



VICTORIA GOVERNMENT GAZETTE.

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[1947

Factories and Shops Acts.

DETERMINATION OF THE SHOPS BOARD No. 13 (FUEL AND FODDER—COUNTRY).

NOTE.—This Determination applies to the whole of the State **outside and excepting** the following parts of Victoria, namely :—The Metropolitan District as defined in the Factories and Shops Acts and the Orders in Council thereunder; the cities of Ballarat, Bendigo, Geelong, Geelong West, and Warrnambool; the town of Newtown and Chilwell; and the boroughs of Eaglehawk and Sebastopol.

IN accordance with the provisions of the Factories and Shops Acts the Wages Board which since 24th December, 1940, 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 business of a hay, corn, or chaff dealer;
- (b) employed carting, cutting, or otherwise preparing firewood for sale or for use in some process, trade, business, or occupation;
- (c) employed in connexion with the sale or distribution of wood, coal, or coke;
- (d) employed in the process, trade, business or occupation of burning, grinding, grading, or distributing charcoal"—

has made the following Determination, namely :—

1. That as from the beginning of the first pay period to commence in November, 1947, the last previous Determination of this Board shall be revoked and replaced by this Determination.

Part 1.—Persons **OTHER THAN** those employed in the process, trade, business or occupation of burning, grinding, grading, or distributing charcoal.

2.

IMPROVERS.		OTHER EMPLOYEES.	
Wages per Week of 44 Hours.		Wages per Week of 44 Hours.	
		<i>Firewood Saw-mills, Mallee Roots, &c.</i>	
			<i>s. d.</i>
		Benchmen at self-acting benches where not more than two persons are employed, viz., benchman and stacker	128 0
		Other benchmen	123 0
		Lumpers	123 0
		Trolley-men	123 0
		Skip loaders	123 0
		Truck loaders of wood 4 feet or over	123 0
		Wagon or dray loaders	123 0
		Block stackers	117 0
		Wood cutters	128 0
		Carters driving one, two, or three horses	128 0
		And 6s. extra per week for every additional horse in excess of three.	
		Drivers of motor vehicles having a carrying capacity—	
		(a) not exceeding 25 cwt.	121 0
		(b) exceeding 25 cwt. but not exceeding 3 tons	127 0
		(c) exceeding 3 tons	133 0
		And if a trailer is attached to the vehicle—1s. 6d. per day extra.	
		Persons engaged in raising, digging out, cleaning, trimming, or loading mallee roots on to vehicles	133 0
		All others	115 0
		Foreman—If any person employed in any of the above capacities has under his control five or more other workers he shall be regarded as a foreman, and paid 1s. per day above the ordinary rate.	
		<i>Gas Producer Units.</i>	
		The following provisions shall apply to drivers of vehicles fitted with 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.	
		(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.	

s. d.
Under 17 years of age 68 9
17 years of age 80 0
18 " " 91 4
19 " " or over—the appropriate rate prescribed under the heading "other employees."

PROPORTION (BY ANY EMPLOYER).

One improver to the first three workers, receiving not less than 115s. per week of 44 hours, and thereafter one additional improver to every ten additional such workers.

IMPROVERS.	OTHER EMPLOYEES—(continued).	
Wages per Week of 44 Hours.	Wages per Week of 44 Hours.	
	<i>Hay, Corn, or Chaff Stores.</i>	
		s. d.
	Storeman in charge	126 0
	Carters driving one horse	121 0
	Carters driving two horses	124 0
	And 3s. extra per week for every additional horse.	
	Drivers of motor vehicles having a carrying capacity—	
	(a) not exceeding 25 cwt.	122 0
	(b) exceeding 25 cwt., but not exceeding 3 tons	128 0
	(c) exceeding 3 tons	134 0
	And if a trailer is attached to a vehicle—1s. 6d. per day extra.	
	All others	120 0
	<i>Wood, Coal, or Coke Yards.</i>	
	Carters driving one horse	120 0
	Carters driving two horses	123 0
	And 3s. extra per week for every additional horse.	
	Drivers of motor vehicles having a carrying capacity—	
	(a) not exceeding 25 cwt.	121 0
	(b) exceeding 25 cwt., but not exceeding 3 tons	127 0
	(c) exceeding 3 tons	133 0
	And if a trailer is attached to a vehicle—1s. 6d. per day extra.	
	All others	119 0
	<i>Gas Producer Units.</i>	
	The following provisions shall apply to drivers of vehicles fitted with 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.	
	(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.	
NOTE.—The Board determines that no person shall be employed as an apprentice.		

CONDITIONS OF EMPLOYMENT.

3. (i) Except as in this Determination otherwise provided, the ordinary weekly total of hours shall be 44 in number, all to be worked on days other than Sunday.

(ii) Such ordinary weekly total, at the option of the employer, may be spread over five or six days and shall be worked in one period occurring between 7.30 a.m. and 12.30 p.m. on Saturday and between 7.30 a.m. and 5.15 p.m. on other days, subject to the recognized meal hours or intervals and smoke-ohs of ten minutes each morning and afternoon, but no other breaks imposed by the employer.

(iii) If a five-day week is worked the ordinary daily total of working hours shall be 8 4/5ths, and if a six-day week is worked such total shall be four on Saturday and eight on any other day.

(iv) Smoke-ohs shall be counted as part of time worked.

OVERTIME, ETC.

4. (a) Except as in this Determination otherwise provided, all time worked in excess of the ordinary weekly or daily hours of work shall be paid at one and a half times the ordinary prescribed rate for the first four hours, and at double the ordinary prescribed rate for the time thereafter.

(b) Horse drivers who, in excess of such weekly or daily total hours of work, are required to spend time in taking charge of teams at the yard, camp, or stable, or in returning teams thereto, shall be paid for such time at the ordinary rate.

(c) If an employee is required by his employer to be for any time anywhere only for the purposes of the employer in respect of the business in which the employee is employed, the employee shall be deemed to be on duty for the employer during such time and shall be paid at the appropriate prescribed rate (if any) for so much of such time as is spent in work, and at the ordinary minimum rate for so much of such time as is not so spent.

Provided that this clause shall not apply to any time spent by an employee in the course of going to or coming from any yard, camp, stable, depot or picking-up place of the employer, or in the course of going to a place of the employer, or in the course of going to a place of work for the purpose of starting work, or in the course of coming therefrom after ceasing work.

(d) Employees recalled to work after the expiration of their customary working time for the day, and after they have left work for the day, shall be paid at the least as for working two hours at one and a half times the prescribed rate.

TERMS OF ENGAGEMENT.

5. (a) Subject to exceptions and limitations hereinafter contained any employer shall have the option of engaging any employee either by the week or casually.

