons employed wholly inside the employer's factory or workroom:—

- (a) manufacturing fibrous plaster, or making architectural ornaments of fibrous plaster, plaster, or cement;
- (b) architectural modelling;
- (c) preparing material for or making acoustic tiles moulded into slab form, and having an earth base;
- (d) manufacturing gypsum plaster board; or,
- (e) assisting at any of the operations mentioned in (a), (b), (c), or (d) hereof.

1.

WAGES.

* Apprentices.					Improvers.				
WAGES PER WEEK OF 44 HOURS.					WAGES PER WEEK OF 44 HOURS.				
	Adjustable Rate. A.	Holiday Allowance. B.	Emergency Loading (Non-adjustable).	Total Weekly Wage.		Adjustable Rate. A.	Holiday Allowance. B.	Emergency Loading (Non-adjustable).	Total Weekly Wage.
	s. d.	s. d.	s. d.	s. d.		s. d.	s. d.	s. d.	s. d.
1st year's experience	26 0	0 9	0 9	27 6	Under 17 years of age	26 0	0 9	0 9	27 6
2nd " " "	30 3	1 1	1 3	41 7	17 years of age	30 3	1 1	1 3	41 7
3rd " " "	51 9	1 5	1 6	54 8	18 " " "	51 9	1 5	1 6	54 8
4th " " "	66 0	1 11	1 9	69 8	19 " " "	66 0	1 11	1 9	69 8
5th " " "	79 0	2 3	2 3	83 6	20 " " "	79 0	2 3	2 3	83 6

and thereafter the minimum wage:

PROPORTION (by any employer).

One apprentice to every three or fraction of three workers receiving not less than 117s. 3d. per week of 44 hours.

PROPORTION (by any employer).

- (i) Preparing material for or making or fixing acoustic tiles moulded into slab form and having an earth base—
One improver to every three workers receiving not less than 148s. 8d. per week of 44 hours.
- (ii) Any other class of work—
One improver to every six workers receiving not less than 148s. 8d. per week of 44 hours.

No person under the age of 18 years shall be employed on a single bench in the manufacture of plain fibrous plaster sheeting unless in association with a person over 18 years of age.

No person under the age of eighteen years shall be employed operating a hemp teasing machine in a fibrous plaster mill.

No person under the age 18 years shall be employed with only one adult worker in the process of lifting or fixing panelling or sheeting having an area of 4 square yards or more.

(a) Except those covered by the *Apprenticeship Act 1928*.

(b) The Board has determined that no person shall be taken as an apprentice in connexion with preparing material for or making or fixing acoustic tiles moulded into slab form and having an earth base.

OTHER EMPLOYEES.	WAGES PER WEEK OF 44 HOURS.			
	Adjustable Rate.	Holiday Allowance.	Emergency Loading (Non-adjustable).	Total Weekly Wage.
	A.	B.		
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
Persons engaged in architectural modelling or manufacturing architectural ornaments of fibrous plaster, plaster or cement, or manufacturing fibrous plaster or gypsum plaster board	138 8	4 0	6 0	148 8
Persons engaged in preparing material for or making acoustic tiles moulded into slab form and having an earth base	111 0	3 3	3 0	117 3
All others				

EXTRA RATES.

2. *(a)* Foremen, i.e., employees in charge of work and who issue instructions to four or more men under them shall be paid as above with 6s. per week additional.

(b) Employees { *(i)* Demolishing old ceilings, or } shall, whilst employed at either class of work
 { *(ii)* Erecting new ceilings on sites of old ceilings that have been demolished, or partly demolished or that collapse } have 3d. per square yard distributed equally between them, in addition to the ordinary rates.
 { *(iii)* Employees demolishing or partly demolishing old walls shall have 1d. per square yard distributed equally between them in addition to the ordinary rates.

PRO RATA PAYMENT.

3. Any person who works less than 44 hours in any week shall be paid not less than the ordinary wages rate calculated pro rata according to the number of hours worked.

