



VICTORIA
GOVERNMENT GAZETTE.

Published by Authority.

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

No. 54]

FRIDAY, JANUARY 28.

[1949

Factories and Shops Acts.

DETERMINATION OF THE QUARRY BOARD.

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

IN accordance with the provisions of the Factories and Shops Acts the Wages Board which, since 13th October, 1934, has had the power to determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in—

- (i) the process, trade, or business of quarrying not including agriculture ;
 (ii) (a) carting or driving, or assisting in carting or driving in connexion with or incidental to the trade or business of quarrying (not including agriculture) ;
 (b) the trade of crushing stone—

has made the following Determination, namely :—

1. That as from the 29th December, 1948, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2. (a)

<i>Apprentices.*</i>				<i>Improvers.*</i>			
Wages Per Week.				Wages Per Week.			
	Adjustable Rate.	Plus War Loading (Non- adjustable).	Total Wage.		Adjustable Rate.	Plus War Loading (Non- adjustable).	Total Wage.
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>		<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
1st year	54 3	2 3	56 6	Carting and Driving—			
2nd year	64 6	2 6	67 0	Under 18 years	101 0	4 0	105 0
3rd year	74 0	3 0	77 0	18 and under 19 years ..	117 0	4 6	121 6
				19 and under 20 years ..	128 3	5 0	133 3
				20 and under 21 years ..	136 6	5 6	142 0
				All other improvers—			
				1st year	80 9	3 3	84 0
				2nd year	85 0	3 3	88 3
				3rd year	97 0	3 9	100 9
				4th year	117 0	4 6	121 6

And thereafter the minimum wage.

PROPORTION (within any place).

One apprentice to every three or fraction of three workers receiving not less than 147s. per week.

An indenture of apprenticeship prescribed was approved on 6th August, 1923.

And thereafter the minimum wage.

PROPORTION (within any place).

- (a) Where a working crane is in operation for the production of pitchers or building stone :—
 One improver to every three or fraction of three workers receiving not less than 159s. 6d. per week.
- (b) Where spall quarrying is carried on :—
 One improver to every twenty or fraction of twenty workers receiving not less than 147s. per week.

(b) *Other Employees.**

Day Shift.				
Wages Per Week.				
	Adjustable Rate.	Plus War Loading (Non-adjustable).	Total Wage.	Wages Per Hour.
	s. d.	s. d.	s. d.	s. d.
Powder monkey †	168 6	6 0	174 6	4 4 ⁷ / ₂₀
Assistant powder monkey †	152 9	6 0	158 9	3 11 ¹ / ₂
Hammerman	159 6	6 0	165 6	4 1 ¹² / ₂₀
Dresser of pitchers or cubes, or scabblers				
Spaller	149 0	6 0	155 0	3 10 ¹ / ₂
Faceman	153 6	6 0	159 6	3 11 ¹⁷ / ₂₀
Feeder of a stone crushing machine	151 0	6 0	157 0	3 11 ¹ / ₁₀
Dust hole man	151 0	6 0	157 0	3 11 ¹ / ₁₀
Persons boring holes by hand or machine	149 0	6 0	155 0	3 10 ¹ / ₂
Borer's assistant	149 0	6 0	155 0	3 10 ¹ / ₂
Blacksmith	168 6	6 0	174 6	4 4 ⁷ / ₂₀
Tool sharpener	152 0	6 0	158 0	3 11 ¹ / ₂
Loader	144 0	6 0	150 0	3 9
Carters or drivers driving—				
One horse	141 6	6 0	147 6	3 8 ¹ / ₂
Two horses	149 0	6 0	155 0	3 10 ¹ / ₂
Three horses	155 0	6 0	161 0	4 0 ⁹ / ₁₀
Four or five horses	158 0	6 0	164 0	4 1 ¹ / ₂
And 6d. extra per day for each additional horse				
Drivers of motor vehicles of the following carrying capacity:—				
Not exceeding 25 cwt.	136 0	6 0	142 0	3 6 ¹ / ₂
Exceeding 25 cwt., but not exceeding 3 tons	137 3	6 0	143 3	3 6 ³⁹ / ₄₀
Exceeding 3 tons	144 9	6 0	150 9	3 9 ⁹ / ₄₀
All others	141 0	6 0	147 0	3 8 ¹ / ₁₀

* See clause 3 re hours. † See clause 10 re definition. ‡ See clause 11 re definition.

When an employee is working in water to a depth of 2 inches or more, he shall, in addition to the ordinary rate of pay, receive 1s. 6d. extra per day or portion of a day whilst he is so employed.

The wages rates herein prescribed for a "Feeder of a stone crushing machine" and a "Dust hole man" were determined after due consideration had been given to the dirty and dusty conditions of the work.

(c) Employees on afternoon and/or night shift shall be paid at the appropriate rate prescribed in sub-clause (b) hereof plus 20 per cent.

HOURS.

3. The number of hours to constitute an ordinary week's work shall be 40 for all employees to be worked between the following times:—

(a) Drivers of Motor vehicles:—

	Where a 5 ¹ / ₂ day week is worked.		Where a 5 day week is worked.	
	Time of Beginning.	Time of Ending.	Time of Beginning.	Time of Ending.
Monday to Friday	7.30 a.m.	5.15 p.m.	7.15 a.m.	5.36 p.m.
Saturday	7.45 a.m.	noon.		

Meal intervals (which shall not be counted as time worked) shall be allowed as follows:—

- (i) Where a 5¹/₂-day week is worked One hour each day (Saturday excepted).
- (ii) Where a 5-day week is worked Three-quarters of an hour each day.

(b) All others—

Where one shift is worked—

	Time of beginning.	Time of ending.
Monday to Friday (Day shift)	7.30 a.m.	5 p.m.
Saturday	7.30 a.m.	noon

Where two shifts are worked—

Monday to Friday (Day shift)	7 a.m.	3 p.m.
Monday to Friday (Afternoon shift)	3 p.m.	11 p.m.
Saturday (Day shift)	7 a.m.	11 a.m.
Saturday (Afternoon shift)	11 a.m.	3 p.m.

Where three shifts are worked—

Monday to Friday (Day shift)	7 a.m.	3 p.m.
Monday to Friday (Afternoon shift)	3 p.m.	11 p.m.
Monday to Friday (Night shift)	11 p.m.	7 a.m.
Saturday (Day shift)	7 a.m.	11 a.m.
Saturday (Afternoon shift)	11 a.m.	3 p.m.
Saturday (Night shift)	3 p.m.	7 p.m.

(c) Notwithstanding anything contained in sub-clause (b) hereof, the spread of hours may be varied on any job by mutual agreement between an employer and the majority of his employees on the job provided that the maximum number of hours that may be worked on any day without payment for overtime shall be 4 hours on a Saturday and 8 hours on any other day.

OVERTIME.

4. (a) The higher rate to be paid for each hour or fraction of an hour worked by any employee outside the times of beginning and ending work, or outside the hours mutually agreed upon between an employer, and the majority of his employees on the job as prescribed in clause 3 shall be time and a half for the first two hours and thereafter double time. Provided that an employee who has completed his ordinary week's work and is required to work on a Saturday morning shall be paid for such work at the rate of time and a half for the first three hours and double time thereafter. Provided further that time spent in harnessing or unharnessing horses shall be deemed not to be time worked. In computing overtime each day's work shall stand alone.

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

TIME WAGES.

5. Any person working on time wages in connexion with stone-crushing plants for less than the number of hours of an ordinary week's work, shall for each hour worked up to one-half the number of hours fixed for an ordinary week's work, be paid the ordinary wages rate with an addition of thirty-three and one-third per centum.

SPECIAL RATES.

6. (a) For all work done on Sunday (except as prescribed in sub-clause (b) hereof) and the undermentioned holidays the rates shall be :—

Australia Day, Labour Day (and outside the Metropolitan District, King's Birthday)	} Double time.
New Year's Day, Good Friday, Easter Monday, Anzac Day, Christmas Day, Boxing Day (and within the Metropolitan District, Melbourne Cup Day), provided that time and a half only shall be payable in respect of time worked rendered necessary by (a) a breakdown in plant, (b) repair work on such plant	
plant	

but if any other day be by Act of Parliament or Proclamation substituted for any of the above-named public holidays, the special rate shall only be payable for work done on the day so substituted.

(b) Where work is rendered necessary by a breakdown in the plant or by repairs to such plant, time worked on any Sunday shall be paid for at the rate of time and a half.

(c) Any employee who has worked not less than three months in the industry prior to the 1948-9 Christmas—New Year holiday period shall be entitled to receive double time for work done on the 10th and 11th days of January, 1949.

HOLIDAYS.

7. All employees shall be entitled to be absent without deduction of pay on any of the holidays prescribed in clause 6 hereof.

