



VICTORIA
GOVERNMENT GAZETTE.

Published by Authority.

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

No. 902]

THURSDAY, AUGUST 26.

[1948

Factories and Shops Acts.

DETERMINATION OF THE CHARWORKERS BOARD.

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

(b) On the 9th day of October, 1944, the Charworkers Wages Board, operative over an extended area, was appointed to take the place of the Charworkers Board appointed on the 30th September, 1919, the operative area of which was limited to portion of the State only.

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 (other than persons subject to the jurisdiction of the Boarding Houses Board, of the Hospital and Benevolent Asylum Attendants Board, or of the Hotel and Restaurant Board) employed at office cleaning or general cleaning work of a like character in or about any building in which any process, trade, business, or occupation is carried on for profit," has made the following Determination, namely:—

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

2.

Improvers.		Other Employees.	Within the Metropolitan District and the Geelong District as defined in the Factories and Shops Acts and the Orders in Council thereunder; the cities of Ballarat, Bendigo, and Warrambool, and the boroughs of Eaglehawk and Sebastopol.	Elsewhere in Victoria.
MALES.	Per week of 40 hours.	WAGES.*	Per week of 40 hours.	Per week of 40 hours.
WAGES.	<i>s. d.</i>	Males.	<i>s. d.</i>	<i>s. d.</i>
Under 19 years of age	65 6	Office cleaners or general cleaners in charge of—		
19 and under 20 years of age	81 6	4 or more office cleaners or general cleaners ..	153 0	150 0
20 years of age	98 6	1, 2, or 3 office cleaners or general cleaners ..	141 6	138 6
		Other office cleaners or general cleaners ..	132 6	129 6
PROPORTION.		Females.	Per week of 40 hours.	Per week of 40 hours.
<i>Improvers.</i>			<i>s. d.</i>	<i>s. d.</i>
One male improver to every five male workers receiving not less than 132s. 6d. per week of 40 hours.		Office cleaners or general cleaners in charge of—		
		4 or more office cleaners or general cleaners ..	135 6	132 6
FEMALES.	Per week of 40 hours.	1, 2, or 3 office cleaners or general cleaners ..	124 6	121 6
WAGES.	<i>s. d.</i>	Other office cleaners or general cleaners ..	120 6	117 6
Under 19 years of age	59 6			
19 and under 20 years of age	73 6			
20 years of age	89 6			
PROPORTION.				
<i>Improvers.</i>				
One female improver to every ten female workers receiving not less than 120s. 6d. per week of 40 hours.				

* Where the employer requires the employee to reside on the premises, no deduction shall be made from the wages of such employee for rent, fuel or light.

NOTE.—The employer shall supply all necessary tools and materials free.

NOTE.—The Board has determined in accordance with section 25 (1) of the amended *Factories and Shops Act 1934*, that the process, trade, business or occupation is so unskilful that no person shall be taken as an apprentice.

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3.		TIMES OF BEGINNING AND ENDING WORK—				
Times of Beginning.		Times of Ending.				
(a) For Males—						
6 a.m.	12 noon on Saturday.
6 a.m.	6 p.m. on the other working days of the week.
(b) For Females—						
6 a.m.	12 noon on Saturday.
6 a.m.	9 p.m. on the other working days of the week.

OVERTIME.

4. That the following rates shall be paid for overtime:—

Outside the hours fixed in clause 3 Time and a quarter except that males shall be paid at the rate of time and a half for all work performed by them on Saturday after 12 noon and females double time for all work performed by them on Saturday after 12 noon.

Within the hours fixed in clause 3, in excess of the number of hours as fixed for a week's work .. Time and a half for the first four hours and double time thereafter.

EMPLOYMENT FOR LESS THAN FULL WEEK.

5. (a) MALES.—Male employees who are employed during any week for less than the working week of 40 hours, shall be paid for the first 20 hours at the rate of time and a quarter, and for every hour thereafter ordinary time up to but not exceeding the ordinary wages rates for an ordinary week's work.