TIME OF BEGINNING AND ENDING WORK.

4. The time of beginning and ending work shall be—

Time of Beginning.	Time of Ending.
8 a.m.	12 noon on Saturday.
8 a.m.	5 p.m. on the other working days of the week.

OVERTIME.

5. That the following rate shall be paid for all work done—

(a) Outside the hours fixed in clause 4 }
(b) Within the hours fixed in clause 4 in excess of 44 } Time and a half for the first two hours and thereafter double
 in any week } time.

SPECIAL RATES.

6. *(a)* Allowances, as per clause 1, columns B, shall be made in addition to the wages set out in clause 1, columns A, as compensation for time lost on prescribed holidays. Such allowances shall be paid proportionately to the number of hours worked per week.

(b) For all work done on Sundays and prescribed holidays employees shall be paid at the rate of double time.

The following are the prescribed holidays, viz. :—New Year's Day, Australia Day, Good Friday, Easter Monday, Anzac Day, Labour 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 double time shall only be payable for work done on the day so substituted.

REST PAUSE.

7. *(a)* There shall be a rest period of ten minutes from the time of ceasing to the time of resuming work between the hours of 9.30 a.m. and 11 a.m. without deduction of pay.

(b) The employer shall provide facilities to enable the employees to obtain an adequate supply of boiling water at meal times and rest periods.

ANNUAL LEAVE.

8. The annual holiday shall be as prescribed by the *Factories and Shops (Annual Holidays) Act 1946—No. 5111*, and any amendments which may be made thereto from time to time.

PAYMENT OF WAGES.

9. *(a)* Except in the case of persons employed outside a radius of 20 miles from the Flinders-street Railway Station, all payments of wages shall be made not later than five minutes after the time of ceasing work on Thursday. In the event of payment being made more than five minutes later than the time fixed above, the employee shall be paid all reasonable travelling expenses incurred and shall also receive payment at the prescribed rate for the time lost as a result of such delay in payment.

(b) Any employee whose service ends before pay time shall be paid at or before the time of its ending or by post or otherwise within 24 hours thereafter, provided that an employee who is entitled to a half-hour at ordinary rates in accordance with clause 14 shall be paid at the commencement of such half-hour. If wages are not paid in accordance with this provision an employee shall be paid as for ordinary working hours at the ordinary rate fixed in this Determination from the expiration of the said 24 hours until the wages are paid to the employee or his order or posted to his last known address.

PAYMENT WHEN REQUESTED TO ATTEND FOR ENGAGEMENT.

10. Any employee who has presented himself for work, as requested by the employer or his responsible representative, shall—
(a) If not engaged, be paid a sum equal to the rate for two hours' work in addition to any expense necessarily incurred in travelling to and from the job; or,

(b) If engaged, be deemed to have commenced work at the hour he presents himself for engagement.

TRANSPORT AT NIGHT.

11. Any employee who completes his work during the night after trams and other public conveyances have ceased to run shall, unless provided with means of transport by the employer, be reimbursed for any expense necessarily incurred in reaching his home.

MEAL MONEY.

12. Any employee who is required to work overtime for more than two hours on any day and who has not been notified on the previous day that he would be required to work such overtime shall, unless provided with a reasonable meal by the employer, be paid an allowance of 2s. 6d.

HOT WATER IN FACTORIES.

13. During the months of May to September, inclusive, provision shall be made by employers in every factory for the provision and maintenance of an adequate supply of running hot water piped to the tubs for the benefit of employees engaged in hand-mixing plaster in cold water.

GRINDING AND CLEANING TOOLS.

14. When an employee is discharged he shall be allowed a half-hour at ordinary rates for the purpose of grinding, cleaning, and transporting his tools. This clause shall only apply to employees whose tools are in good order when commencing work for any employer.

TRANSMISSION OF SHEETS.

15. In any establishment in which fibrous plaster sheets are manufactured, suitable mechanical means for the transmission of such sheets from casting tables to racks must be provided by the employer.

TERMINATION OF EMPLOYMENT.