(b) (i) If the engagement is by the week it shall be for a continuous period of at least eight weeks, and thereafter shall be terminable on either side by a week's notice which may be made to expire at any time during a week of the employment. Provided that this clause shall not affect the employer's right to dismiss forthwith at any time an employee because of the latter's incompetence or misconduct, in which case the employee shall be entitled in respect of wages for the then current week's employment only to payment proportionate to the aggregate of time worked by him, and of such other previous time (if any) in that week as to which under this Determination no deduction from his week's wages is allowable.

(ii) An engagement shall be deemed to be and to continue casual unless the employer, at the commencement of the engagement or before any change by him of a casual engagement of the employee to one by the week, expressly notifies the employee that he is to be engaged by the week.

Employees on casual engagement shall be paid at the rate of time and a quarter.

(iii) The employer shall have the right to deduct payment for any day upon which the employee cannot be employed usefully because of any strike, or through any breakdown of machinery, or any stoppage of work, or any cause for which the employer cannot reasonably be held responsible.

(iv) No deduction shall be made from the wages of any employee, other than a pieceworker, unavoidably absent through illness for not more than 44 working hours in each year, i.e., 11 hours for each three months' service, commencing 1st December, 1942, provided he has submitted, within 48 hours of the commencement of such absence, satisfactory evidence to the employer or his representative that same was not the result of his own misconduct.

Provided that where, under any scheme of insurance or an accident relief or provident fund to secure the benefit of which the employer has paid the necessary premium, or under any Workers' Compensation Act, compensation becomes payable for any of such days of absence, the employer shall not be bound to pay more of such wage than is sufficient, with such compensation, to make up the full pay for any such days.

(c) Notwithstanding the provisions of sub-clause (b) (iv) hereof if the full period of sick leave as prescribed is not taken in any year, such portion as is not taken shall be cumulative from year to year up to a period not exceeding 88 working hours, which shall be the maximum amount of leave to which an employee may be entitled in any year of service without deduction of pay. For the purposes of this sub-clause service prior to 6th April, 1946, shall be disregarded.

TIME WAGES.

6. Any person employed in a factory or shop on time wages for less than the number of hours fixed for an ordinary week's work shall be paid, for time worked up to one-half the number of hours fixed, at the ordinary wages rate with an addition of thirty-three and a third per centum. For time worked beyond the 22 hours aforesaid, he shall be paid the ordinary wages rate up to, but not exceeding the rate prescribed by this Determination for an ordinary week's work.

CONTRACT WORK.

7. No person shall contract or enter into an agreement with any other person or persons to perform any work connected with the preparation of firewood for sale or for use in any trade or business at a lower rate or price than the appropriate wages rate or piecework price prescribed by this Determination.

SUNDAYS AND HOLIDAYS.

8. (a) Except as herein provided otherwise, if an employee is required to work on a holiday or on a Sunday, he shall be paid at double the ordinary prescribed rate.

(b) If a casual employee desires to work on a holiday and with the consent of the employer does so work, he shall be paid therefor at the ordinary prescribed rate.

(c) In the case of any other employee, other than a pieceworker, engaged by the week no deduction shall be made from his wages for the week because of his not working on a holiday.

(d) The expression "holiday" means any of the following days:—Australia Day, New Year's Day, Good Friday, Easter Saturday, Easter Monday, Anzac Day, King's Birthday, Labour Day, Christmas Day, and Boxing Day.

ANNUAL HOLIDAY.

9. 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.

(In his or her own interests each employer of labour should obtain a copy of the above Act which may be purchased from the Government Printer, Melbourne, at a cost of 9d., plus postage.)

ALLOWANCES.

10. (a) An employee shall have the right to elect whether he shall travel each day to and from the job, or camp at such job. Having so elected, he shall be entitled to the special allowance where applicable, as provided in sub-clauses (b) and (c) hereof.

(b) Employees who, in order to be available for their work, have to live in a camp established either by the employer or employees for the purpose of enabling employees to be so available by living therein, shall be paid a camping allowance of 1s. for each day on which they are required to hold themselves, and do hold themselves available in the camp throughout the said day to serve the employer's purpose on that or any other day, whether or not work is done on the said day, but this clause shall not apply to any Sunday, unless the employee is required to work on that Sunday.

(c) An employee who finds it necessary to travel five miles or over to his place of employment shall, unless transport is provided by the employer free of cost to the employee, be paid a travelling allowance of 1s. per day.

TIME RECORD.

11. (a) The employer shall keep a record of the names of the employees of such employer, and in respect of each such employee, a record from week to week of the periods, times, and class of work done, and the rates of wage and amounts of wages paid, and shall obtain from week to week the signature of each employee to such record.

(b) The secretary or duly accredited representative of the Federated Fodder and Fuel Trades' Industrial Union authorized in writing to that effect by such secretary shall be allowed, on any day coming two days after a pay day between 10 a.m. and noon, or at such other times as may be agreed upon, to inspect such records so far as may be reasonably necessary to obtain information therefrom relating to any member or members of the said union.

WET WEATHER PROVISIONS.

12. (i) (a) In the event of rain being sufficiently heavy to justify a temporary cessation of work, such work shall cease forthwith and during the cessation of work employees shall hold themselves in readiness for work during ordinary working hours, and shall be paid for the actual time of waiting at ordinary time wages rates of pay.

(b) When weather conditions are suitable employees shall resume work immediately.

(ii) If the employer's representative considers the weather justifying the cessation of work is likely to continue for a lengthy period the payment, as set forth in sub-clause (i), may be discontinued, and employees shall not be bound to hold themselves in readiness for a resumption of work.

Provided that, for any day on which an employee is ready and willing to commence work, he shall be entitled to payment as though he had worked for a minimum of four hours.

(iii) The employer shall provide adequate and suitable shelter from the rain for the employee.

(iv) The employer shall provide adequate facilities for the employee to dry off his wet clothes.

SPECIAL TREATMENT OF INJURED.

13. The employer, as soon as reasonably possible, shall supply means free of charge to convey to the nearest hospital or doctor any employee so seriously injured that it is not reasonably possible for such employee to travel independently of such conveyance.

FIRST-AID AND MEDICAL OUTFIT.

14. The employer shall provide at every main place of employment a first-aid outfit. Such outfit shall consist of at least the following:—Boric acid, iodine, picric acid (bottle solution), 1-in. bandages, lint, cotton, triangle bandages, lysol, permanganate of potash, snake-bite scarifier, splints capable of being used in 12-in. lengths, and one pair of scissors.

ACCOMPANYING SICK OR INJURED EMPLOYEES.

15. No employee suffering from illness or injury sustained on the job shall be permitted to leave the job unless accompanied or assisted by a sufficient number of employees, except in the case of his removal by ambulance, to his home or nearest hospital. All expenses incurred in such patient's removal shall be paid by the employer, and no employee assisting or accompanying an injured or sick person shall lose any wages by so doing.

PIECE-WORK.

