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GOVERNMENT GAZETTE.

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[1948

Factories and Shops Acts.

DETERMINATION OF THE PLASTIC MOULDING 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 appointed to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the process, trade, or business of wholly or partly preparing or manufacturing articles from synthetic resin, casein, or other substance of a similar nature" has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence on or after the 8th June, 1948, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2. APPRENTICES OR IMPROVERS.

	Wages per Week of 40 Hours.		
	Males.	Females.	
Under 16 years of age .. .. .	<i>s. d.</i> 37 6	<i>s. d.</i> 31 9	No female shall be employed until she attains the age of fifteen years.
16 years of age .. .. .	49 0	37 6	
17 years of age .. .. .	60 6	43 3	
18 years of age .. .. .	77 9	54 9	
19 years of age .. .. .	89 3	60 6	
20 years of age .. .. .	100 9	66 3	
And thereafter the minimum wage.			

*Proportion.*

MALE APPRENTICES.

One male apprentice to every three or fraction of three adult male workers receiving not less than 128s. per week of 40 hours.

MALE IMPROVERS.

Such numbers of improvers as shall not together with apprentices exceed, in the aggregate, one to every three or fraction of three adult male workers receiving not less than 128s. per week of 40 hours.

FEMALE APPRENTICES.

One female apprentice to each adult female worker receiving not less than 91s. 3d. per week of 40 hours.

FEMALE IMPROVERS.

Such number of improvers as shall not together with apprentices exceed, in the aggregate, one to each adult female worker receiving not less than 91s. 3d. per week of 40 hours.

(a) The number of adult females or adult males respectively employed at any given time shall be deemed to be the weekly average number employed during the immediately preceding period of twelve calendar months. For the purpose of ascertaining the proportion of improvers to male or female adults, there shall be a weekly count, and any union official making an inspection of the books to ascertain such proportion shall take the weekly average number of such male or female adults as the case may be, and the average number of male or female improvers employed during the week in which the inspection is made.

(b) Notwithstanding anything hereinbefore contained, junior workers receiving the adult wage prescribed for the class of work being performed by them, shall be counted as adult workers in calculating the proportion of juniors, but, in calculating such wage, bonuses shall not be considered as part of the wage.

3.

ADULT MALES.

		Wages per Week of 40 Hours.
		£ s. d.
<i>Plastic Section.</i>		
1. Operator on warming and/or masticating mill .. .. .		6 14 0
2. Operator on mixing mill .. .. .		7 1 0
3. Operator in charge of forcing or extruding machine .. .. .		6 16 0
4. First assistant on Calender, 48 inches and over .. .. .		6 18 6
5. First assistant on Calender under 48 inches .. .. .		6 12 0
6. Operator in charge of Calender, 72 inches and under .. .. .		7 10 0
7. Operator in charge of Calender over 72 inches .. .. .		7 15 0
8. Plastic press operator, i.e., an operator of a press who is required to exercise a discretion as to all or any of the following matters, viz., kind or quantity of powder, pressure, temperature and time of curing .. .. .		7 12 0
9. Plastic press operator (other) .. .. .		6 19 0
10. Process worker, i.e., a person employed—		
(a) as operator of mixing machines (other than those in item 2), ball and grinding machines, laminating and impregnating machines, pelleting machines or cutting machines;		
(b) in the powder room .. .. .		6 17 0
11. Employee engaged in any operation not set-out above .. .. .		6 8 0
<i>Casein Section.</i>		
12. Machinist, i.e., a person who is partly or wholly engaged in setting up and operating a lathe .. .. .		7 12 0
13. Plastic press operator, i.e., an operator of a press who is required to exercise a discretion as to all or any of the following matters, viz. :—pressure, temperature and time of curing .. .. .		7 12 0
14. Plastic press operator (other) .. .. .		6 19 0
15. Process worker, i.e., a person engaged in the drying room, on acid or formaldehyde baths, on all classes of cutting machines, drum sanding machines, trapping machines, polishing machines, grinding machines, or injection machines .. .. .		6 17 0
16. Employee engaged in any operation not set out above .. .. .		6 8 0

ADULT FEMALES.