16. Except where the conduct of an employee justifies instant dismissal, one hour's notice of termination of employment shall be given by either employer or employee, or one hour's pay shall be paid or forfeited in lieu thereof.

DRESSING AND DINING ROOM.

17. A room for employees to use as a dressing and dining room, which shall include warming facilities and heating appliances for pre-cooked food shall be provided at all fibrous plaster establishments.

PART II.

C. This Part applies to persons employed :—

(a) wholly outside the employer's factory or workroom at any work covered by this Determination ; or,

(b) partly outside, and partly inside the employer's factory or workroom at any work covered by this Determination.

This Part shall continue in force whilst the Building Trades of Victoria Award of the Commonwealth Court of Conciliation and Arbitration remains in force.

If and when the provisions of this Part cease to apply by virtue of the limitation prescribed in the previous paragraph, all employees covered by the said provisions will automatically be subject to the provisions of Part I. hereof.

Provided that in such case the provisions of clause 6, Allowances, of this Part shall be deemed to be included in Part I. hereof and shall remain in force.

1.

WAGES.

* Apprentices.					Improvers.				
WAGES PER WEEK OF 44 HOURS.					WAGES PER WEEK OF 44 HOURS.				
	Adjustable Rate.	Holiday Allowance.	Emergency Loading (Non-adjustable).	Total Weekly Wage.		Adjustable Rate.	Holiday Allowance.	Emergency Loading (Non-adjustable).	Total Weekly Wage.
	A.	B.				A.	B.		
	s. d.	s. d.	s. d.	s. d.		s. d.	s. d.	s. d.	s. d.
1st year's experience	26 0	0 9	0 9	27 6	Under 17 years of age	26 0	0 9	0 9	27 6
2nd " " "	39 3	1 1	1 3	41 7	17 years of age	39 3	1 1	1 3	41 7
3rd " " "	51 9	1 5	1 6	54 8	18 " " "	51 9	1 5	1 6	54 8
4th " " "	66 0	1 11	1 9	69 8	19 " " "	66 0	1 11	1 9	69 8
5th " " "	79 0	2 3	2 3	83 6	20 " " "	79 0	2 3	2 3	83 6

and thereafter the minimum wage.

PROPORTION (by any employer).

One apprentice to every three or fraction of three workers receiving not less than 158s. 10d. per week of 44 hours.

PROPORTION (by any employer).

(i) Preparing material for or making or fixing acoustic tiles moulded into slab form and having an earth base—
One improver to every three workers receiving not less than 158s. 10d. per week of 44 hours.

(ii) Any other class of work—
One improver to every six workers receiving not less than 158s. 10d. per week of 44 hours.

No person under the age of 18 years shall be employed on a single bench in the manufacture of plain fibrous plaster sheeting unless in association with a person over 18 years of age.

No person under the age of eighteen years shall be employed operating a hemp teasing machine in a fibrous plaster mill.

No person under the age of eighteen years shall be employed with only one adult worker in the process of lifting or fixing panelling or sheeting having an area of 4 square yards or more.

*(a) Except those covered by the *Apprenticeship Act 1928*.

(b) The Board has determined that no person shall be taken as an apprentice in connexion with preparing material for or making or fixing acoustic tiles moulded into slab form and having an earth base.

	WAGES PER WEEK OF 44 HOURS.			
	Adjustable Rate.	Holiday Allowance.	Emergency Loading (Non-adjustable).	Total Weekly Wage.
	A.	B.		
	s. d.	s. d.	s. d.	s. d.
Persons engaged in architectural modelling or manufacturing architectural ornaments of fibrous plaster, plaster or cement, or manufacturing fibrous plaster or gypsum plaster board	146 3	6 7	6 0	158 10
Persons engaged fixing or stopping fibrous plaster or gypsum plaster board on walls or ceilings of buildings				
Persons engaged in preparing material for or making or fixing acoustic tiles moulded into slab form and having an earth base				

EXTRA RATES.