16. A schedule of piece-work prices (as shown hereunder) to be paid to any person for doing certain kinds of work has been fixed by the Board, and in addition to these prices, when required to do so, pieceworkers shall be paid three pence per ton extra to stack tops, or four pence per ton extra to stack and burn tops.

PIECEWORK PRICES.

Firewood Saw-mills, Mallee Roots, &c.

CUTTING AND STACKING OR CUTTING AND LOADING ON TO WAGONS OR DRAYS—

Grey box, 6 feet or over	6s. 2d. per ton (50 cubic feet) or 49s. 2d. per truck (Standard I.B.).
Ironbark or red box, 6 feet or over	5s. 10d. per ton (50 cubic feet) or 46s. 2d. per truck (Standard I.B.).
Grey box, red box or ironbark, 4 feet and under 6 feet	6s. 4d. per ton (50 cubic feet) or 63s. 6d. per truck (Standard I.B.) loaded to 5 feet.
Box or ironbark, 2 feet and under 4 feet	70s. 0d. per truck (Standard I.B.) loaded to 5 feet 8 inches.
Mixed wood, i.e., all wood other than box, ironbark, or ti-tree—	74s. 1d. per truck (Standard I.B.) loaded to 5 feet 10 inches.
Over 6 feet	9s. 3d. per ton (50 cubic feet).
4 feet to 6 feet inclusive	5s. 5d. per ton (50 cubic feet).
2 feet and under 4 feet	5s. 8d. per ton (50 cubic feet).
The cutter shall have the right to determine where the wood is to be stacked for measurement, i.e., at the stump, on the vehicle, or at the place of delivery.	
Stringybark or gum, over 6 feet	7s. 6d. per ton (50 cubic feet).
Dry gum, 6 feet or over	37s. 3d. per truck (Standard I.B.).
Dry gum, 5 feet	45s. 0d. per truck (Standard I.B.).
Ironbark or box, 5 feet	8s. 2d. per ton (50 cubic feet).
Boiler wood, (other than ironbark or box), 5 feet, cut from saplings not ex- ceeding 2 feet 4 inches in circumference 2 feet from the ground—	7s. 6d. per ton (50 cubic feet).

within the Shire of Beechworth, and at such places within a radius
of 12 miles of the Post Office at Freeburgh, or 25 miles of the prin-
cipal Post Offices at Ballarat and Warrnambool respectively as are
included in the area to which this Determination applies..

CUTTING—	4s. 6d. per ton (50 cubic feet).
Ti-tree	8s. 2d. per ton (50 cubic feet).
LOADING WAGONS OR DRAYS	7s. 10d. per truck (Standard I.B.).
LOADING AND STACKING BLOCKS—	
If taken off ground within 15 feet of rails and placed in Standard I.B. truck..	8s. 10d. per truck (Standard I.B.).
TROLLEYING FROM STACK TO BENCH	5s. 8d. per truck (Standard I.B.).
TRUCK LOADING—	

Wood, 4 feet to 6 feet inclusive	8s. 10d. per truck (Standard I.B.) loaded to 5 feet.
	9s. 6d. per truck (Standard I.B.) loaded to 5 feet 8 inches.
	9s. 10d. per truck (Standard I.B.) loaded to 5 feet 10 inches.

STACKING WOOD 6 FEET OR OVER ON END—

Taken from drays	3s. 6d. per truck (Standard I.B.).
Taken from wagons	4s. 2d. per truck (Standard I.B.).

MILLING (OTHER THAN BY SELF-ACTING BENCH)—

Cutting 1-ft. wood.

Cutting 9-in. wood.

Where four men are employed—

Benching	5s. 6d. per truck (Standard I.B.).	6s. 10d. per truck (Standard I.B.).
Lumping	5s. 2d. " "	6s. 3d. " "
Handing up	5s. 2d. " "	6s. 3d. " "
Stacking	5s. 2d. " "	6s. 3d. " "

Benchman to sharpen saws also.

Lumper, hander-up, and stacker to clean up also.

Where three men are employed—

Benching and handing up	7s. 3d. per truck (Standard I.B.).	8s. 8d. per truck (Standard I.B.).
Lumping and handing up	6s. 10d. " "	8s. 5d. " "
Stacking	6s. 10d. " "	8s. 5d. " "

Benchman to sharpen saws also.

Lumper and stacker to clean up also.

Where two men are employed .. each

10s. 6d. " "

12s. 9d. " "

These men also to sharpen saws and clean up.

MILLING BY SELF-ACTING BENCH—

Cutting 1-ft. wood.

Cutting 9-in. wood.

Where three men are employed—

Benching	6s. 4d. per truck (Standard I.B.).	7s. 9d. per truck (Standard I.B.).
Lumping	5s. 11d. " "	7s. 5d. " "
Stacking	5s. 11d. " "	7s. 5d. " "

Benchman to sharpen saws also.

Lumper and stacker also to clean up.

Where two men are employed—

Benching and lumping	9s. 7d. " "	11s. 6d. " "
Stacking	8s. 11d. " "	11s. 2d. " "

Benchman to sharpen saws also.

Stacker to clean up also.

Where one man is employed ..

18 7d. " "

22s. 8d. " "

This man also to sharpen saws and clean up.

MALLEE ROOTS—

	By Weight.	By Measurement.
	per ton.	per ton.
	s. d.	s. d.
(a) Raising or digging out	6 4	5 2
(b) Cleaning or trimming	6 4	5 2
(c) Loading on to vehicles	3 4	1 7

NOTE.—To the weekly earnings of each pieceworker, the sum of 2s. shall be added, provided that where less than 44 hours is worked in any week, a proportionate amount shall be added in lieu of such sum.

Part 2.—Persons employed in the process, trade, business or occupation of burning, grinding, grading, or distributing charcoal.

17. IMPROVERS.	OTHER EMPLOYEES.
Wages per Week of 44 Hours.	Wages per Week of 44 Hours.
<p style="text-align: right;">s. d.</p> <p>Under 17 years of age 68 9</p> <p>17 years of age 80 0</p> <p>18 " " 97 0</p> <p>19 " " or over :—the appropriate rate prescribed under the heading "other employees."</p>	<p>Wood cutters, using axe, power crosscut, circular saw, or other method 128 0</p> <p>Carters driving one, two, or three horses 128 0</p> <p>And 6s. extra per week for every additional horse in excess of three.</p> <p>Drivers of motor vehicles having a carrying capacity—</p> <p>(a) not exceeding 25 cwt. 121 0</p> <p>(b) exceeding 25 cwt. but not exceeding 3 tons 127 0</p> <p>(c) exceeding 3 tons but not exceeding 6 tons 133 0</p> <p>(d) Further tonnage—for each complete ton over 5, an extra 1s. per week.</p> <p>And if a trailer is attached to the vehicle—1s. 6d. per day extra.</p>
<p>PROPORTION (BY ANY EMPLOYER).</p> <p>One improver to the first three workers, receiving not less than 128s. per week of 44 hours and thereafter one additional improver to every ten additional such workers.</p> <p>NOTE.—The Board determines that no person shall be employed as an apprentice.</p>	<p style="text-align: center;"><i>Gas Producer Units.</i></p> <p>The following provision shall apply to drivers of vehicles fitted with gas producer units—</p> <p>(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.</p> <p>(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.</p> <p>Charcoal burning by retorts, metal or brick kilns, or pits—</p> <p>(a) Operator in charge of plant 143 0</p> <p>(b) All other employees, including persons employed in emptying, bagging, sewing, stacking, or loading 133 0</p> <p>Grinding or grading charcoal—</p> <p>(a) Attendant in charge of plant—</p> <p>(i) With four or more persons under his supervision 153 0</p> <p>(ii) With three or fewer persons under his supervision 149 0</p> <p>(b) All other persons, including those engaged in grinding, grading, or bagging charcoal or sewing bags 143 0</p>

CONDITIONS OF EMPLOYMENT.