TOOLS AND APPLIANCES.

8. That any employee on wages rates who is called upon to supply any or all of the following tools or appliances, viz. :— Picks, shovels, wheelbarrows, face bars, banker bars, drills, jumpers, dressing hammers, spawling hammers, striking hammers, scabbling picks, or any other tools that may be necessary for the process of quarrying, shall be paid by the employer 3d. per hour in addition to the ordinary rates fixed by this Determination.

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.

POWDER MONKEY.

10. Powder monkey shall mean a person using or having charge of explosives during any portion of a week.

ASSISTANT POWDER MONKEY.

11. Assistant powder monkey shall mean a person who assists a powder monkey. Provided that if, in the absence of the powder monkey and/or for any other reason, he carries out the duties of a powder monkey, he shall be paid at the rate fixed for such person.

SANITATION.

12. Proper sanitary conveniences for the use of employees shall be provided and kept clean by the employer.

PAYMENT OF WAGES.

13. Payment of wages shall be made not later than Thursday in each week and any employee kept waiting for his wages on pay day for more than ten minutes after—

(a) the usual time of ceasing work in the case of a person not working overtime, or

(b) his time of ceasing work in the case of a person working overtime,

shall be paid at overtime rates after that quarter of an hour with a minimum of a quarter of an hour.

SHELTER.

14. (a) Where quarrying operations are continuously carried out each employer shall provide suitable dressing accommodation with a concrete or timber floor, and including seating and clothes hanging facilities on all jobs. Where three or more men are employed, and the work is estimated to last one week or more, a shelter shed based on six square feet per person with a minimum of 50 square feet, shall be provided. Such shed shall be for the exclusive use of workmen and not used for the storage of tools or other materials.

(b) Where running water is available an adequate number of showers with concrete floors shall also be provided adjacent to this building.

CARRYING OF WORKING TOOLS.

15. All time occupied by an employee in carrying his working tools—

(a) into or out of the quarry, or

(b) for a greater distance than 100 yards to or from the place of work,

shall be paid for at the rate fixed in this Determination for the class of work usually performed by him.

MEAL INTERVAL.

16. In places where only one shift is worked, each employee shall have not less than three-quarters of an hour, nor more than one hour meal interval each day.

WALKING TIME.

17. Where an employee during a meal hour is required for the purposes of safety, or for safety in the use of explosives to walk from his place of work to an appointed crib house, his meal hour shall be extended (without deduction of pay) for a period sufficient to cover the time occupied in returning from the crib house to his place of work.

EMPLOYEE PRESENTING HIMSELF FOR WORK.

18. Any employee who is not informed before he leaves the job at the end of his shift that he is not required to work at his next shift, and having presented himself at the time fixed for commencing work, is not employed, shall be paid for two hours on the basis of his classification. Provided that where an employee becomes entitled to payment as aforesaid, and is employed for part of the shift, he shall not receive payment for more than an ordinary day's work for such shift.

The provisions of this clause shall not apply where unemployment is caused by a breakdown in machinery, or an act of God not otherwise provided for.

To be entitled to the benefit of this provision, an employee (other than a driver of a motor vehicle engaged in delivery) shall have worked the whole or part of his immediately preceding shift.

PAYMENT FOR WET WEATHER.

19 An employee shall be paid on the basis of his ordinary classification for all time lost, when in the opinion of the employer or his responsible representative, the weather is too wet for the employee to continue his ordinary duties.

Provided that an employee shall not be entitled to payment as aforesaid, unless he attends at, and remains at, his place of employment, and is available and willing to perform under cover when requested to do so such other duties as may be allotted to him.

PIECE-WORK.

20. The Board determines under the provisions of Section 150 of the *Factories and Shops Act* 1928 any employer may fix and pay piece-work prices to any person provided that any such employer shall base such piece-work prices on the earnings of an average worker working under like conditions, and such piece-work prices shall be fixed so that an average worker can earn not less than the wages rates that are fixed by the Board for such work.

SICK LEAVE.

21. (a) An employee who is absent from his work on account of personal illness, or on account of injury by accident, 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 receive payment for leave of absence for any period in respect of which he is entitled to worker's compensation;
- (ii) He shall within 48 hours of the commencement of such absence, inform the employer of his inability to attend for duty and, as far as practicable, state the nature of the injury or illness and the estimated duration of the absence;
- (iii) He shall prove to the satisfaction of his employer (or in the event of dispute the Wages Board) that he was unable to attend for duty on the day or days for which sick leave is claimed on account of such illness or injury;
- (iv) He shall be entitled to sick leave not exceeding one hour's leave for each 48 hours he has actually worked up to a maximum leave of 40 hours of working time in any one year.
- (v) For the purposes of this clause a year shall be deemed to commence on the 1st January, and service prior to the 1st January, 1948, shall be disregarded.

(b) Notwithstanding anything contained in 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 120 hours of working time which shall be the maximum amount of leave to which an employee may be entitled in any year of service without deduction of pay.

CAMP ALLOWANCE.

22. In connexion with a quarry established for a construction project where the majority of the employees in connexion with such project are entitled, under any Award, Agreement, or Determination, to a camping allowance the following provisions shall apply—

- (a) Employees who in order to be available for their work have to live in a camp established by employers or employees shall be paid a camping allowance of 4s. for each day on which they are required to hold themselves, and do hold themselves available throughout the said day to serve the employer's purposes on that or any other day, whether or not work is done on the said day. Provided however, that the total amount payable under this clause shall not exceed 20s. per week.
- (b) An employer who at his own cost provides the employees with a proper mess room and cooks the employees' food free of charge shall make a camping allowance of 2s. per working day provided, however, that the total amount payable under this provision shall not exceed 10s. per week.

MIXED FUNCTIONS.

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

TRANSPORT OF INJURED OR SICK EMPLOYEE.

24. An employer shall take immediate action to provide for an employee, if required, the necessary transport in the case of sickness or injury arising out of the normal duties of such employee.

TEA BREAK.

25. A tea break, not exceeding ten minutes duration to be taken approximately mid-way between the commencement of work for the day, and the meal interval, and to be counted as time worked, shall be allowed without deduction of pay. The employer shall fix the time for the commencement of the tea break, and provide adequate boiling water. The interval shall be arranged by the employer so as to avoid the necessity for a stoppage of operations in the establishment, and may be staggered in regards to any sections thereof.

FIRST-AID OUTFIT.

26. In each workshop, and at other places where employees are regularly employed, the employer shall provide and continuously maintain at a place or places reasonably accessible to all employees an efficient first-aid outfit.

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

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

PERIODICAL ADJUSTMENT OF WAGES.

27. The wages rates set out in clause 2 are based upon the following basic wage and, pursuant to and in accordance with the provisions of section 21 of the *Factories and Shops Act* 1934, the Board hereby determines that such rates shall be automatically adjusted by the same amount and at the same time as such Basic Wage as prescribed by clause 28.

Provided that proportionate adjustments to the rates for apprentices and improvers shall be made at the same time as follows:—

The rates for apprentices and improvers to the nearest 3d., half or less than half of 3d. to be disregarded.

Basic Wage.

Place.	Needs Basic Wage. (Adjustable.)	Loading. (Constant.)	Total Basic Wage.	Index Number Set Assigned.
	£ s. d.	s. d.	£ s. d.	
Throughout the State	5 14 0	6 0	6 0 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

28. (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.