2. (a) Foremen, i.e., employees in charge of work and who issue instructions to four or more men under them shall be paid as above with 6s. per week additional.

- (b) Employees { (i) Demolishing old ceilings, or } shall, whilst employed at either class of work
 (ii) Erecting new ceilings on sites of old ceilings that have been } have 3d. per square yard distributed
 demolished, or partly demolished or that collapse .. } equally between them, in addition to
 the ordinary rates.
 (iii) Employees demolishing or partly demolishing old walls shall have 1d. per square yard distributed equally
 between them in addition to the ordinary rates.

PRO RATA PAYMENT.

3. Any person who works less than 44 hours in any week shall be paid not less than the ordinary wages rate calculated pro rata according to the number of hours worked.

HOURS.

4. The ordinary hours shall be 44 per week to be worked in five or five and a half days, the daily hours being respectively 8 hours 48 minutes Monday to Friday inclusive or 8 hours Monday to Friday inclusive and 4 hours on Saturday between the hours of 7.30 a.m. and 5.30 p.m. Monday to Friday inclusive and 7.30 a.m. to 12 noon on Saturday. The lunch break shall be not less than 42 minutes.

OVERTIME.

5. That the following rate shall be paid for all work done—
 (a) Outside the hours fixed in clause 4 }
 (b) Within the hours fixed in clause 4 in excess of 44 } Time and a half for the first two hours and thereafter double
 in any week } time.

ALLOWANCES.

6. The following allowances shall be paid to persons employed outside the employer's usual place of business in connexion with fixing of fibrous plaster or acoustic tiles:—

- (a) For work done at a distance of over 30 miles from the "Centre" or for work done at such distance as prevents the employee from returning to his home the same night—
 (i) 6s. 6d. per day extra, with a maximum of 35s. 9d. per week.
 (ii) all fares necessarily incurred in travelling by the most economical means of transport by train or other public conveyance.

- (b) For any other work an allowance in lieu of fares and travelling time from and to the "Centre" to and from the place of employment shall be paid as follows:—

	<i>s.</i>	<i>d.</i>
Up to and including 12 miles	2	0 per day
Over 12 miles and including 20 miles	2	6 per day
Over 20 miles and including 30 miles	3	0 per day

These allowances shall not be payable if the employer provides or offers to provide transport free of charge, in which case 1s. 4d. per day travelling allowance shall be paid.

"Centre" shall mean the Flinders-street Railway Station if the employer's usual place of business is within a radius of 10 miles therefrom, and shall, in all other cases, mean the employer's usual place of business.

MEAL MONEY.

7. Any employee who is required to work overtime for more than two hours on any day and who has not been notified on the previous day that he would be required to work such overtime shall, unless provided with a reasonable meal by the employer, be paid an allowance of 2s. 6d.

SPECIAL RATES.

8. (a) Allowances, as per clause 1, columns B, shall be made in addition to the wages set out in clause 1, columns A, as compensation for time lost on prescribed holidays. Such allowances shall be paid proportionately to the number of hours worked per week.
 (b) For all work done on Sunday and prescribed holidays employees shall be paid at the rate of double time.

The following are the prescribed holidays, viz.:—New Year's Day, Australia Day, Good Friday, Easter Monday, Anzac Day, Labour 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 double time shall only be payable for work done on the day so substituted.

PAYMENT WHEN REQUESTED TO ATTEND FOR ENGAGEMENT.

9. Any employee who has presented himself for work, as requested by the employer or his responsible representative, shall—
 (a) If not engaged, be paid a sum equal to the rate for two hours' work in addition to any expense necessarily incurred in travelling to and from the job; or,
 (b) If engaged, be deemed to have commenced work at the hour he presents himself for engagement.

TRANSPORT AT NIGHT.

10. Any employee who completes his work during the night after trams and other public conveyances have ceased to run shall, unless provided with means of transport by the employer, be reimbursed for any expense necessarily incurred in reaching his home.

REST PAUSE.