		Wages per Week of 40 Hours.
		£ s. d.
All adult females .. .. .		4 11 3

SPECIAL RATES.

4. Employees handling carbon black before processing, and employees engaged in processing free carbon black shall be paid the sum of 3s. per day in addition to the rate herein fixed for the class of work performed.

SHIFT RATES.

5. (a) Male employees engaged on continuous work shifts shall be paid an additional 2s. 6d. per shift on afternoon and night shift. Instead of paying the said sum of 2s. 6d. for each afternoon or night shift, the employer at his option may pay the sum of 1s. 8d. for each continuous work shift.

(b) Male employees, not engaged on continuous work shifts, working on night shift as defined in clause 6 of this Determination shall be paid an additional 2s. 6d. per shift.

(c) Females employed on continuous or rotating shifts shall be paid the following shift allowances :—

*Continuous Shifts—*

	s. d.
Morning shift .. .. .	2 0
Afternoon shift .. .. .	3 0
Night shift .. .. .	4 0

*Rotating Shifts—*

Afternoon shift .. .. .	3 0
Night shift .. .. .	4 0

(d) Employees working shifts shall for work performed between midnight on Friday and the ordinary ceasing time on Saturday, be paid at the minimum rate of time and a quarter.

(e) An employee (not having requested his employer to so work) 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 time off night shift in each three-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. The request referred to herein shall be in writing and shall specify the period the employee desires to remain on night shift and during such period the employee shall be entitled only to the payments specified in sub-clauses (a), (b), (c) or (d) hereof.

DEFINITIONS.

6. "Adult" as is used in this Determination, shall include junior workers receiving the adult wage under sub-clause (b) of clause 2.

"Night shift" means any shift worked wholly or partially between the hours of 8 p.m. and 6 a.m., but shall not include any shift worked on continuous work shift.

"Union" in this Determination, shall mean The Federated Rubber Workers' Union of Australia.

## HOURS OF DUTY.

7. (a) The ordinary hours of duty for employees not engaged on continuous work shifts shall not without payment for overtime at the rates and subject to the conditions hereinafter appearing exceed 8 in any one day and 40 in any week, to be worked between the hours of 6 a.m. Monday and 7.30 a.m. Saturday.

(b) The ordinary hours of duty of employees on continuous work shifts shall not without payment for overtime at the rates and subject to the conditions hereinafter appearing exceed 8 in any one day or 40 in any one week.

Employees on continuous work shifts shall work five shifts per week between the hours of 6 a.m. on Monday and 7.15 a.m. on Saturday; provided, however, that these times may be varied by agreement between the parties to suit the peculiar circumstances of any particular factory or may be altered for the same purpose by the Wages Board. A meal break not exceeding 20 minutes shall be granted with pay on each shift and shall be arranged by the employer at a convenient time as near as practicable to the middle of the shift. Continuous work shifts shall be worked in rotation. Provided that this sub-clause shall not apply to three-shift workers where the starting and/or finishing times of one or more of the shifts overlap.

(c) The hours of duty of any night shift worker shall be consecutive with breaks for meals.

(d) No male junior worker, under the age of eighteen years, shall work between the hours of 10.30 p.m. and 6 a.m. and no female shall work between the hours of 9 p.m. and midnight.

(e) The starting or finishing time of any employee must be the same for at least one week unless overtime is paid; provided that the starting or finishing times may be changed in the case of sickness or accident or breakdown of plant or equipment, or in the case of an employee replacing another who does not turn up for work at his usual starting time.

(f) Females may be employed on continuous or rotating shift operations.

For the purpose of this sub-clause "afternoon shift" shall mean any shift worked wholly or partly between 8 p.m. and 11 p.m. "Night shift" shall mean any shift worked wholly or partly between 11 p.m. and 6 a.m.

## OVERTIME.

8. (a) Except as hereinafter provided all time worked before or after the employee's starting or finishing time shall be paid for at the rate of time and one-half for the first four hours, and double time thereafter.