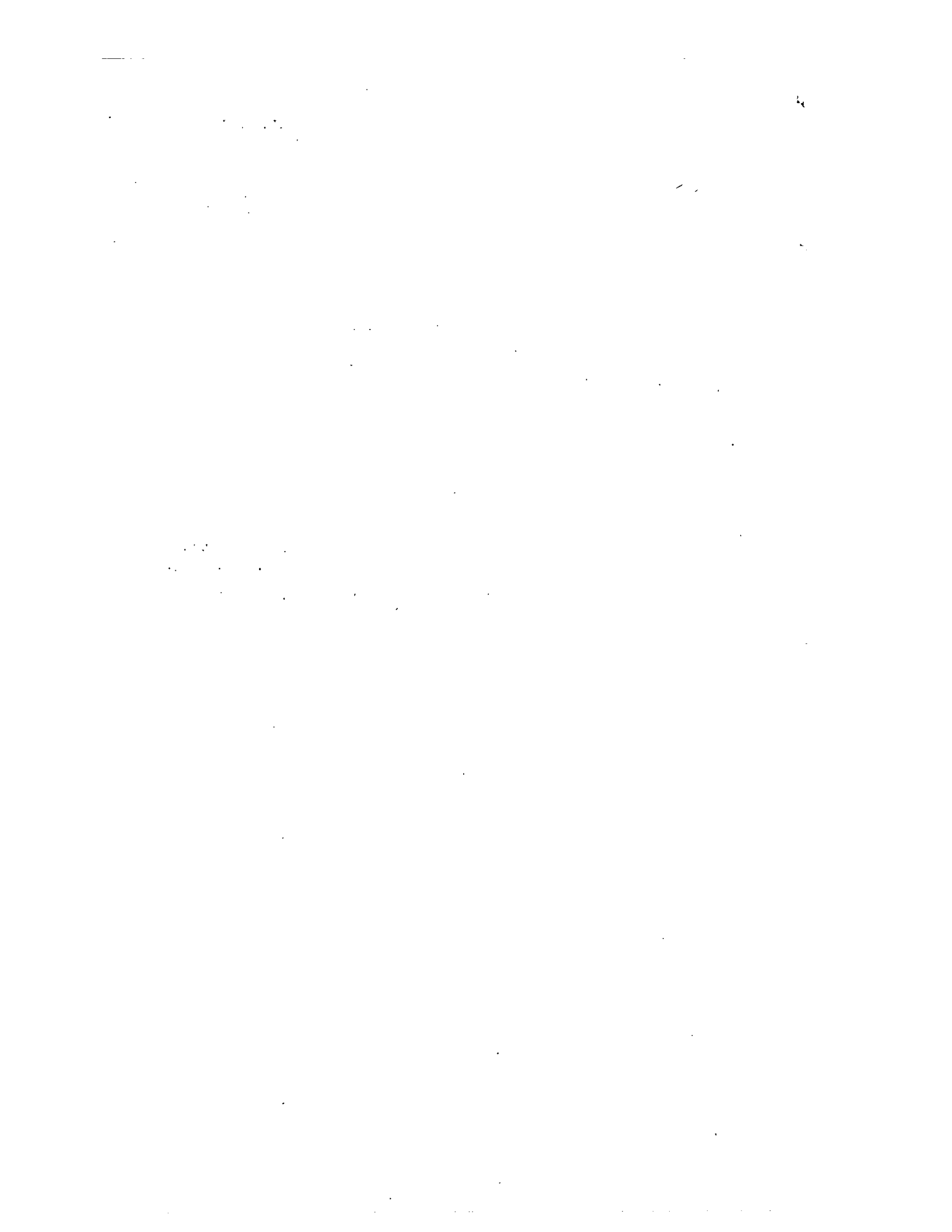
(b) Until the beginning of the first pay period to commence in February, 1949, the amounts of the Basic Wage shall be as prescribed in clause 27.

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

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

J. W. RYAN, Secretary.

Melbourne, 14th December, 1948.





VICTORIA
GOVERNMENT GAZETTE.

Published by Authority.

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

No. 55]

FRIDAY, JANUARY 28.

[1949

Factories and Shops Acts.

DETERMINATION OF THE SAUSAGE CASINGS 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 preparing or cleaning casings for sausages or similar products" has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence on or after the 12th November, 1948, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

WAGES.

										Wages per Week of 40 Hours.
<i>Juvenile Workers.</i>										<i>s. d.</i>
14 years of age and under 17 years of age	61 9
17 18	79 3
18 19	96 6
19 20	112 9
20 21	145 0

				Per Week of 40 Hours.		
				Weekly Rate.	War Loading (Non-adjust- able).	Total Weekly Wage.
<i>Other Employees.</i>				<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
Persons employed at casing factories	176 0	4 0	180 0

				Wages per Day.		
				Monday to Friday, inclusive.		
				Daily Rate.	War Loading (Non- Adjustable).	Total Daily Wage.
				<i>s. d.</i>	<i>d.</i>	<i>s. d.</i>
Pullers-off and strippers	35 2½	9½	36 0

PROHIBITION OF EMPLOYMENT.

3. The Board determines that no person under the age of 21 years shall be employed except as a "juvenile worker" as defined by clause 4.

DEFINITION.

4. A juvenile worker shall mean a person under 21 years of age employed only in performing one or more of the following tasks, viz.:—Dry gut work, turning middles and bungs, blowing and tying weasands and bladders, measuring, selecting, salting, working behind scraping machines, splitting beef runners.

5. TIMES OF BEGINNING AND ENDING WORK :—

Men Receiving and Tanking—		Time of Beginning.	Time of Ending.
			Not later than
From Monday to Friday inclusive	8.30 a.m.	5.30 p.m.
Persons employed as pullers-off and strippers—			
From Monday to Friday inclusive..	7.45 a.m.	4.45 p.m.
All other employees—			
From Monday to Friday inclusive..	7.30 a.m.	4.30 p.m.

Provided that the times of beginning work for "All other employees" may be varied by mutual agreement between the employer and the employee.

MEAL TIME.

6. (a) Persons employed as pullers-off and strippers shall be allowed a meal period of not less than one hour between 12 noon and 1.15 p.m.

(b) All other employees shall be allowed a meal period of not less than 45 minutes between 12 noon and 1 p.m.

(c) The meal periods provided for in sub-clauses (a) and (b) hereof shall not be calculated as time worked.

OVERTIME.

7. All time worked outside the times of beginning and ending work each day or within such times in excess of 8 hours per day shall be paid for at the rate of time and a half for the first four hours and double time thereafter.

SPECIAL RATES.

8. Double time shall be paid for all work done on Sundays, Christmas Day, Boxing Day, New Year's Day, Australia Day, Labour Day, Good Friday, Easter Monday, Cup Day, and Butchers' Picnic 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.

HOLIDAYS.

9. (a) All employees shall be entitled to the ten holidays hereinafter mentioned without any deduction from the weekly or daily rate of pay (as the case may be), provided that any such employee has been employed during any portion of the working week, viz.:—Christmas Day, Boxing Day, New Year's Day, Australia Day, Labour Day, Anzac Day, Good Friday, Easter Monday, Cup Day, and Butchers' Picnic Day.

(b) An employee to become entitled to payment for the holidays prescribed in sub-clause (a) hereof must have been in the employ of his present employer within one month immediately preceding such holiday.

TERMS OF ENGAGEMENT.

10. Employment shall be by the week and any employee (other than pullers off and strippers) willing and available to work shall in respect of each week of his employment be paid the full weekly wage fixed by this Determination; provided that such employee not attending for duty shall, except as provided by clause 12 of this Determination, lose his pay for the actual time of such non-attendance.

ANNUAL HOLIDAY.

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

SICK LEAVE.

12. (a) Any employee, provided he has had at least three months' continuous employment with the employer, not attending for duty shall lose his pay for the actual time of such non-attendance, unless he produces or forwards within 24 hours of the commencement of such absence evidence satisfactory to his employer that his non-attendance was due to personal accident arising out of and in the course of his employment or to personal ill-health necessitating such absence.

Provided that an employee shall not be entitled to payment for non-attendance on the ground of personal accident or personal ill-health or both for more than 40 hours of working time in each year.

(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 80 hours of working time which shall be the maximum amount of leave to which any employee shall be entitled in any year without deduction of pay.

For the purposes of this sub-clause service prior to 8th June, 1943, shall be disregarded.

TEA MONEY.

13. Employees required to work overtime for more than one and a half hours after the usual time of finishing work on any one day without having been notified on the preceding day that they would be required so to work shall be paid the amount of two (2) shillings in addition to any overtime payment to which they may be entitled.

FIRST AID KIT.

14. A first aid kit shall be available at all times and be under the care of a responsible person who shall attend to all cases requiring attention.

APRONS AND LEGGINGS.

15. Aprons and materials for leggings for employees employed in cleaning sheds and abattoirs shall be provided free of charge by the employer.

TERMINATION OF EMPLOYMENT.

16. Except in the case of pullers off and strippers one week's notice of termination of employment shall be given by either employer or employee, or in lieu of such notice, one week's wages shall be paid or forfeited, 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, in which case wages shall be paid up to the time of dismissal only.

PERIODICAL ADJUSTMENT OF WAGES.

17. 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 shall be automatically adjusted as prescribed by clause 18.

Provided that adjustments to the rates for adult daily paid employees and juvenile workers shall be made at the same time as follows :—

(a) The wages per day payable to adult daily paid employees shall be increased or decreased by an amount of 2½ for every 1s. increase or decrease respectively in the basic wage.

(b) The wages of juvenile workers shall be adjusted proportionately to adjustments of the basic wage, such adjustments to be to the nearest 3d., half or less than half of 3d. to be disregarded.

Basic Wage.

Place.	Needs Basic Wage.	Loading Constant.	Total Basic Wage.	Index Number Set Assigned.
	£ s. d.	s. d.	£ s. d.	
Throughout the State	5 14 0	6 0	6 0 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

18. (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, 1949, the amounts of the Basic Wage shall be as prescribed in clause 17.

(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, 13th December, 1948.



VICTORIA
GOVERNMENT GAZETTE.

Published by Authority.