11. (a) There shall be a rest period of ten minutes from the time of ceasing to the time of resuming work between the hours of 9.30 a.m. and 11 a.m. without deduction of pay.
 (b) The employer shall provide facilities to enable the employees to obtain an adequate supply of boiling water at meal times and rest periods.

ANNUAL HOLIDAY.

12. The annual holiday shall be as prescribed by the provisions of the *Factories and Shops (Annual Holidays) Act 1946*—No. 5111, and any amendments which may be made thereto from time to time.

HOT WATER IN FACTORIES.

13. During the months of May to September, inclusive, provision shall be made by employers in every factory for the provision and maintenance of an adequate supply of running hot water piped to the tubs for the benefit of employees engaged in hand-mixing plaster in cold water.

GRINDING AND CLEANING TOOLS.

14. When an employee is discharged he shall be allowed a half-hour at ordinary rates for the purpose of grinding, cleaning, and transporting his tools. This clause shall only apply to employees whose tools are in good order when commencing work for any employer.

TRANSMISSION OF SHEETS.

15. In any establishment in which fibrous plaster sheets are manufactured, suitable mechanical means for the transmission of such sheets from casting tables to racks must be provided by each employer.

TERMINATION OF EMPLOYMENT.

16. Except where the conduct of an employee justifies instant dismissal, one hour's notice of termination of employment shall be given by either employer or employee, or one hour's pay shall be paid or forfeited in lieu thereof.

DRESSING AND DINING ROOM.

17. A room for employees to use as a dressing and dining room, which shall include warming facilities and heating appliances for pre-cooked foods shall be provided at all fibrous plaster establishments.

PAYMENT OF WAGES.

18. (a) Except in the case of persons employed outside a radius of 20 miles from the Flinders-street Railway Station, all payments of wages shall be made not later than five minutes after the time of ceasing work on Thursday. In the event of payment being made more than five minutes later than the time fixed above, the employee shall be paid all reasonable travelling expenses incurred and shall also receive payment at the prescribed rate for the time lost as a result of such delay in payment.

(b) Any employee whose service ends before pay time shall be paid at or before the time of its ending or by post or otherwise within 24 hours thereafter, provided that an employee who is entitled to a half-hour at ordinary rates in accordance with clause 14 shall be paid at the commencement of such half-hour. If wages are not paid in accordance with this provision an employee shall be paid as for ordinary working hours at the ordinary rate fixed in this Determination from the expiration of the said 24 hours until the wages are paid to the employee or his order or posted to his last known address.

PART III.

D. This Part applies to all persons covered by the Determination.

PERIODICAL ADJUSTMENT OF WAGES.

1. The wages rates set out in clause 1 of Part I., and clause 1 of Part II., are based upon the following basic wage and, pursuant to and in accordance with the provisions of section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically adjusted as prescribed in clause 2 of this Part. Provided that the wages of apprentices and improvers shall be adjusted proportionately to adjustments of the basic wage, such adjustments to be to a 3d., 6d., 9d., or a 1s., any fraction of 3d. to be taken to the next higher 3d.

Basic Wage.

Place.	Needs Basic Wage (Adjustable).	Loading Constant.	Total Basic Wage.	Index Number Set Assigned.
	£ s. d.	s. d.	£ s. d.	
Throughout the State	5 0 0	6 0	5 6 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

(a) For the purposes of this Determination, the expression "Commonwealth Statistician's 'all items' 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.

(b) Until the beginning of the first pay period to commence in February, 1947, the amounts of the Basic Wage shall be as prescribed in clause 1 of this part.

(c) During each future successive period beginning with the first pay period to commence in a February, a May, an August, or a November, the amount of the needs basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's "all items" retail price index number by the factor .087 taken to one place of decimals, the resultant whole number being the amount of the basic wage expressed in shillings, but should the decimal number reach .5 or more the basic wage shall be taken to the next higher shilling.

A. V. BARNES, J.P., Chairman.

J. W. RYAN, Secretary.

Melbourne, 24th January, 1947.