18. (i) Except as in this Determination otherwise provided, the ordinary weekly total of hours shall be 44 in number, all to be worked on days other than Sunday.
- (ii) (a) Such ordinary weekly total, at the option of the employer, may be spread over five or six days and, except on shift work, shall be worked in one period occurring between 7.30 a.m. and 12.30 p.m. on Saturday and between 7.30 a.m. and 5.15 p.m. on other days, subject to the recognized meal hours or intervals and smoke-oh of ten minutes each morning and afternoon, but no other breaks imposed by the employer.
- (b) If a five-day week is worked the ordinary daily total of working hours shall be 8 $\frac{4}{5}$ ths, and if a six-day week is worked such total shall be four on Saturday and eight on any other day.
- (iii) The employer may require employees to work such ordinary weekly total on a shift or relay, being one of either two or three shifts or relays worked in the 24 hours, but subject only to the following conditions:—
- (a) Each shift shall be worked in one period with no break except for recognized meal intervals and smoke-oh.
- (b) In each shift during which the employee does not receive the same amount of time for a meal interval or smoke-oh as that which day workers receive under this Determination he shall be paid at ordinary rates for twenty minutes' crib time and two smoke-ohs of ten minutes each.
- (c) Where a shift comprises within its period any time between 7 p.m. and 6 a.m. the whole of the time worked during the shift shall be paid for at ordinary rate plus 7 $\frac{1}{2}$ per cent.
- (d) Where practicable, shifts shall be changed in rotation each week.
- (iv) Smoke-ohs shall be counted as part of time worked.

OVERTIME, ETC.

19. (a) Except as in this Determination otherwise provided, all time worked in excess of the ordinary weekly or daily hours of work shall be paid at one and a half times the ordinary prescribed rate for the first four hours, and at double the ordinary prescribed rate for the time thereafter.
- (b) Horse drivers who, in excess of such weekly or daily total hours of work, are required to spend time in taking charge of teams at the yard, camp, or stable, or in returning teams thereto, shall be paid for such time at the ordinary rate.
- (c) If an employee is required by his employer to be for any time anywhere only for the purposes of the employer in respect of the business in which the employee is employed, the employee shall be deemed to be on duty for the employer during such time, and shall be paid at the appropriate prescribed rate (if any) for so much of such time as is spent in work, and at the ordinary minimum rate for so much of such time as is not so spent.

Provided that this clause shall not apply to any time spent by an employee in the course of going to or coming from any yard, camp, stable, depot or picking-up place of the employer, or in the course of going to a place of the employer, or in the course of going to a place of work for the purpose of starting work, or in the course of coming therefrom after ceasing work.

- (d) Employees recalled to work after the expiration of their customary working time for the day, and after they have left work for the day, shall be paid at the least as for working two hours at one and a half times the prescribed rate.

TERMS OF ENGAGEMENT.

20. (a) Subject to exceptions and limitations hereinafter contained any employer shall have the option of engaging any employee either by the week or casually.

(b) (i) If the engagement is by the week it shall be for a continuous period of at least eight weeks, and thereafter shall be terminable on either side by a week's notice which may be made to expire at any time during a week of the employment. Provided that this clause shall not affect the employer's right to dismiss forthwith at any time an employee because of the latter's incompetence or misconduct, in which case the employee shall be entitled in respect of wages for the then current week's employment, only to payment proportionate to the aggregate of time worked by him, and of such other previous time (if any) in that week as to which under this Determination no deduction from his week's wages is allowable.

(ii) An engagement shall be deemed to be and to continue casual unless the employer, at the commencement of the engagement or before any change by him of a casual engagement of the employee to one by the week, expressly notifies the employee that he is to be engaged by the week.

Employees on casual engagement shall be paid at the rate of time and a quarter.

(iii) The employer shall have the right to deduct payment for any day upon which the employee cannot be employed usefully because of any strike, or through any breakdown of machinery, or any stoppage of work, or any cause for which the employer cannot reasonably be held responsible.

(iv) No deduction shall be made from the wages of any employee unavoidably absent through illness for not more than 44 working hours in each year, i.e., 11 hours for each three months' service, commencing 1st December, 1941, provided he has submitted, within 48 hours of the commencement of such absence, satisfactory evidence to the employer or his representative that same was not the result of his own misconduct.

Provided that where, under any scheme of insurance or an accident relief or provident fund to secure the benefit of which the employer has paid the necessary premium, or under any Workers' Compensation Act, compensation becomes payable for any of such days of absence, the employer shall not be bound to pay more of such wage than is sufficient, with such compensation, to make up the full pay for any such days.

(c) Notwithstanding the provisions of sub-clause (b) (iv) hereof if the full period of sick leave as prescribed is not taken in any year, such portion as is not taken shall be cumulative from year to year up to a period not exceeding 88 working hours which shall be the maximum amount of leave to which an employee may be entitled in any year of service without deduction of pay.

For the purposes of this sub-clause service prior to 6th April, 1946, shall be disregarded.

SUNDAYS AND HOLIDAYS.

21. (a) Except as herein provided otherwise, if an employee is required to work on a holiday or on a Sunday, he shall be paid at double the ordinary prescribed rate.

(b) If a casual employee desires to work on a holiday and with the consent of the employer does so work, he shall be paid therefor at the ordinary prescribed rate.

(c) In the case of any other employee engaged by the week no deduction shall be made from his wages for the week because of his not working on a holiday.

(d) The expression "holiday" means any of the following days:—Australia Day, New Year's Day, Good Friday, Easter Saturday, Easter Monday, Anzac Day, King's Birthday, Labour Day, Christmas Day and Boxing Day.

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,

(In his or her own interests each employer of labour should obtain a copy of the above Act which may be purchased from the Government Printer, Melbourne, at a cost of 9d., plus postage.)

ALLOWANCES.