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

No. 56]

FRIDAY, JANUARY 28.

[1949

Factories and Shops Acts.

DETERMINATION OF THE SEWER BUILDERS BOARD.

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

(b) On the 13th September, 1927, the powers of the Board were extended to enable it to fix the lowest prices or rates which may be paid to any person or persons or classes of persons employed as labourers in connexion with the construction of main storm water drains, whether open or closed, with a capacity not less than that of a circular drain of a diameter of 2 feet 6 inches.

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board appointed to "determine the lowest prices or rates which may be paid to any persons employed as Labourers in connexion with the construction of sewers," has made the following Determination, namely:—

1. That as from the 14th December, 1948, the last previous Determination of this Board shall be revoked and replaced by this Determination.

WAGES.

2. NOTE.—Additional rates are provided for persons employed by Contractors. See clause 5.

(a)			(b)	
<i>Apprentices or Improvers.</i>			<i>Juveniles.</i>	
Wages. Per Week of 40 Hours.			Wages. Per Week of 40 Hours.	
		<i>s. d.</i>	<i>s. d.</i>	
1st year	}	89 9	Persons under 19 years of age (other than apprentices or improvers) employed—(a) carrying tools; (b) as toolsmith's assistant 95 8	
2nd year				
3rd year				
PROPORTION.				
<i>Apprentices.</i>				
One apprentice to every three or fraction of three employees receiving not less than the rate fixed in this Determination for an employee "not elsewhere classified".				
<i>Improvers.</i>				
One improver to every fifty or fraction of fifty employees receiving not less than the rate fixed in this Determination for an employee "not elsewhere classified".				

All Other Employees.

(b) (i) Day shift:—

	Wages Per Week of 40 Hours.
	£ s. d.
Borer, leading (i.e., employee in charge of borers testing the ground)	7 17 6
Borer testing ground	7 10 0
Cement gun nozzle operator	8 0 0
Concrete floater	7 15 0
Concrete gauger, mixer, or handler	7 10 0
Concrete mixer-driver doing repairs	8 1 0
Concrete mixer-driver not doing repairs	7 15 0
Concrete patcher	7 15 0
Compressor employee in charge doing repairs	8 1 0
Compressor employee in charge not doing repairs	7 15 0
Foreman's assistant	7 10 0
Hammer and drill hand	7 15 0
Invert block setter	7 10 0
Jumperman	8 5 0
Leading hand (i.e., an employee in charge of six or more other employees)	9 0 0
Live sewer worker	8 2 6
Machine borer	8 5 0
Manhole builder	7 17 6
Manhole sinker (any shape)	8 0 0
Leading pipe layer and/or leading jointer	7 17 6
Pipe layer and/or jointer	7 15 0
Pitcher setter	7 15 0
Ploughman	7 5 0
Ploughman's assistant	8 0 0
Pneumatic pick or scabbler user	8 5 0
Powder monkey	7 10 0
Pump employee in charge of pump pumping water and doing repairs	7 10 0
Reinforcement placer or wiper	8 10 0
Renderer in open drains	9 2 6
Renderer in pipes, tunnels, or covered drains	7 15 0
Rigger's assistant, vent erecting	8 5 0
Rigger in charge, vent erecting or dismantling	7 10 0
Scoop filter	7 10 0
Sinker—with less than three months' experience	7 15 0
Sinker (other than manhole sinker) with three months' experience or over	7 5 0
Slurry refiller	7 15 0
Timber drawer in drives or working below 12 feet in shafts	7 15 0
Timber cutter, preparer or measurer	8 0 0
Timberman, timbering in trenches immediately behind power excavator	7 15 0
Toolsmith	7 5 0
Topman	7 17 6
Trimmer, leading (i.e., an employee in charge of trimmers)	7 15 0
Trimmer, other than leading trimmer	7 15 0
Tunneller including an employee excavating in drives	7 10 0
Vent erector or dismantler	7 10 0
Windlass hand, working alone on tripod windlass	7 5 0
Windlass hand—other	7 5 0
Employee not elsewhere classified	7 5 0

(ii) afternoon and night shift.

The wages rates provided in clause 2 (b) (i) plus an additional 5s. per shift.

FARES AND TRAVELLING TIME ALLOWANCE.

3. (a) Metropolitan.—The following payments shall be made in lieu of fares and travelling time when the place of work is within the radii named from the G.P.O., at the corner of Bourke and Elizabeth-streets, Melbourne:—

Up to and including 12 miles	2s. per day.
Over 12 miles and including 20 miles	2s. 6d. per day.
Over 20 miles and including 30 miles	3s. per day.

These allowances shall not be payable if the employer provides or offers to provide transport free of charge, in which case 1s. 4d. per day travelling allowance shall be paid.

(b) Country.—On country work where camping facilities are not provided and travel cannot be made by a public conveyance, an employee required to travel to and/or from the place of work shall, unless a conveyance be provided by the employer (free of charge), be paid allowances in accordance with the following scale:—

Two miles each way but not more than 5 miles each way	1s. per day.
Over 5 miles each way	2s. per day.

(c) Employees of Provincial Sewerage Authorities.—Where the workman is compelled to travel to or from his work in excess of two miles from the centre of the municipality, he shall be paid ordinary rates for the time so spent in travelling, provided always that the parties may agree to starting points other than the centre of the municipality.

Provided further that where more than one starting point is fixed, each employee shall be attached to one starting point only, provided that such employee may be transferred to another starting point at any time by agreement.

When an employee travels to and from his home by vehicle drawn by a heavy dray horse, the time allowed for travelling shall be computed at the rate of four miles per hour. When an employee travels on a bicycle, or by a light horse, or by a vehicle drawn by a light horse, the time allowed for travelling shall be computed at the rate of eight miles per hour.

Should an employee have to walk to and from his work, the time allowed for travelling shall be computed at the rate of three miles per hour.

Where an employee is sent from one place to another and cannot reasonably return to his home each night, he shall be paid an allowance of 10s. per day or part thereof for the first five days and 4s. per week thereafter, except where board and lodging are provided by the employer.

ADDITIONAL ALLOWANCES.

4. (a) *Depth Allowance.*—Any person classified as an apprentice, improver, juvenile worker, topman, or an employee not elsewhere classified working at a depth of 8 feet or more, and any other employee working at a depth of 16 feet or more shall be paid an additional 3d. per hour.

(b) *Compressed Air Work.*—An employee working in an airlock or compressed air up to 20 lbs. per square inch pressure, 3s. per eight hour shift. The working hours and conditions shall be those prescribed by the Standards Association Code for work in compressed air.

(c) *Plan Allowance.*—An employee, provided he is not in charge of six or more employees, engaged on work for which he is supplied with a plan, shall be paid an additional 1s. 6d. per day.

(d) *Special Trimmer.*—A trimmer engaged in trimming an excavation where concrete is to be placed directly against the bottom, sides, or roof of the excavation, 6d. per day.

(e) *Wet Pay.*—An employee who is required to work in any excavation in which water, other than rain, is continually falling or dripping from overhead or from the sides of the excavation to such an extent that the employee's clothing is wetted, or any employee who, during the normal course of his work in any excavation, is required to stand in water exceeding 2 inches in depth, shall be paid an additional 2s. per day or portion of a day.

The payment of this allowance shall relieve an employer from any liability to supply such an employee with rubber boots.

(f) *Work in Rain.*—An employee required to work in heavy rain, 2s. per day. (Rain shall be deemed to be heavy when, if the employee works therein as required, his clothing shall become saturated.)

The payment of this allowance shall relieve an employer from any liability to supply such an employee with rubber boots.

(g) *Slurry Refiller.*—A slurry refiller when so engaged shall not be entitled to wet pay but shall receive an additional 1s. 4d. per day or portion of a day.

CONTRACTORS' EMPLOYEES.

5. *Allowance in lieu of Payment for Holidays.*—Persons employed by Contractors shall be paid the following amounts in addition to the rates set out in clause 2 in lieu of holidays set forth in clause 9.

Apprentices or Improvers	3s. 7d. per week.
Juvenile Workers	3s. 10d. per week.
All other Employees	7s. 6d. per week.

WORKING HOURS.

6. (a) Except as in this Determination otherwise provided, the ordinary weekly total hours shall be 40.

(b) Such hours shall be worked continuously except for meal-breaks from Monday to Friday between the hours of 7 a.m. and 5.30 p.m.

(c) Hours, not overtime, worked before or after the ordinary starting or finishing time shall be paid for at time and one half rates.

(d) Where special circumstances exist and a majority of employees desire to work longer hours on any day they may, subject to the consent of the employer and the consent of the union secretary, be permitted to do so without payment of any penalty rate provided the longer hours so worked on any one day do not exceed two (2) and the prescribed working week of 40 hours.

SHIFTS.