(b) On continuous work shifts, when one or more employees fail to report for duty without having given 24 hours' notice of intention of being absent, a corresponding number of employees on the preceding shift may be worked overtime at the rate of time and a quarter for the first two hours, and double time thereafter.

(c) The laws in force at the date of commencement of this Determination governing overtime in factories in the State of Victoria, except in regard to the payment of tea money to females, shall, where not inconsistent with this Determination, be deemed to be incorporated in this Determination as part thereof; provided, however, that the number of days upon which males under sixteen years of age, or females may be called upon to work overtime, shall be thirty in each year, and such additional number of days not exceeding 30 as may be approved by the Secretary for Labour.

For the purposes of this sub-clause "year" shall mean twelve calendar months, starting with the 1st day of January each year.

(d) An employer may require any employee to work reasonable overtime at overtime rates and such employee shall work overtime in accordance with such requirement.

## MEALS.

9. (a) Any male employee not informed the day before that he is required to work overtime shall be allowed the sum of 2s. 6d. for meal money, if the overtime so worked exceeds 1 hour in any day or shift. If an employee, pursuant to notice in that regard, has provided himself with a meal and is not required to work overtime, he shall be paid 2s. 6d. for the meal so provided: provided that this payment need not be made if the employee concerned could not work overtime on account of a strike by the union or any other union, or through any breakdown of machinery, or any stoppage of work brought about by any cause whatsoever which the employer could not reasonably prevent.

(b) Any female required to work overtime in excess of 30 minutes in any one day shall be paid 1s. meal money.

(c) An interval of not less than 30 minutes shall be allowed for the midday meal, as near as possible to the middle of the day's work: provided that on shift operations, other than continuous work shift, a meal period of not less than 20 minutes in each shift shall be provided, which shall not count as time worked.

(d) Any employee required for duty during his usual meal time shall be paid at the rate of time and a half until he be allowed the usual length of time for a meal, unless he is allowed to have his meal at his job, and is paid at the rate of time and a half during the time of his usual meal time.

## MAXIMUM NUMBER OF HOURS WORKED.

10. (a) No employee shall be required to work in the factory or workshop for more than 12 hours in any one day or night.

(b) No employee engaged on day work, shift work, or night shift, after completing the recognized hours which constitute the day's work or shift, shall be called upon to work an extra shift.

(c) No employee shall be required to work in the factory or workshop for more than 12 hours without a break of 8 hours' rest before commencing a shift or day's work.

## RECORD OR TIME BOOK.

11. (a) Each employer shall keep, in the English language, some card or check used in connexion with a mechanical clock or a time and wages book, showing the name of each employee, his occupation, the hours worked each day, and the wages, allowances, and overtime paid each week: provided that the requirement in respect to his occupation shall be deemed to be shown as required if the item number set out against the employee's classification in clause 3 hereof be shown in lieu of the said occupation.

(b) The records referred to in sub-clause (a) hereof shall be open for inspection by a duly-accredited official of the union (as to members of his union) during the usual office hours at the employer's office or other convenient place; provided that no inspection shall be demanded unless the secretary of the union or of a branch thereof suspects that a breach of this Determination has been or is being committed: provided also that only one demand for such inspection shall be made in any one fortnight at the same establishment: provided also that no demand for production need be complied with unless 24 hours' notice in writing of the intention to inspect shall have been given to the employer concerned.

## HOLIDAY AND SUNDAY WORK.

12. (a) All weekly wage employees shall be granted the following holidays without deduction of pay:—New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, Anzac Day, the day observed as King's Birthday, Christmas Day, and Boxing Day or such other day in substitution for any specified day as may be agreed upon between the union and any employer.

(b) If any of the above holidays occur on a Sunday or a Saturday, and are not observed on any other day, then employees shall not be paid for such Sunday or Saturday.

(c) An employee absent as the result of an accident sustained in the course of his employment or on the period journey to or from his place of employment and who is receiving payment under any Workers' Compensation Act, shall not be entitled to payment for any of the holidays prescribed in sub-clause (a) of this clause occurring during such absence, but shall only be entitled to the difference between the payment received for such day under any Workers' Compensation Act and his ordinary Determination wage for the holiday.