23. Employees who, in order to be available for their work, have to live in a camp established either by the employer or employees for the purpose of enabling employees to be so available by living therein, shall be paid a camping allowance of 1s. for each day on which they are required to hold themselves, and do hold themselves available in the camp throughout the said day to serve the employer's purpose on that or any other day, whether or not work is done on the said day, but this clause shall not apply to any Sunday, unless the employee is required to work on that Sunday.

WASHING FACILITIES.

24. Each employer shall provide for all the employees suitable washing troughs or other conveniences, which shall be approved by the Secretary for Labour or his Inspector.

TIME RECORD.

25. (a) The employer shall keep a record of the names of the employees of such employer, and in respect of each such employee, a record from week to week of the periods, times and class of work done, and the rates of wage and amounts of wages paid, and shall obtain from week to week the signature of each employee to such record.

(b) The secretary or duly accredited representative of the Federated Fodder and Fuel Trades' Industrial Union authorized in writing to that effect by such secretary shall be allowed, on any day coming two days after a pay day between 10 a.m. and noon, or at such other times as may be agreed upon, to inspect such records so far as may be reasonably necessary to obtain information therefrom relating to any member or members of the said union.

WET WEATHER PROVISIONS.

26. (i) (a) In the event of rain being sufficiently heavy to justify a temporary cessation of work, such work shall cease forthwith, and during the cessation of work employees shall hold themselves in readiness for work during ordinary working hours, and shall be paid for the actual time of waiting at ordinary time wages rates of pay.

(b) When weather conditions are suitable employees shall resume work immediately.

(ii) If the employer's representative considers the weather justifying the cessation of work is likely to continue for a lengthy period the payment, as set forth in sub-clause (i), may be discontinued, and employees shall not be bound to hold themselves in readiness for a resumption of work.

Provided that, for any day on which an employee is ready and willing to commence work, he shall be entitled to payment as though he had worked for a minimum of four hours.

(iii) The employer shall provide adequate and suitable shelter from the rain for the employee.

(iv) The employer shall provide adequate facilities for the employee to dry off his wet clothes.

SPECIAL TREATMENT OF INJURED.

27. The employer, as soon as reasonably possible, shall supply means free of charge to convey to the nearest hospital or doctor any employee so seriously injured that it is not reasonably possible for such employee to travel independently of such conveyance.

FIRST-AID AND MEDICAL OUTFIT.

28. The employer shall provide at every main place of employment a first-aid outfit. Such outfit shall consist of at least the following:—Boric acid, iodine pueric acid (bottle solution), 1-in. bandages, lint, cotton, triangle bandages, lysol, permanganate of potash, snake-bite scarifier, splints capable of being used in 12-in. lengths, and one pair of scissors.

SHELTER.

29. The employer shall provide adequate and suitable shelter, with seating accommodation for employees.

SANITATION.

30. In every camp where the pan system is not in use, the employer shall instal sanitary conveniences, and provide attention thereto. Where no camp is established, practicable and reasonable temporary provision shall be made by the employer.

ACCOMPANYING SICK OR INJURED EMPLOYEES.

31. No employee suffering from illness or injury sustained on the job shall be permitted to leave the job unless accompanied or assisted by a sufficient number of employees, except in the case of his removal by ambulance, to his home or nearest hospital. All expenses incurred in such patient's removal shall be paid by the employer, and no employee assisting or accompanying an injured or sick person shall lose any wages by so doing.

CHARCOAL BURNING.

32. (i) The lowest prices to be paid to any person employed burning charcoal from wood which has to be transported not more than half a mile to the retort or kiln in which it is to be burned shall be those prescribed in the following schedule, viz.:—

	Price per Ton of Charcoal.	
	(a) Where more than 50 per cent. of the wood used has to be felled.	(b) In circumstances other than (a).
	s. d.	s. d.
Grey, box, red box, red gum, or ironbark	62 5	57 0
Any other variety of wood	67 10	59 8

The above prices shall include all necessary cutting, cartage to the retort or kiln, filling and sewing of bags, and the adequate provision by the employee of food for any horse which is being used in connexion with the work.

(ii) If the wood to be burned is situated more than half a mile from the retort or kiln, 2s. 6d. extra per ton of charcoal shall be paid for each extra half mile or portion thereof.

(iii) The employer shall supply, free of charge, all tools, vehicles, and equipment necessary.

NOTE.—To the weekly earnings of each pieceworker, the sum of 2s. shall be added, provided that where less than 44 hours is worked in any week, a proportionate amount shall be added in lieu of such sum.

Part 3.—All persons to whom this Determination applies.

PERIODICAL ADJUSTMENT OF WAGES.

33. The wages rates set out in clauses 2 and 17 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 and the weekly earnings of pieceworkers shall be automatically adjusted as prescribed by clause 34.

Provided that, where a pieceworker works less than 44 hours in any week, the sum to be added to or subtracted from his earnings shall be varied proportionately.

Basic Wage.

Place.	Needs Basic Wage Adjustable.	Loading Constant.	Total Basic Wage.	Index Number Set Assigned.
	£ s. d.	s. d.	£ s. d.	
Within the area to which this Determination applies	5 3 0	6 0	5 9 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

34. (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, 1948, the amounts of the Basic Wage shall be as prescribed in clause 33.

(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.

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

J. V. WILLOX, Secretary.

Melbourne, 29th October, 1947.



VICTORIA GOVERNMENT GAZETTE.

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MONDAY, NOVEMBER 24.

[1947

Factories and Shops Acts.

DETERMINATION OF THE BOOT BOARD.

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

(2) Clicking, stuff cutting, making, and finishing were proclaimed on 13th January, 1932, 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 the nineteenth day of May, 1936, has had the power to "determine the lowest prices or rates which may be paid to any person—

(a) wholly or partly preparing or manufacturing, either inside or outside a factory, boots, shoes, or slippers of every description ;

(b) designing or cutting patterns of boots, shoes, or slippers from metal or any other material"—

has made the following Determination, namely :—

1. That as from the beginning of the first pay period to commence in November, 1947, the last previous Determination of this Board shall be revoked and replaced by this Determination.

APPRENTICES AND IMPROVERS.

2. MALES*—*Apprentices* (Other than those covered by the Apprenticeship Commission.).

Wages per Week of 44 Hours.

Five Years Terms.

Experience.	Percentage of Needs Basic Wage.	Constant Loading.	Industry Loading.	Total Wage Payable.
	Per Week. <i>s. d.</i>	Per Week. <i>s. d.</i>	Per Week. <i>s. d.</i>	<i>£ s. d.</i>
First year's experience				
1st six months	22½	..	0 9	1 4 0
2nd six months	0 9	1 8 0
Second year's experience—				
1st six months	30	1 0	1 0	1 13 3
2nd six months	1 0	1 0	2 1 0
Third year's experience—				
1st six months	45	1 6	1 6	2 9 9
2nd six months	1 6	1 6	3 5 3
Fourth year's experience—				
1st six months	75*	2 0	2 3	4 2 3
2nd six months	2 0	2 3	4 12 6
Fifth year's experience—				
1st six months	95	2 0	3 0	5 3 9
2nd six months	2 0	3 0	5 6 3
Thereafter the adult male minimum wage.				