7. 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 only subject to the following conditions:—

(a) Each shift shall be worked in one period with no break except for recognized meal or smoke-oh intervals.

(b) In each shift during which the employee does not receive the same amount of time for a meal interval as that which day workers receive under this Determination he shall be allowed twenty minutes crib time, to be paid for as ordinary working time.

(c) For work done at any time during a shift, which shift comprises within its period any time falling within the time beginning at 7 p.m. and ending at the next following 6 a.m., the ordinary rate of pay shall be increased by five shillings.

(d) Where practicable, shifts shall be changed in rotation each week.

OVERTIME.

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

(b) An employee recalled to work after the expiration of his customary working time for the day, and after he has left work for the day, shall be paid a minimum of two hours' pay at the rate of time and a half.

PAYMENT FOR HOLIDAYS.

9. All employees other than those employed by Contractors shall be entitled to the following holidays without deduction of pay:—The days observed as New Year's Day, Australia Day, Labour Day, Good Friday, Easter Saturday, Easter Monday, King's Birthday, Melbourne Cup Day, Christmas Day, Boxing Day, and Anzac Day (except when Anzac Day falls on a Sunday). Provided that Christmas Day and Boxing Day shall for the year, 1948, be deemed to fall on the 27th and 28th days of December, 1948, respectively, and that New Year's Day for the year, 1949, shall be deemed to fall on the 3rd day of January, 1949.

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

SPECIAL RATES.

10. An employee required to work on a Sunday or on any holiday other than Melbourne Cup Day prescribed in clause 9 shall be paid at double the ordinary prescribed rate. An employee required to work on Melbourne Cup Day shall be paid at ordinary rates for work done on such day, but shall be granted a day off, without deduction of pay, in lieu of such holiday.

ANNUAL HOLIDAY.

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

SICK PAY.

12. (a) An employee employed by the week who is absent from work on account of personal illness or injury by accident for which he is not entitled to workers' compensation shall, on production within twenty-four hours of evidence of his illness or injury satisfactory to his employer, be entitled to leave of absence on the prescribed rate of pay for a period of one week of working time in any one year. Such sick leave shall be cumulative.

(b) Notwithstanding the provisions of sub-clause (a) hereof an employee after one month of service shall be entitled to one day's sick leave.

PAYMENT OF WAGES.

13. All employees shall be paid weekly.

MEAL ALLOWANCE.

14. An employee required to work overtime for two hours or more without being notified the day before that he will be so required to work, shall either be supplied with a meal by the employer or paid 2s. 6d., or if the work extends into a second meal hour, 5s. for the two meals, but such payment need not be made to employees living in the same locality as the job who can reasonably return home for meals.

MINIMUM PAYMENT.

15. An employee who starts work on any day shall be entitled to a minimum of two hours' pay.

MIXED FUNCTIONS.

16. (a) With the exception of live sewer work, an employee engaged for more than two hours in any one day on duties carrying a higher rate than his ordinary classification shall be paid the higher rate for the whole of such day. If he works for two hours or less in such higher classification he shall be paid at the higher rate for the time so worked.

(b) Live sewer work shall be paid for at the live sewer rate with a minimum payment of two hours at the live sewer rate.

(c) In the event of live sewer work being of an unusually offensive nature, the effects of which are experienced by the employee after such live sewer work has ceased, such an employee shall be paid at the live sewer rate from the time the work is commenced until the completion of the day's work.

(d) The decision as to the operation of sub-clause (c) above shall be made by the Inspector or other person in charge of the job, if necessary, after consultation with the Union representative on the job.

EMPLOYEE PRESENTING HIMSELF FOR WORK.

17. An employee who presents himself for work and who is not permitted by the employer to commence work on that day for any of the following reasons, namely—wet weather, waiting until shafts are bailed out, shortage of materials, or any other reasons over which the employee has no control, shall be paid :—

(a) A full day's pay if such employee holds himself in readiness for the whole working day or if he leaves with the consent of the employer before the end of the working day.

(b) The actual time for which such employee holds himself in readiness if he leaves without the consent of the employer before the end of the working day.

EMPLOYEE ON JUMP UPS.

18. (a) An employee working on jump ups shall be supplied with assistance.

(b) An employee working on a House Branch Sewer for which a separate plan has been issued shall when the excavation reaches a depth of six feet or more be provided with assistance.

CHANGE HOUSE.

19. (a) Where two men are employed the employer shall provide canvas shelter covers.

(b) Where three or more men are employed, the employer shall provide a sufficiently roomy and enclosed roofed structure for the use of employees.

FIRST-AID OUTFIT.

20. A first-aid outfit shall be provided on all jobs by the employer.

SANITARY ACCOMMODATION.

21. The employer shall satisfy himself that reasonable sanitary facilities are available on all jobs and where necessary make provision for such facilities.

PROVISION OF STAGE OR WINDLASS.

22. An employee engaged on shaft sinking shall be provided with a stage or windlass at a suitable depth having regard to the nature of the ground. The determination of a suitable depth for the provision of such stage or windlass shall be made by the Inspector or other person in charge of the job, if necessary, after consultation with the Union representative on the job.

SHEETING SHAFTS.

23. All shafts sunk in sandy country to a greater depth than 8 feet shall be sheeted.

TOOLS.

24. The employer shall supply all tools necessary, which the employee shall return in good condition (fair wear and tear excepted).

SUPPLY OF FIREWOOD.

25. The employer shall provide, free of cost, an adequate supply of firewood on all jobs.

REST PERIODS.

26. Two rest periods, each of seven and a half minutes duration, shall be granted each day without deduction of pay at times convenient to the employer's representative in charge of the work.

DEFINITIONS.

27. (a) *Live Sewer Work.*—Live sewer work is work carried out in situations where there is direct aerial connexion with a sewer through which sewage is flowing. Where aerial connexion with such sewer is blocked by a disc, plug, water seal, or other means, the live sewer rate shall not apply.

(b) *Slurry Refiller.*—A slurry refiller is an employee who by means of hand tools mixes soil with water to a suitable consistency and/or shovels the resultant mixture into an excavation.

(c) *Renderer.*—A renderer is an employee who applies by hand a continuous coat of cement mortar to a brick, masonry, or set concrete surface, and finishes it to a true and smooth surface by means of a trowel or float.

(d) *Trimmer.*—A trimmer is an employee who, after the bulk of the material to be excavated has been removed, trims the balance of the excavation to the correct line, grade, or cross section.

PERIODICAL ADJUSTMENT OF WAGES.

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

Provided that the rates for improvers and juvenile workers shall be adjusted proportionately to the basic wage, such adjustments to be to the nearest penny, half or less than half of one penny to be disregarded.

Basic Wage.

Place.	Needs Basic Wage (Adjustable).	Loading (Constant).	Total Basic Wage.	Index Number Set Assigned.
Throughout the State of Victoria	£ s. d. 5 14 0	s. d. 6 0	£ s. d. 6 0 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

29. (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, 1949, the amounts of the basic wage shall be as prescribed in clause 28.

(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.

MARGINAL RATES.

30. In addition to the basic wage provided in clause 28 the margins set out in this clause shall be the minimum rate payable to employees therein provided:—

Classification.	Margins Per Week.		
	£	s.	d.
Borer, leading (i.e., employee in charge of borers testing the ground)	1	17	6
Borer testing ground	1	10	0
Cement gun nozzle operator	2	0	0
Concrete floater	1	15	0
Concrete gauger, mixer or handler	1	10	0
Concrete mixer-driver doing repairs	2	1	0
Concrete mixer-driver not doing repairs	1	15	0
Concrete patcher	1	15	0
Compressor employee in charge doing repairs	2	1	0
Compressor employee in charge not doing repairs	1	15	0
Foreman's assistant	1	10	0
Hammer and drill hand	1	15	0
Invert block setter	1	15	0
Jumperman	1	10	0
Leading hand (i.e., an employee in charge of six or more other employees)	2	5	0
Live sewer worker	3	0	0
Machine borer	2	2	6
Manhole builder	2	5	0
Manhole sinker (any shape)	1	17	6
Leading pipe layer and/or leading jointer	2	0	0
Pipe layer and/or jointer	1	17	6
Pitcher setter	1	15	0
Ploughman	1	15	0
Ploughman's assistant	1	5	0
Pneumatic pick or scabbler user	2	0	0
Powder monkey	2	5	0
Pump employee in charge of pump pumping water and doing repairs	1	10	0
Reinforcement placer or wirer	1	10	0
Renderer in open drains	2	10	0
Renderer in pipes, tunnels, or covered drains	3	2	6
Rigger's assistant, vent erecting	1	15	0
Rigger in charge, vent erecting or dismantling	2	5	0
Scoop filler	1	10	0
Sinker—with less than three months' experience	1	10	0
Sinker (other than manhole sinker) with three months' experience or over	1	15	0
Slurry refiller	1	5	0
Timber drawer in drives or working below 12 feet in shafts	1	15	0
Timber cutter, preparer or measurer	1	15	0
Timberman, timbering in trenches immediately behind power excavator	2	0	0
Toolsmith	1	15	0
Topman	1	5	0
Trimmer, leading (i.e., an employee in charge of trimmers)	1	17	6
Trimmer, other than leading trimmer	1	15	0
Tunneller including an employee excavating in drives	1	15	0
Vent erector or dismantler	1	10	0
Windlass hand, working alone on tripod windlass	1	10	0
Windlass hand, other	1	5	0
Employee not elsewhere classified	1	5	0

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

J. W. RYAN, Secretary.

Melbourne, 14th December, 1948.