(d) Any employee absenting himself from work on any portion of the working day preceding or following a holiday provided for in this clause without reasonable excuse or without permission from his employer, shall not be entitled to payment for such holiday.

(e) Shift workers may be required to work until the completion of their shifts on holidays without the payment of holiday rates, provided they are not required to work on the night shift commencing on a holiday.

(f) Notwithstanding anything to the contrary contained in this Determination, if any employer shall give to any employee a notice of termination of engagement expiring or taking effect as a dismissal within seven days of the date on which any of the said holidays fall or are observed, such employer shall pay to the employee so dismissed, a day's pay for each such holiday falling or being observed within seven days of the termination of the engagement, unless the engagement is terminated by the employer by reason of the misconduct of the employee: provided that this sub-clause shall not apply to any employee who at the date of the expiration of such notice shall not have been employed by the employer concerned for at least 80 per cent. of the ordinary working time of the three consecutive weeks immediately preceding the expiration of such notice: provided further that when any holiday is observed on a non-working day, the employee concerned shall not be entitled to payment for such holiday.

(g) Any employee who is employed on a Sunday or any holiday provided for in this clause shall for all time worked on that day be paid at the rate of double time.

#### ANNUAL LEAVE.

##### *Period of Leave.*

13. (a) Except as hereinafter provided 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 in any one or more of the occupations to which this Determination applies.

##### *Annual Leave Exclusive of Public Holidays.*

(b) The annual leave prescribed by this clause shall be exclusive of any of the holidays prescribed by clause 12 of this Determination and if any such holiday falls within an employee's period of annual leave and is observed on a day which, in the case of that employee, would have been an ordinary working day, there shall be added to that period one working day for each such holiday falling as aforesaid.

##### *Broken Leave.*

(c) 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.*

(d) 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 respect of absences referred to in paragraph (iii) of sub-clause (d) hereof, the employee shall in addition to his obligations thereunder inform the employer, in writing if practicable, within 24 hours of the commencement of such absence of his inability to attend for duty, the reason for and the estimated duration of such absence.

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.

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 accordance with this sub-clause, 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.

##### *Successor or Assignee.*

(e) Where the employer is a successor 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.*

(f) 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.*

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

##### *Time of Taking Leave.*

(h) Annual leave shall be given at a time fixed by the employer within a period not exceeding three 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.*

(i) 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 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 12 of this Determination.

*Payment for Period of Leave.*

(j) Each employee before going on leave shall be paid all wages which would normally become due and payable during the period of leave.

For the purposes of this sub-clause and sub-clauses (k) and (l) hereof wages shall be at the rates 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.*

(k) 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  $6\frac{2}{3}$  hours at his ordinary rate of wage in respect of each completed month of continuous service.

*Annual Close Down.*

(l) 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 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 (k) of this clause subject to adjustment for any proportionate leave which he may have been allowed as aforesaid.

*Disputes.*

(m) All disputes under this clause shall be referred to the Wages Board.

## TERMS OF ENGAGEMENT.

14. (a) To become entitled to payment of a weekly wage, an employee must perform such work as the management shall from time to time require on the days and during the hours usually worked by the class of employee affected, and in accordance with the terms of this Determination.

(b) An employee engaged for the first time shall for the first three weeks of such engagement be employed from day to day at the weekly rate fixed by this Determination.

(c) Any employee failing to attend for duty shall lose pay for the time of such non-attendance except as provided under clause 15 of this Determination.

(d) Employment shall be terminated only by a week's notice on either side, but such notice may be given at any time during any week: provided that any employer may dismiss any employee without notice for malingering, inefficiency, neglect of duty, or misconduct, and in such case the employee shall be paid up to the time of dismissal only: provided further, that any employer may deduct payment for any day or part thereof an employee cannot be usefully employed because of any strike by the union, or any other union, or through any breakdown of machinery, or any stoppage of work by any cause whatsoever which the employer cannot reasonably prevent.