Four Years Terms.

First year's experience—				
1st six months	26	..	0 9	1 7 9
2nd six months	0 9	1 17 9
Second year's experience—				
1st six months	45	1 6	1 6	2 9 9
2nd six months	1 6	1 6	3 5 3
Third year's experience—				
1st six months	75	2 0	2 3	4 2 3
2nd six months	2 0	2 3	4 12 6
Fourth year's experience—				
1st six months	95	2 0	3 0	5 3 9
2nd six months	2 0	3 0	5 6 3
Thereafter the adult male minimum wage				

* Wages of apprentices and improvers in the Metropolitan District are regulated by the Apprenticeship Commission. See Note 2 above.

2. MALES*—Apprentices (Other than those covered by the Apprenticeship Commission)—*continued.**Three Years Terms.*

Experience.	Percentage of Needs Basic Wage.	Constant Loading.	Industry Loading.	Total Wage Payable.
	Per Week. <i>s. d.</i>	Per Week. <i>s. d.</i>	Per Week. <i>s. d.</i>	<i>£ s. d.</i>
First year's experience—				
1st six months	45	1 6	1 6	2 9 9
2nd six months	1 6	1 6	3 5 3
Second year's experience—				
1st six months	75	2 0	2 3	4 2 3
2nd six months	2 0	2 3	4 12 6
Third year's experience—				
1st six months	95	2 0	3 0	5 3 9
2nd six months	2 0	3 0	5 6 3
Thereafter the adult male minimum wage				

Experience for the purpose of this Clause means actual experience whether as an apprentice or otherwise.

Proportion.

(In any factory or place.)

An employer shall not employ male apprentices in excess of the proportion of one male apprentice to every three male workers or fraction thereof receiving wage rates or earning at piece work prices not less than the minimum hourly wage for adult males. Such proportion shall be based on the average number of workers employed during the previous six months receiving wage rates or earning at piece work prices not less than the minimum hourly wage for adult males.

An amended indenture of apprenticeship has been prescribed by the Board.

See Clause 7 for wages and proportion of unapprenticed Junior Workers.

FEMALES—Improvers.

3. Females employed clicking, designing, or cutting patterns, stuff cutting, stuff fitting, or preparing for makers, or making or finishing, including the following operations in the making of slippers:—Turning, bottom levelling, wood heeling, blocking, steaming, and ironing on the last, irrespective of age or experience shall be paid the same rates as are paid to adult males on the same class of work.

Females employed attaching uppers to soles of shoes, known as or similar to the Sahara Sandal, or interlacing material of the uppers on the last or attaching such uppers to the soles of shoes known as Basket Shoes or any shoe similar thereto shall be paid the same rates as are paid to adult males on the same class of work.

Apprentices and all other improvers†—

Experience.	Adjustable Wage.	Loading Constant.	Total Wage.
	<i>£ s. d.</i>	<i>s. d.</i>	<i>£ s. d.</i>
Under 17 years of age—			
1st six months	1 5 3	0 6	1 5 9
2nd six months	1 8 3	0 6	1 8 9
3rd six months	1 12 0	0 9	1 12 9
4th six months	1 16 3	0 9	1 17 0
5th six months	2 1 3	1 0	2 2 3
6th six months	2 6 9	1 0	2 7 9
7th six months	2 12 6	1 6	2 14 0
8th six months	2 19 9	1 6	3 1 3
And thereafter not less than the minimum wage for adult females			
17 years of age and over—			
1st six months	1 12 0	0 9	1 12 9
2nd six months	1 16 3	0 9	1 17 0
3rd six months	2 1 3	1 0	2 2 3
4th six months	2 6 9	1 0	2 7 9
5th six months	2 12 6	1 6	2 14 0
6th six months	2 19 9	1 6	3 1 3
And thereafter not less than the minimum wage for adult females			

"Experience" for the purposes of this clause means actual experience, whether as an improver or junior worker.

Proportion.

(In any factory or place.)

One female apprentice to every three or fraction of three female workers employed and receiving at wages rates or earning at piece work prices not less than the minimum wage for adult females.

* Wages of apprentices and improvers in the Metropolitan District are regulated by Apprenticeship Commission. See Note 2 above.

† Junior females may be employed on the operations set out in paragraphs (c), (d), and (e) of Clause 5 at the above rates.

Proportion.

(In any factory or place.)

Three female improvers to each female worker employed and receiving at wages rates or earning at piece work prices not less than the minimum wage for adult females.

Provided that the total number of female apprentices and improvers in any factory or place shall not exceed three to each adult female receiving not less than the minimum wage for adult females.

Other Employees.

4.

MALES.

	Wages Per Week of 44 Hours.
	<i>s. d.</i>
Pattern Cutting—	
Pattern Cutters or Designers	148 0
Clicking—	
Clicking outsides (other than felt, fabric, sheep's roans or splits)	140 0
Clicking felt, linings, fabrics, sheep's roans, splits—	
By hand	135 0
By machine	131 0
All others	131 0
Stuff cutting—	
Cutting leather outsides, insoles or half soles	140 0
Ranging by hand	140 0
All others	131 0
Making—	
All operatives except those for whom the rates hereinafter appearing are prescribed	140 0
Operator of bottom levelling machine	131 0
Operator of buzzer machine	131 0
Operator of loose nailing machine	131 0
Bevelling by hand	131 0
Heeling by hand	131 0
Opening channels	131 0
Closing channels	131 0
Feathering	131 0
Turning pumps	131 0
Laying linings and shanking	131 0
Pulling up backs	131 0
Pulling on	131 0
Tingling and trimming (hand or machine)	131 0
Putting on heels and toe plates	131 0
Attaching wood heels by hand	131 0
Putting in stiffeners or toes	127 0
Putting in bottom fillings and shanks	127 0
Slipping off	127 0
Pulling out tacks	127 0
Stamping and sorting soles	127 0
Solutioning or cementing by hand or machine	127 0
Putting studs or bars on football boots	127 0
Finishing—	
Finishing right through by hand	140 0
Operating heel trimmer	140 0
Operating edge trimmer	140 0
Operating edge setter	140 0
Operating heel scourer	140 0
Operating Naumkeag machine and/or sandpapering machine	134 0
Slipping off	127 0
All others	131 0

FEMALES.

5. (a) Females employed clicking, designing, or cutting patterns, stuff cutting, stuff fitting, or preparing for makers, or making or finishing, including the following operations in the making of slippers:—Turning, bottom levelling, wood heeling, blocking, steaming, and ironing on the last, irrespective of age or experience shall be paid the same rates as are paid to adult males on the same class of work.