VICTORIA
GOVERNMENT GAZETTE.

Published by Authority.

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

No. 57]

FRIDAY, JANUARY 28.

[1949

Factories and Shops Acts.

DETERMINATION OF THE ELECTRICAL TRADE BOARD.

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

(b) Electrical Fitting and/or Armature Winding, Electrical Mechanics and/or Wiring were proclaimed on 17th July, 1928, as Apprenticeship Trades under the *Apprenticeship Act 1928* for the Metropolitan District.

Full particulars of the apprenticeship regulations for these trades may be obtained on application to the Secretary, Apprenticeship Commission, 103 Russell-street, Melbourne, C.1 (price 3d.).

(c) On 16th October, 1939, the Electrical Installation Board was deprived of the power to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons wheresoever employed in any business or occupation connected with the installation of electrical fittings, appliances, motors, and heaters including the laying of wires" and such power was conferred exclusively on the Electrical Trade Board.

(d) On 16th October, 1939, the Electrical Supply Board was deprived of the power to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in—

- (i) the generation or distribution of electricity;
- (ii) the manufacture, repair, or maintenance of electrical appliances when such work is done by generators, distributors, or installers,"

and such power was conferred exclusively on the Electrical Trade Board.

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which now has power to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons wheresoever employed:—

- (1) in any process, trade, business, or occupation connected with—
 - (a) the generation or distribution of electricity,
 - (b) the manufacture, repair, maintenance, and installation of all classes of electrical appliances, including the laying or erection of cables or wires,
 - (c) the manufacture of electrical globes and electrical valves;
- (2) in the trade of manufacturing or preparing mica products,"

has made the following Determination, namely:—

1. That as from the 24th December, 1948, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

Adults.	Wages per Week of 40 Hours.		
	Within a Radius of 20 Miles of G.P.O., Melbourne; 10 Miles of G.P.O., Geelong; at Warramboul, and within Mildura and Gippsland Districts.	At Yallourn.	Other Parts of Victoria.
	£ s. d.	£ s. d.	£ s. d.
(a) General.			
Electrician in charge of electrical supply undertaking	9 16 6	10 3 0	9 13 6
Electrical instrument maker and/or repairer (as defined) .. .	9 7 6	9 14 0	9 4 6
Installation inspector and/or tender	8 16 6	9 3 0	8 13 6
Shift electrician	8 12 0	8 18 6	8 9 0
Refrigeration mechanic or serviceman	8 12 0	8 18 6	8 9 0
Electrician in charge of plant and/or installation	8 12 0	8 18 6	8 9 0
Electrical fitter and/or armature winder	8 12 0	8 18 6	8 9 0
Battery fitter	8 12 0	8 18 6	8 9 0
Cable joiner, on high tension (over 6,600 volts)	8 10 6	8 17 0	8 7 6
Cable joiner, on low tension (under 6,600 volts)	8 7 6	8 14 0	8 4 0
Cable joiner's mate	7 3 0	7 9 6	7 0 0
Electrical mechanic	8 12 0	8 18 6	8 9 0
Linesman	8 0 0	8 6 6	7 17 0
Linesman's assistant	7 3 0	7 9 6	7 0 0
Patrolman—			
(a) Inspecting and switching circuits, or repairing live feeders or distributors of 600 volt or over, or repairing faults on consumers' premises .. .	8 0 0	8 6 6	7 17 0
(b) Inspecting, switching or renewing lamps or fuses on circuits, but not repairing .. .	7 5 6	7 12 0	7 2 6
Meter tester (1st grade)	7 19 0	8 5 6	7 16 0
Meter tester (2nd grade)	7 12 0	7 18 6	7 9 0
Meter fixer	7 12 0	7 18 6	7 9 0
Switchboard attendant	7 18 6	8 5 0	7 15 6
Battery attendant	7 4 0	7 10 6	7 1 0
Electrical fitter's and mechanic's assistant	7 3 0	7 9 6	7 0 0
Process worker	7 2 0	7 8 6	6 19 0
Other employees with not less than three months' experience in the metal trades industry	6 9 0	6 15 6	6 6 0
Employee not elsewhere classified	6 3 0	6 9 6	6 0 0
(b) Wet Battery Manufacturing.			
Plant assembler	7 12 0	7 18 6	7 9 0
Battery repairer (factory)	7 9 0	7 15 6	7 6 0
Mixing and pasting by hand	7 7 0	7 13 6	7 4 0
Charging and moulding of grids	7 7 0	7 13 6	7 4 0
Group burning (placing separate chambers in batteries, burning posts to connectors on top of battery)	7 6 0	7 12 6	7 3 0
Formation process	7 4 0	7 10 6	7 1 0
All others in this subdivision	7 2 0	7 8 6	6 19 0

LEADING HANDS.

Leading hands in charge of not less than three and not more than ten employees, 9s. per week extra; more than ten and not more than twenty employees, 18s. per week extra; more than twenty employees, 27s. per week extra.

TRADESMEN IN LARGE POWER HOUSES.

Tradesmen and/or welders, and their assistants employed in large operating power houses (i.e., power houses developing more than 8,000 kilowatts), other than those not on the regular staff, engaged on new construction work, shall be paid 6s. per week extra, and other apprentices and unapprenticed juniors 3s. per week extra; such amount shall be deemed to include all special rates prescribed in clause 5.

This allowance shall continue to be payable to tradesmen attached to the staffs of such power houses while carrying out repairs or maintenance in rotary convertor sub-stations which are in regular operation.

Ship Repairing.

Employees engaged on ship repairs shall be paid the following additional margins:—

Tradesmen	a. d.
All other labour	4 6 per week.
	3 0 „ „

APPRENTICESHIP.

(Other than those covered by the Apprenticeship Commission.)

Apprenticeship Trades.

3. (a) Minors shall not be employed in the following occupations otherwise than under a contract of apprenticeship as hereinafter provided:—

- Electrical fitter and/or armature winder (except the winding of armatures by specialized processes),
- Electrical mechanic
- Refrigeration mechanic or serviceman.

Contract of Apprenticeship.

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

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

Cancellation or Suspension of Indenture.

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

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

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

Instruction in Welding.

(d) The training of apprentices to electrical fitting shall include sufficient instruction in welding to enable them to perform the work of their trade in the shop in which they are trained.

Proportion.

(e) (i) An employer shall not employ apprentices in excess of the proportion hereinafter prescribed.

Subject to this sub-clause the proportion of apprentices who may be taken by an employer shall not exceed one apprentice to every three or fraction of three tradesmen in the trade concerned.

In the trade of—

Electrical mechanic,

the proportion of apprentices who may be taken by an employer shall not exceed one apprentice for every two or fraction of two tradesmen in the trade concerned.

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

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

(ii) Notwithstanding anything hereinbefore provided in the trades of—

Electrical fitter,
Electrical mechanic, and
Refrigeration mechanic or serviceman,

an employer may with the consent of an apprenticeship authority and upon satisfying that authority that he has the plant, equipment and staff necessary for the proper tuition of each apprentice concerned take apprentices in excess of the proportion herein prescribed. Until further order apprentices so taken shall not be counted in future calculations of the proportion of apprentices to journeymen authorized by the Determination.

Period of Apprenticeship.

(f) The periods of apprenticeship shall be as follows:—

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

Adult Apprentices.

(g) Any apprentice who cannot complete his full term of apprenticeship before reaching his 22nd birthday may, by agreement with his master, serve as an apprentice until he reaches the age of 23 years.

Probationary Period.

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

Wages.

(i) The minimum weekly rates of wage for apprentices shall be the undermentioned percentages of the contemporaneous needs basic wage prescribed for the area in which they are employed, and in addition thereto the constant and special loadings specified, and in all contracts of apprenticeship hereafter made the employer shall covenant to pay wages of not less than such rates.

The total wages of apprentices and improvers shall be calculated to the nearest sixpence, any broken part of sixpence in the result not exceeding threepence to be disregarded.