For the purposes of this sub-clause, notice given at or before the commencement of any shift shall commence to run from the beginning of such shift, and notice given after the commencement of a shift shall not begin to run until the commencement of the next succeeding shift.

(e) Any weekly employee leaving without giving and working out the notice prescribed in this clause, may, at the option of the employer, be called upon to forfeit to the employer up to three days' pay.

(f) Casual employees may be engaged at hourly rates, provided such rates calculated from hour to hour are 10 per centum higher than the rates prescribed for weekly employees doing the same class of work.

## SICK LEAVE.

15. (a) Any weekly-wage employee shall be entitled to leave of absence without deduction of pay, provided he produces or forwards within 48 hours of the commencement of such absence a medical certificate or other evidence satisfactory to the management that the absence was the result of personal accident arising out of and in the course of his employment, in respect of which no compensation is payable under any Workers' Compensation Act.

(b) An employee on weekly hiring after one month's service with his employer who is absent from work on account of personal ill-health necessitating such absence, shall be entitled to leave of absence without deduction of pay, subject to the following conditions:—

- (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 48 hours of the commencement of the absence, produce or forward a medical certificate or other evidence satisfactory to the management certifying his inability to attend for duty;
- (iii) Subject to the provisions of sub-clause (c) of this clause, he shall not be entitled in any year (whether in the employ of one employer or of several) to paid leave in excess of 40 hours;
- (iv) He shall produce a certificate from his previous employer or employers during the current year certifying the amount of sick leave, if any, granted by them with pay for such year.

(c) Sick leave shall accumulate from year to year so that any balance of the period specified in sub-clause (b) (iii) 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 an 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 accrued.

(d) For the purposes of this clause "Year" shall mean twelve calendar months starting with the 1st day of January in each year.

## PAYMENT OF WAGES.

16. (a) Wages shall be paid not later than Wednesday in each week: Provided that in any week in which a holiday prescribed by this Determination is observed on a Monday or a Tuesday wages shall be paid not later than Thursday.

(b) No employer shall keep more pay in hand than has accrued to any employee up to the end of the preceding calendar week.

(c) All wages shall be paid during working hours.

(d) Any employee leaving on proper notice or dismissed shall be paid his wages on leaving or being dismissed: Provided that when an employee is dismissed outside ordinary office hours he shall be paid not later than 10 a.m. on the next working day. In the case of piece-workers or bonus workers, the time wages need be paid only in accordance with the foregoing provisions.

## MIXED FUNCTIONS.

17. (a) Any employee engaged in any one day or shift for more than two hours at work in a higher class than he is employed to perform shall be paid for the full day or shift at the highest rate payable for any such work under this Determination; but if he is so engaged for less than two hours he shall be paid only at the rates fixed by this Determination for the work he actually performs.

(b) Any employee who is transferred to a lower grade of work than that upon which he is usually employed, shall be paid at the higher wage for the remainder of the day or shift on which such transfer takes place, and from the commencement of the next working day or shift he shall be paid at the appropriate wage for the class of work performed.

## TOOLS OF TRADE.

18. (a) The employer shall provide all tools of trade.

(b) Any employee engaged on acid vats, or in wet places, shall be supplied with apron or overalls, and rubber or other suitable boots, free of charge.

## SEATS FOR FEMALE WORKERS.

19. When practicable, seats with backs shall be provided for all females whilst on duty.

## HEAVY WEIGHTS.

20. (a) No male employee shall be required to pull, drag, or push more than 10 cwt.; Provided that this sub-clause shall not apply to any truck on rails nor to any truck fitted with ball or roller bearings.

(b) No female employee shall be required to lift or carry more than 30 lb.

(c) No male employee shall be required to lift or carry excessive weights. Any dispute about what constitutes "excessive weights" shall be referred to the Wages Board.

## REST TIME.

21. A rest period of 10 minutes shall be allowed to all employees in the first half of each day or shift, at a time fixed by the employer: Provided that the time of taking the rest period may vary, at the option of the employer, as between employees and provided further, that employees shall not leave the department or section in which they are employed without the consent of the employer.