(b) Females employed attaching uppers to soles of shoes, known as or similar to the Sahara Sandal, or interlacing material of the uppers on the last or attaching such uppers to the soles of shoes known as Basket Shoes or any shoe similar thereto shall be paid the same rates as are paid to adult males on the same class of work.

	Wages per Week of 44 Hours.	Loading Constant.	Total Wage.
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
(c) Females with (i) four years' experience employed on any form of sewing machine	83 9	3 0	86 9
(ii) any other machine	79 3	3 0	82 3
(iii) any other work set out in clause (6) hereof	77 6	2 9	80 3
(d) Females with four years' experience not otherwise provided for	77 6	2 9	80 3

(e) In addition to the rates prescribed herein any female employee:—

(i) operating a machine with hot or liquid wax shall be paid 7s. 6d. per week.

(ii) operating a wax thread or cord machine not using hot or liquid wax shall be paid 5s. per week.

(f) Females over the age of 21 years with less than the experience hereinbefore mentioned shall for the first twelve months be paid 78s. 9d. per week and thereafter the rate prescribed for their occupation.

FEMALE WORK.

6. The following classes of work may be performed by female employees at the rates prescribed in clause 5, sub-clause (c) (iii):—

- (a) making cosy slippers with soles of upper leather or other soft material with felt or compo filling (excepting the operation set out in clause 5 (a));
- (b) attaching felt to leather soles by Union Special Machine No. 75B 80,100 or any similar table machine;
- (c) marking, stamping, fitting of uppers, machining of uppers, pasting of uppers, lacing of uppers or preparing slippers for the slipper turn sewing machine;
- (d) ironing off the last;
- (e) socking;
- (f) pomming;
- (g) attaching ornaments;
- (h) final trimming and boxing;
- (i) cleaning;
- (j) spraying;
- (k) branding;
- (l) final polishing;
- (m) final brushing;
- (n) sizing;
- (o) treeing after boot is finished;
- (p) patent and coloured leather repairing;
- (q) solutioning and covering wood heels;
- (r) skiving or trimming the insides and outsides of uppers (including cut outs);
- (s) interlacing of uppers before or after making (excluding hand made basket shoes);
- (t) making (in all stages) infants' 0s to 6s footwear with soles of upper leather or other soft material;
- (u) preparing toe puffs of material other than crop;
- (v) all work on which females can be employed in the heel and last-making industry.

JUNIOR WORKERS—MALES.

7. (a) Unapprenticed male juniors may be employed in the following occupations:—Tacking on insoles, putting in stiffeners or toes, putting in bottom fillings and shanks, putting in and slipping lasts, last carrying, last sorting, heel nail feeding, inking edges, solutioning or cementing by hand or machine, inking and colouring (one colour only), rubbing off heels, drawing tacks or nails, socking and sizing, tacking up stuff (including the cutting and preparation of football studs), putting in followers, branding or stamping, any other occupation usually performed by females under this Determination.

(b) The maximum number of unapprenticed male juniors who may be employed in any factory shall not exceed the proportion of one junior to ten or fraction of ten of the average number of male adults employed for the previous six months.

(c) Unapprenticed male juniors shall be paid the rates provided for apprentices plus 10 per cent.

(d) Any unapprenticed junior who has had six years' experience in the industry and who has not reached twenty-one years of age shall be paid the adult rate for the class of work he is performing.

HOLIDAYS.

8. (a) The following days shall be allowed as holidays without deduction of pay—the days observed in the particular State as:—New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day and Boxing Day.

In the Metropolitan District of Melbourne, Cup Day shall be substituted for King's Birthday.

(b) All work performed on any of the abovementioned holidays shall be paid for at the rate of double time.

ANNUAL HOLIDAY.

9. 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.

SUNDAY WORK.

10. All time worked on a Sunday shall be paid for at the rate of treble time, payment being made for a full day, namely 8½ hours, whether such full day is worked or not. Provided that time worked in the alterations of plant or machinery necessary for resumption of work the next following working day shall be paid for at the rate of time and a half.

NOTE.—Section 8 of the *Factories and Shops Act No. 4275* prohibits work on Sundays, but the Minister of Labour may suspend this section in exceptional circumstances.

HOURS OF WORK.

11. (a) The ordinary hours of work shall not exceed 44 per week to be worked in five days between the hours of 7.30 a.m. and 5.30 p.m. on Monday to Friday inclusive. Provided that this spread of hours may be altered by mutual agreement between an employer and the Australian Boot Trade Employees Federation.

(b) Each employer may fix starting and finishing times for his own factory and such starting and finishing times, when fixed, shall not be altered except on fourteen days' notice to the employees concerned.

MEAL TIME.

12. (a) Not less than 30 nor more than 60 minutes, shall be allowed each working day for a midday meal.

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

(c) An employee working on production called upon to work during his meal hour shall be paid at the rate of double time for the time so worked, and such payment shall be continued until an employee has been relieved for a meal.

REST PERIOD.

13. (a) All employees shall be allowed a morning rest period of ten minutes at a time to be mutually arranged in each factory.

(b) Facilities for making tea shall be provided by the employer for employees at the commencement of rest periods and meal hours.

MIXED FUNCTIONS.

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

OVERTIME.

15. (a) All time worked by an employee before his or her starting time or after his or her finishing time shall be paid for at the rate of time and a half for the first two hours and double time thereafter.

(b) In computing overtime, each day's work shall stand alone.

(c) Junior workers and apprentices shall not work overtime without the approval of the Apprenticeship Commission, unless a proportionate number of adult males or fully experienced females is employed in the respective departments.

(d) Employees called upon to work overtime exceeding one hour shall be allowed at least 30 minutes for a meal, and shall in addition to any overtime payable be allowed 2s. for such meal, provided that in the case of Saturday overtime 2s. shall be payable only if the work extends beyond the ordinary time for ceasing work for the midday meal.

TERMS OF ENGAGEMENT.

16. (a) Except as hereinafter provided employment shall be 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 affect the right of the employer to dismiss any employee 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 breakdown 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 17 of this Determination, lose his pay for the actual time of such non-attendance.

ABSENCE ON SICK LEAVE.

17. (a) An employee who has been in the service of an employer for three months and who is absent from his work on account of personal sickness, or on account of 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 his 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 employees entering into operation 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 at the request of 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 or accident. Nothing in this sub-clause shall limit the employer's right 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 three years, but for no longer from the end of year in which it accrues.

Attendance at Hospitals, &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 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.

Year.

- (e) For the purposes of this clause a year shall be deemed to commence on 1st January, and cease on 31st December.

PAYMENT OF WAGES.