(j) *Wages per Week of 40 hours.*

	Percentage of Needs Basic Wage.	Constant Loading.	Special Loading.	Total Wage Payable—		
				Within 20 Miles of G.P.O., Melbourne; 10 Miles of G.P.O., Geelong; at Warrnambool, and within Mildura and Gippsland Districts.	At Yallourn.	Other Parts of Victoria.
<i>Four and Five-year Terms.</i>						
	Per Week.	Per Week.	Per Week.			
		s. d.	s. d.	£ s. d.	£ s. d.	£ s. d.
1st year	25	..	0 9	1 9 0	1 11 0	1 8 6
2nd year	33	1 0	1 0	1 19 6	2 2 0	1 18 6
3rd year	50	1 6	1 6	3 0 0	3 3 0	2 18 6
4th year	83	2 0	2 3	4 19 0	5 4 6	4 16 6
5th year	100 plus 6s.	2 0	3 0	6 5 0	6 11 6	6 2 0
<i>Four-year Terms.—Apprenticeship commencing after the Age of 17 Years.</i>						
1st year	29	..	0 9	1 14 0	1 15 6	1 13 0
2nd year	50	1 0	1 6	2 19 6	3 2 6	2 18 0
3rd year	83	2 0	2 3	4 19 0	5 4 6	4 16 6
4th year	100 plus 6s.	2 0	3 0	6 5 0	6 11 6	6 2 0

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

Hours.

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

Overtime and Shift Work.

(l) No apprentice under the age of 18 years shall be required to work overtime or shift work unless he so desires.

No apprentice shall except in an emergency work or be required to work overtime or shift work at times which would prevent his attendance at technical school as required by any statute, Determination or regulation applicable to him.

Payment by Results.

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

Lost Time.

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

Prohibition of Premiums.

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

Attendance at Technical Schools.

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

Annual and Sick Leave.

(q) Apprentices shall be entitled to sick and annual leave in accordance with the provisions of clauses 16 and 17 hereof respectively.

FEMALES AND UNAPPRENTICED MALE JUNIORS.

4. (a) Subject to the exceptions hereinafter provided, the minimum rates of wage for adult and junior females and for unapprenticed male juniors employed in occupations for which apprenticeship is not provided by this Determination shall be as follows:—

Wages per Week of 40 hours.

	Percentage of Needs Basic Wage.	Constant Loading.	Additional Amount.	Total Wage Payable—		
				Within 20 Miles of G.P.O., Melbourne; 10 Miles of G.P.O., Geelong; at Warrambol, and within Mildura and Gippsland Districts.	At Yallourn.	Other Parts of Victoria.
		<i>s. d.</i>	<i>s. d.</i>	<i>£ s. d.</i>	<i>£ s. d.</i>	<i>£ s. d.</i>
<i>I.—Adult Females.</i>						
Under three months' experience ..	65	3 0	6 0	4 3 0	4 7 6	4 1 0
All others	75	3 0	7 0	4 15 6	5 0 6	4 13 0
<i>II.—Junior Females.</i>						
17 years of age and under ..	40	1 0	3 6	2 10 0	2 12 6	2 9 0
18 years of age	47½	1 3	4 0	2 19 6	3 2 6	2 18 0
19 years of age	55	1 6	4 6	3 8 6	3 12 6	3 7 0
20 years of age	62½	2 0	5 0	3 18 0	4 2 6	3 16 6
<i>III.—Junior Males.</i>						
Under 16 years of age	25	0 6	2 0	1 11 0	1 12 6	1 10 0
16 years of age	35	0 9	3 0	2 3 6	2 6 0	2 2 6
17 years of age	47½	1 0	4 0	2 19 0	3 2 "	2 17 6
18 years of age	60	1 0	5 0	3 14 6	3 18 6	3 12 6
19 years of age	75	2 0	6 0	4 13 6	4 18 6	4 11 0
20 years of age	90	2 0	7 0	5 11 6	5 17 6	5 9 0

Provided that the rate payable to any employee shall not, excluding the constant loading, be less than 20s.

The total wage shall be calculated to the nearest sixpence, any broken part of sixpence in the result not exceeding threepence to be disregarded.

(b) The minimum rate payable to a junior female of any age or a junior male of eighteen years or more each with less than six months' experience under this Determination shall, until he or she has had six months' experience, be 10 per cent. less than the amount represented by the percentage of the needs basic wage hereby prescribed for a junior employee of his or her age and in addition thereto the constant loading prescribed for such an employee:

Provided that this sub-clause shall not operate to reduce the rates paid to any female employee as from the beginning of the first pay period to commence in August, 1942.

Prohibited Occupations.

(c) Junior employees shall not be employed:—
if under the age of 16 years—

- on oil or gas burners or fires used for heating of small articles; or
- using electric arc or oxy acetylene blow pipe.

SPECIAL RATES.

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

Boiling-Down Works.

(a) Working in boiling-down works—1d. per hour extra.

Cold Places.

(b) Working for more than one hour in places where the temperature is reduced by artificial means below 32 degrees Fahrenheit, 1½d. per hour extra. Where the work continues for more than two hours employees shall be entitled to a rest period of twenty minutes every two hours without loss of pay.

Confined Spaces.

(c) Working in confined space (as defined), 3d. per hour extra.

Dirty Work.

(d) Work, other than ship repair work, which a foreman and workman shall agree is of an unusually dirty or offensive nature, 1½d. per hour extra.

Ship repair work which a foreman and workman shall agree is of an unusually dirty or offensive nature—3d. per hour extra.

In case of disagreement between the foreman and workman, the workman or a shop steward on his behalf shall be entitled, within 24 hours, to ask for a decision on the workman's claim by the employer's industrial officer (if there be one), or otherwise by the employer or the executive officer responsible for the management or superintendence of the plant concerned. In such case a decision shall be given on the workman's claim within 48 hours of its being asked for (unless that time expires on a non-working day in which case it shall be given during the next working day), or else the said allowance shall be paid.

Any dispute arising under this sub-clause as to whether the work is of an unusually dirty or offensive nature shall be determined by the Wages Board.

Height Money.

(e) Electrical tradesmen and their assistants engaged in the erection repair and maintenance of radar or electrical equipment on masts of ships or other structures at a height in each case of 50 feet or more directly above the nearest horizontal plane shall be paid at the rate of 6s. per week extra.

Hot Places.

(f) Working for more than one hour in the shade in places where the temperature is raised by artificial means to between 115 and 130 degrees Fahrenheit, 1½d. per hour extra; in places where the temperature exceeds 130 degrees Fahrenheit, 3d. per hour extra. Where work continues for more than two hours in temperatures exceeding 130 degrees Fahrenheit, employees shall also be entitled to twenty minutes' rest after every two hours' work without deduction of pay. The temperature shall be decided by the foreman of the work after consultation with the employees who claim the extra rate.

Lead Works.

(g) Working in lead works—1d. per hour extra.

Meat Digestors and Oil Tanks.

(h) Working on repairs in oil tanks or meat digestors—1½d. per hour extra. Provided that if any employee is so engaged for more than half of one day or shift he shall be paid the prescribed allowance for the whole day or shift.

Sanitary Works.

(i) Working in sanitary works—1d. per hour extra.

Slag Wool.

(j) Employees handling loose slag wool, loose insulwool or other loose material of a like nature used for providing insulation against heat, cold or noise, shall when so employed on ship construction or ship repairing or on the construction, repair or demolition of furnaces, walls, floors and/or ceilings be paid 4d. per hour extra.

Slaughtering Yards.

(k) Working in slaughtering yards—1d. per hour extra.

Underground Mine Work.

(l) Electricians working underground in mines shall be paid 10 per cent. extra.

War Damaged Ships.

(m) All employees engaged in the cutting and removal of torn, twisted, and displaced structural materials from vessels which have been damaged by bomb, mine, shell, or torpedo shall be paid extra rates as follows:—

(i) where such damaged structural materials are covered in oil residue and/or other unusually obnoxious substances, and there is a risk of such materials falling or there are difficulties in the way of securing a safe foothold for working—2d. per hour extra;

(ii) where the work is carried out in the presence of explosives or combustible materials under conditions under which there is a risk of fire or explosion—4d. per hour extra;

(iii) where as well as working under the conditions specified in paragraph (i) hereof an employee works under those specified in paragraph (ii) hereof—6d. per hour extra.

The question of whether the conditions specified in paragraphs (i) or (ii) hereof or both of them exist in any particular case shall be settled by agreement between the foreman and the workman concerned provided that in cases of disagreement the matter shall be settled as provided in sub-clause (d) hereof in the case of dirty work, and the provisions of that sub-clause shall apply to claims under this sub-clause.

In any case in which it is agreed or decided that the specified conditions exist the extra rate prescribed shall be paid for the whole of the time the employees are engaged cutting and removing the materials mentioned.

Wet Places.