Provided that any male person who is not engaged for a week who earns a sum in wages equal to the wages of an ordinary week's work may be required by the employer to complete the week's work without further pay, and if such person refuses to do so he shall forfeit his right to any payment for that week unless his refusal is caused by his illness inability or some other sufficient cause beyond his control.

(b) (i) FEMALES.—Female employees, who are employed during any week for not more than one-half the maximum number of hours fixed in this Determination as a week's work, shall be paid at the rate of time and a quarter.

(ii) Female persons who are employed during any week for more than one-half the maximum number of hours fixed in this Determination as a week's work, but for less than 40 hours shall be paid not less than the ordinary wages rate calculated *pro rata* according to the number of hours worked.

ALLOWANCES.

6. (i) If a cleaner is required to clean windows and it is necessary to go wholly outside the window, or climb around an outside column to do such cleaning, and if such cleaning is at a height of more than 10 feet from the ground or verandah, he shall be paid 2d. extra for every such window cleaned unless the outside window or column ledge is more than 24 inches wide. Provided that nothing in this sub-clause shall apply to cleaning from a ladder resting on the ground.

(ii) Where cleaning is done from a ladder, and the height of any portion of the window to be cleaned exceeds 25 feet from the ground, the employee shall be paid 2d. extra for each window so cleaned.

(iii) The amount payable under this clause shall not exceed 2s. per day.

RESTRICTION AS TO CLEANING OF SANITARY CONVENIENCES.

7. No female employee shall be required to clean or attend to any sanitary convenience provided for persons of the male sex.

ANNUAL HOLIDAY.

8. 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.)

SICK LEAVE.

9. (a) Any employee, who has been in the service of an employer for not less than three months, shall be entitled, without loss of pay, to six days' sick leave of absence where a six day week is worked or five days where a five day week is worked during each subsequent twelve months' service, provided he or she produces, within 24 hours, evidence satisfactory to his or her employer that such absence was caused by ill-health or by accident.

(b) Notwithstanding the provisions of sub-clause (a) hereof, if the full period of sick leave as prescribed above 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 twelve or ten days, as the case may be, which shall be the maximum amount of leave to which an employee shall be entitled in any year, without deduction of pay.

PAYMENT FOR HOLIDAYS.

10. (a) Except as hereinafter provided, all employees shall be entitled to the following holidays without deduction of pay:— New Year's Day, Australia Day, Anzac Day, Labour Day, Good Friday, Easter Saturday, Easter Monday, King's Birthday, Christmas Day, and Boxing Day.

Provided that the following employees shall not be entitled to payment for such holidays:—

- (i) In any week in which one of such holidays occur—any male employee who has been employed for less than 30½ hours.
- (ii) In any week in which two of such holidays occur—any male employee who has been employed for less than 22½ hours.

(b) Any employee absenting himself or herself from work on any portion of the working day preceding or any portion of the working day succeeding a holiday provided for herein, other than Boxing Day and New Year's Day, without permission from the employer or without having reasonable cause for having absented himself or herself from work, shall not be entitled to payment for such holiday.

SPECIAL RATES.

11. Double time shall be the rate for all work done on Sunday, New Year's Day, 26th January (Australia Day), Good Friday, Easter Saturday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day, or Boxing Day; but if any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays, the special rate shall only be payable for work done on the day so substituted.

OVERALLS TO BE SUPPLIED.

12. Female employees with not less than six week's service with the same employer shall be supplied with overalls free of cost to employees and such overalls shall remain the property of the employer.

PERIODICAL ADJUSTMENT OF WAGES.

13. The wages rates set out in clause 2 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 (for adults or improvers of either sex) shall be automatically adjusted as prescribed by clause 14.

Basic Wage.

Place.	Needs Basic Wage Adjustable.	Loading Constant.	Total Basic Wage.	Index Number Set Assigned.
	£ s. d.	s. d.	£ s. d.	
Throughout the State	5 11 0	6 0	5 17 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

14. (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 November, 1948, the amounts of the basic wage shall be as prescribed in clause 13.

(c) During each future successive period beginning with the first pay period to commence in a November, a February, a May, or an August, 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, 21st July, 1948.