18. (a) Wages shall be paid on Wednesday or Thursday or Friday in each week. Each employer shall fix a pay day, which once fixed shall not be altered unless with the consent of the Australian Boot Trade Employees Federation. Separate pay days for male and female employees may be fixed in any factory.
- (b) Not more than one day's wages shall be kept in hand excepting that where a holiday occurs on the actual pay day, the following day may be substituted as pay day.
- (c) Any employee working part of a week shall be paid all moneys due on ceasing work for that week.
- (d) Where an employee's services are dispensed with, all moneys due shall be paid immediately on the employee ceasing work.
- (e) Employees kept waiting for their pay after ceasing work at the usual hour shall be paid at overtime rates for all the time they are kept waiting as aforesaid.

TIME AND WAGES BOOK.

19. (a) Each employer shall keep a time and wages book or record, showing the name of each employee, his or her occupation, the hours worked each day and the wages and allowances paid each week.
- (b) The time occupied by an employee filling in time books or cards or in the making of records other than checking in or out at the beginning or end of duty shall be treated as time of duty.
- (c) The time and wages book or records shall be open for inspection by a duly accredited permanent official of the Australian Boot Trade Employees Federation during the usual office hours at the employer's office or other convenient place.
- An inspection by such an official as aforesaid shall not be demanded unless the secretary of the Federation or the district secretary or organiser of any branch of the Federation suspects that a breach of this Determination has been or is being committed, and not more than one demand for such inspection shall be made in any one fortnight at the same establishment.
- The official making such inspection shall be entitled to make and retain a copy of entries in a time and wages book or record relating to the suspected breach of this Determination.

SEATS.

20. Where it is necessary for employees to sit at their work seats which shall be reasonably comfortable shall be provided by the employer for the employees.

DETERMINATION POSTED.

21. A copy of this Determination, together with all variations thereof, shall be posted and kept posted by the employer in each factory or workshop in a prominent place accessible to employees.

TOOLS.

22. (a) The employer shall provide all needles and findings, grindery, tool for finishers, viz., leather knives, fudge wheels, ordinary top irons, waist wheels and brushes (paint and ink), workshops and light and all colours and material used in connexion with the trade.

(b) The employer shall provide the following tools, viz., clicking knives, scissors for females who are required to use them, and the employer shall, at his own expense, keep the scissors properly ground.

(c) Until such time as the employer replaces the scissors now in use an operative shall continue to use her own scissors, and during the time of such use the operative shall be paid an allowance of 3d. per week.

(d) Notwithstanding anything herein contained, employers shall provide apprentices with all necessary tools.

DEDUCTION IN WAGES.

23. Deduction in wages may be made only for such time as is actually lost by an employee. Such deduction shall not be made from the wages of apprentices except in accordance with the Indentures of Apprenticeship.

PIECEWORK.

24. (a) Any employer may fix and pay piece work rates in lieu of time rates so long as such rates permit an employee of average capacity to earn at least ten per cent. more than the minimum rate prescribed for his or her class.

(b) If any groups of employees in any factory are dissatisfied with the piece-work rates so fixed they shall have the right to refer the matter to the Secretary for Labour for investigation and decision.

RIGHT OF ENTRY.

25. Any duly accredited permanent official of the Australian Boot Employees Federation authorized in writing by the Secretary for Labour shall for the purpose of interviewing or conversing with the employees in any factory or place have the right to enter such factory or place if therein a member of such Federation or persons in the same callings are employed by an employer covered by this Determination.

(b) Officials authorized as aforesaid shall not wilfully hamper or hinder the employees during their working time, but may for the purpose of collecting dues, posting Union notices and attending to other Union matters relating to the industry, interview any employee or converse with them during any luncheon or non-working time.

(c) If any employer alleges that an official is unduly interfering with his workshop or is creating disaffection amongst his employees or is offensive in his methods or is committing a breach of any of the foregoing conditions, the employer may refuse the right of entry, but the official shall have the right to bring such refusal before the Wages Board.

WASHING ACCOMMODATION.

26. The employer shall provide suitable washing accommodation for all employees.

SHOP STEWARDS.

27. An employer shall allow a shop steward appointed by employees in each workshop the necessary time during working hours to interview him or his representative on matters affecting the employees whom the steward represents.

FIRST-AID OUTFIT.

28. Each employer shall provide a properly equipped first-aid chest. Such chest shall comply, as to its contents, with the requirements of the Factories and Shops Acts.

PERIODICAL ADJUSTMENT OF WAGES.

29. The wages rates for adult males set out in clause 4 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 by clause 30.

BASIC WAGE.

Place.	Needs Basic Wage (Adjustable).	Prosperity Loading (Constant).	Industry Loading (Constant).	Total Industry Wage.	Index Number Set Assigned.
	Per Week. £ s. d.	Per Week. s. d.	Per Week. s. d.	Per Week. £ s. d.	
Whole of the State	5 4 0	5 0	4 0	5 13 0	Six Capital Cities (Weighted Average)

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, 1948, the 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.

(d) The rates prescribed for female workers in clauses 3 and 5 other than the constant loadings, shall be increased or decreased proportionately to increases or decreases of the needs basic wage calculated to the nearest threepence, half or less than half of threepence to be disregarded.

(e) The wages of male juniors shall be the percentages of the needs basic wage and in addition thereto the constant and industry loadings specified in clause 2 of this Determination.

MARGINS—MALES.

31. In addition to the amounts prescribed in clause 29, the following margins shall be paid :—

	Per Week.
	s. d.
Pattern Cutting—	
Pattern Cutters or Designers	35 0
Clicking—	
Clicking outsides (other than felt, fabric, sheep's roans or splits)	27 0
Clicking felt, linings, fabrics, sheep's roans, splits—	
By hand	22 0
By machine	18 0
All others	18 0
Stuff cutting—	
Cutting leather outsides, insoles, or half soles	27 0
Ranging by hand	27 0
All others	18 0
Making—	
All operatives except those for whom the rates hereinafter appearing are prescribed	27 0
Operator of bottom levelling machine	18 0
Operator of buzzer machine	18 0
Operator of loose nailing machine	18 0
Levelling by hand	18 0
Heeling by hand	18 0
Opening channels	18 0
Closing channels	18 0
Feathering	18 0
Turning pumps	18 0
Laying linings and shanking	18 0
Pulling up backs	18 0
Pulling on	18 0
Tingling and trimming (hand or machine)	18 0
Putting on heels and toe plates	18 0
Attaching wood heels by hand	14 0
Putting in stiffeners or toes	14 0
Putting in bottom fillings and shanks	14 0
Slipping off	14 0
Pulling out tacks	14 0
Stamping and sorting soles	14 0
Solutioning or cementing by hand or machine	14 0
Putting studs or bars on football boots	14 0
Finishing—	
Finishing right through by hand	27 0
Operating heel trimmer	27 0
Operating edge trimmer	27 0
Operating edge setter	27 0
Operating heel scourer	27 0
Operating Naumkeag machine and/or sandpapering machine	21 0
Slipping off	14 0
All others	18 0

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

J. V. WILLOX, Secretary.

Melbourne, 29th October, 1947.