## HEALTH OR HYGIENIC CONDITIONS.

22. (a) Every employer shall in each factory supply suitable dining-room accommodation.

(b) Every employer shall provide sufficient boiling water for employees at meal hours.

(c) Every employer shall supply drinking water in each department of the factory.

(d) Any employee engaged as calender hands, mill hands, compound hands, shall be provided with a lock-up cupboard, suitable baths or showers, and a changing-room.

(e) All dipping vats, excluding those containing latex and varnishing solutions, shall be provided with covers.

(f) Sifting boxes or machines shall be rendered reasonably dust proof.

(g) Hoods and exhaust flues shall be installed over all mixing mills, dry heaters, chalking or sifting machines, and buffs, provided that no hood or exhaust flue shall be required to be installed over any portable buff.

## SICKNESS.

23. (a) Any employee may leave work at any time on account of occupational sickness or accident arising out of and in the course of his employment and shall be entitled to re-employment at the termination of the sickness or recovery from the accident: Provided that a satisfactory medical certificate, if called for, is produced to the employer or his representative at the time of application for re-employment, and provided that notice of his inability to work be conveyed to the employer within 48 hours of such inability arising.

(b) Any employee so leaving work for more than seven days may be required to give to his employer seven days' prior notice of his fitness to resume work.

(c) In no case shall an employee be entitled to re-employment in pursuance of this clause after the expiration of six months from the first notification of the sickness or the accident causing the absence.

(d) This clause shall apply only to employees who are entitled to benefits under the Workers' Compensation Act.

(e) Any employee injured on the employer's premises, whether the injury is incidental to his or her work or not, shall report such injury at a first-aid room or other appointed place before leaving the premises.

## FIRST-AID ATTENDANT.

24. (a) First-aid appliances and a certified first-aid attendant shall be provided by employers at all factories, and where female employees are employed such first-aid attendant, or another first-aid attendant, shall be a female. Such female attendant may do other work.

(b) An employee appointed by the employer to render first-aid shall be paid the sum of 2s. for each day for which he is so appointed in addition to the wage rates prescribed by this Determination.

## UNION DELEGATE.

25. (a) The general secretary or any branch secretary of the union, or any official thereunto, authorized by the union, shall not be prevented by any employer from visiting and conversing with the members of the union in the dining-room or waiting-room (where provided) at meal times, or before or after the hours of work.

(b) If any such official make himself objectionable to the employer or to any manager or foreman or employee, the right of such official to visit may be determined by the employer affected, and the union may substitute another official in his stead.

## UNION BUSINESS.

26. Any member of the Federal Council of the Union or any member of the Committee of Management of any State branch thereof, may leave work to attend to the business of the union, provided that at least three days' notice of such intention shall have been given to the employer. Any employee so absent shall not be paid for the period of such absence.

## NOTICE BOARD.

27. (a) A notice board shall be provided in the dining-room or in some other prominent position at the works.

(b) Any notice previously approved by the employer or his representative may be posted on such notice board.

(c) A copy of this Determination shall be posted and kept posted at the notice board provided pursuant to sub-clause (a) hereof not later than 28 days after the date of issue of such Determination.

## WASHING TIME.

28. Persons employed on carbon black operations who are entitled to the special rate of 3s. per day prescribed by clause 4 of this Determination shall be allowed 10 minutes washing time at the end of each shift.

TRAVELLING TIME.

29. (a) Where an employee goes direct to a job away from his usual place of employment, all travelling time reasonably spent in excess of the time usually taken in travelling to and from his home to his usual place of employment shall be paid for at ordinary rates on all metropolitan and suburban work.

(b) On country work, travelling time outside ordinary working hours shall be paid for at ordinary rates with a maximum of 8 hours out of any period of 24 consecutive hours commencing at 8 a.m. on any day.

(c) Travelling time on Sundays and holidays shall be paid for at time and one half.

(d) All fares, board and lodging, and reasonable travelling expenses incurred whilst travelling shall be paid by the employer, provided that excess fares only shall be paid on all metropolitan and suburban work.

(e) If so directed, employees shall present themselves for work on outside jobs at the usual starting time and shall work up to the usual ceasing time.

PERIODICAL ADJUSTMENT OF WAGES.

30. 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 by clause 31.

Adult Male Employees.

(i) The minimum rate of wage to be paid to adult male employees shall be the rate ascertained in the following manner, namely:—Where the work is performed in the area or place mentioned in the first column of Table "A" hereunder written, the employee shall be paid the rate mentioned in the fourth column, together with the marginal difference and loading prescribed in the second and third columns respectively of Table "B" hereunder written.

TABLE "A."

Place.	Needs Basic Wage.	Loading (Constant).	Total Basic Wage for Adult Males.	Index Number Set Assigned.
	Per Week. £ s. d.	Per Week. £ s. d.	Per Week. £ s. d.	
Throughout the State . . . . .	5 9 0	0 6 0	5 15 0	Melbourne

Adult Females.

(ii) The minimum rate of wage to be paid to adult females shall be 75 per cent. of the "Total Basic Wage for Adult Males" as provided in Table "A" hereof, payable from time to time plus a loading at the rate of 5s. per week.

Juniors.

(iii) (a) The minimum rates of wages to be paid to juniors shall be calculated at the respective percentages of the appropriate "Total Basic Wage for Adult Males" as provided in Table "A" of clause 30 hereof, payable from time to time as set out hereunder:—

	Males.	Females.
Under 16 years of age . . . . .	30	25
16 years of age . . . . .	40	30
17 years of age . . . . .	50	35
18 years of age . . . . .	65	45
19 years of age . . . . .	75	50
20 years of age . . . . .	85	55

Adjustments in accordance with this clause shall be calculated to the nearest 3d., sums of 1½d. or less to be disregarded.

(b) In addition to the amounts payable under sub-clause (a) of this clause, there shall also be payable a loading at the rate of 3s. per week.

TABLE "B."  
Adult Males.

First Column. Class of Work.	Second Column. Marginal Difference per Week.	Third Column. Loading per Week.
	s. d.	s. d.
<i>Plastic Section.</i>		
1. Operator on warming and/or masticating mill . . . . .	13 0	6 0
2. Operator on mixing mill . . . . .	20 0	6 0
3. Operator in charge of forcing or extruding machine . . . . .	15 0	6 0
4. First assistant on Calender, 48 inches and over . . . . .	17 6	6 0
5. First assistant on Calender under 48 inches . . . . .	11 0	6 0
6. Operator in charge of Calender, 72 inches and under . . . . .	29 0	6 0
7. Operator in charge of Calender over 72 inches . . . . .	34 0	6 0
8. Plastic press operator, i.e., an operator of a press who is required to exercise a discretion as to all or any of the following matters, viz., kind or quantity of powder, pressure, temperature and time of curing . . . . .	31 0	6 0
9. Plastic press operator (other) . . . . .	18 0	6 0
10. Process worker, i.e., a person employed— (a) as operator of mixing machines (other than those in item 2), ball and grinding machines, laminating and impregnating machines, pelleting machines or cutting machines ; (b) in the powder room . . . . .	16 0	6 0
11. Employee engaged in any operation not set out above . . . . .	7 0	6 0
<i>Casein Section.</i>		
12. Machinist, i.e., a person who is partly or wholly engaged in setting up and operating a lathe . . . . .	31 0	6 0
13. Plastic press operator, i.e., an operator of a press who is required to exercise a discretion as to all or any of the following matters, viz.:—pressure, temperature and time of curing . . . . .	31 0	6 0
14. Plastic press operator (other) . . . . .	18 0	6 0
15. Process worker, i.e., a person engaged in the drying-room, on acid or formaldehyde baths on all classes of cutting machines, drum sanding machines, trapping machines, polishing machines, grinding machines, or injection machines . . . . .	16 0	6 0
16. Employee engaged in any operation not set out above . . . . .	7 0	6 0

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 August, 1948, the amounts of the basic wage shall be as prescribed in clause 30.

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

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

J. V. WILLOX, Secretary.

Melbourne, 24th May, 1948.