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

Special Rates not Cumulative.

(o) Where more than one of the disabilities entitling a workman to extra rates exist on the same job the employer shall be bound to pay only one rate, namely, the highest for the disabilities so prevailing.

Rates not Subject to Penalty Additions.

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

TRAVELLING AND BOARD.

6. (a) An employee who on any day or from day to day is required to work at a job away from his accustomed workshop or depot shall at the direction of his employer present himself for work at such job at the usual starting time; but for all time reasonably spent in reaching and returning from such job (in excess of the time normally spent in travelling from his home to such workshop or depot and returning) he shall be paid travelling time, and also any fares reasonably incurred in excess of those normally incurred in travelling between his home and such workshop or depot.

An employee who with the approval of his employer uses his own means of transport for travelling to or from outside jobs shall be paid the amount of excess fares which he would have incurred in using public transport unless he has an arrangement with his employer for a regular allowance.

(b) An employee—

(i) engaged in one locality to work in another; or

(ii) sent from his usual locality to another for employment which can reasonably be regarded as permanent, involving a change of residence, shall be paid travelling time whilst necessarily travelling between such localities, and, for a period not exceeding three months, expenses.

(c) An employee sent from his usual locality to another (in circumstances other than those prescribed in sub-clause (b) hereof) and required to remain away from his usual place of abode shall be paid travelling time whilst necessarily travelling between such localities, and expenses whilst so absent from his usual locality.

(d) The rate of pay for travelling time shall be ordinary rates, except on Sundays and holidays, when it shall be time and a half.

(e) The maximum travelling time to be paid for shall be twelve hours out of every twenty-four hours, or when sleeping berth is provided by the employer for all-night travel, eight hours out of every twenty-four.

(f) "Expenses" for the purpose of this clause means:—

(i) All fares reasonably incurred.

For boat travel the fares allowed shall be first-class on coastal boats, and on interstate boats where there is no second-class as distinct from steerage; and for rail travel, second-class, except where all-night travelling is involved, when they shall be first-class, with sleeping berth where available.

(ii) Reasonable expenses incurred whilst travelling, including 2s. 6d. for each meal taken.

(iii) A reasonable allowance to cover the cost incurred for board and lodging.

(g) A camping allowance of 3s. per day for every day, including Sunday, shall be paid to employees engaged on country jobs at places where ordinary board and residence is not obtainable and camping in tents, cubicles or other temporary shelter is necessary; Provided that where cooked meals are procurable by the employee at a mess established by the employer, the amount of such country allowance shall be 9d. per day for every day, including Sunday.

(A) Until further order an employer shall be free to engage labour on the site of a job carried on away from the workshop without payment of any travelling time or fares, unless such employee is sent from the workshop: Provided that if any employee engaged for the erection of a job had previously been engaged by the same employer in the fabrication of the job in a workshop he shall be paid fares in excess of those incurred in travelling to and from the workshop.

MOTOR ALLOWANCE REFRIGERATOR SERVICEMEN.

7. Employees engaged on repairs to refrigeration plants outside the employer's business shall be provided with means of transport by the employer, or, in the case of employees who use their own motor vehicles, shall be paid additional allowances as follows:—

	Per Week.	
	£	s. d.
Motor car	2	10 0
Motor cycle and side-car	1	10 0
Motor cycle	1	0 0

HOURS OF WORK.

Day Workers.

8. (a) Subject to the exception hereinafter provided the ordinary hours of work shall be 40 per week to be worked in five days of not more than 8 hours (Monday to Friday inclusive) and one day (Saturday) of not more than 4 hours; or five days (Monday to Friday inclusive) of 8 hours each continuously except for meal breaks at the discretion of the employer between 7 a.m. and 5.30 p.m. on Monday to Friday inclusive, and 7 a.m. and noon on Saturday.

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

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

Five-Day Week.

(b) In any case in which the ordinary week's work of 40 hours can be performed in five days as aforesaid without—

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

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

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

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

Electricians.

(c) The ordinary hours of electricians in charge of plant and/or installation shall be the same per week as the hours of the majority of the employees working with or by means of the light or heat or power in the establishment where the electrician in charge is engaged, if that number of hours is within 40 to 48 per week. If that number is below 40 or above 48 the ordinary working hours of the electrician in charge shall be 40 or 48 respectively.

SHIFT WORK.

Definitions.

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

- "Afternoon shift" means any shift finishing after 6 p.m. and at or before midnight.
- "Continuous work" means work carried on with consecutive shifts of men throughout the 24 hours of each of at least six consecutive days without interruption except during breakdowns or meal breaks or due to unavoidable causes beyond the control of the employer.
- "Night shift" means any shift finishing subsequent to midnight, and at or before 8 a.m.
- "Rostered shift" means a shift of which the employee concerned has had at least 48 hours' notice.

Hours—Continuous Work Shifts.

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

- (i) 8 in any one day; or
- (ii) 48 in any one week; or
- (iii) 88 in 14 consecutive days; or
- (iv) 160 in 28 consecutive days.

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

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

Hours—Other than Continuous Work

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

- (i) 40 in any week, to be worked in five shifts of 8 hours on Monday to Friday inclusive, or five shifts of not more than eight hours and one shift (Saturday) of not more than four hours; or
- (ii) 80 in fourteen consecutive days, in which case an employee shall not, without payment for overtime be required to work more than eight consecutive hours on any shift or more than six shifts in any week; or
- (iii) 120 in 21 consecutive days, in which case an employee shall not, without payment for overtime be required to work more than eight consecutive hours on any shift or more than six shifts in any week.

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

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

Rosters.

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

Variation by Agreement.

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

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

Afternoon or Night Shift Allowance.

(f) Shift workers on continuous work whilst on afternoon or night shifts shall be paid $7\frac{1}{2}$ per cent. more than the ordinary rates for such shifts.

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

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

An employee who—

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

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

(f₁) The minimum rate to be paid to any shift worker for work performed between midnight on Friday and midnight on Saturday shall be time and a quarter. Such extra rate to be in substitution for and not cumulative upon the shift premiums prescribed in the first and second paragraphs of sub-clause (f) hereof.

Overtime.

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

- (i) if employed on continuous work be paid at the rate of double time; or
- (ii) if employed on other shift work at the rate of time and a half for the first four hours and double time thereafter, except in each case when the time is worked—
- (iii) by arrangement between the employees themselves;
- (iv) for the purpose of effecting the customary rotation of shifts; or
- (v) is due to the fact that the relief man does not come on duty at the proper time; or
- (vi) on a shift to which an employee is transferred on short notice as an alternative to standing the employee off in circumstances which would entitle the employer to deduct payment for a day in accordance with clause 15 (b) hereof.

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

Compulsory Overtime.

(g₁) An employer may require any employee to work reasonable overtime at overtime rates and such employee shall work overtime in accordance with such requirement.

Sundays and Holidays.

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

Shift workers on other than continuous work for all time worked on a Sunday or holiday shall be paid at the rates prescribed by clause 12 of this Determination. Where shifts commence between 11 p.m. and midnight on a Sunday or holiday the time so worked before midnight shall not entitle the employee to the Sunday or holiday rate; provided that the time worked by an employee on a shift commencing before midnight on the day preceding a Sunday or holiday and extending into a Sunday or holiday shall be regarded as time worked on such Sunday or holiday.

Junior and Female Employees.

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

MIXED FUNCTIONS.

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

OVERTIME.

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

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

Rest Period After Overtime.

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

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

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

Call Back.

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

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

Saturday Work—Five-day Week.

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

Standing By.

(e) Subject to any custom now prevailing under which an employee is required regularly to hold himself in readiness for a call back, an employee required to hold himself in readiness to work after ordinary hours shall until released be paid standing-by time at ordinary rates from the time from which he is so to hold himself in readiness. Provided that the existence of a custom shall not operate to relieve an employer from paying a refrigeration serviceman the rate herein prescribed.

Meal Hours—General.

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

Meal Hours—Maintenance Employees.

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

Crib Time.

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

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

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

Tea Money

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

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

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

Transport of Employees.

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

Compulsory Overtime.

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

HOLIDAYS AND SUNDAY WORK.

12. (a) Employees shall be entitled to the following public holidays without loss of pay as regards employees on weekly hiring:—New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, King's Birthday, Labour Day, Anzac Day, Christmas Day, and Boxing Day, or such other day as is generally observed in the locality as a substitute for any of the said days respectively. Provided that Christmas Day and Boxing Day shall for the year, 1948, be deemed to fall on the 27th and 28th days of December, 1948, respectively, and that New Year's Day for the year, 1949, shall be deemed to fall on the 3rd day of January, 1949. Any employer who has given to his employees notice under paragraph (i) of sub-clause (m) of clause 17 of this Determination of his intention to close down his plant or section or sections thereof for the purpose of allowing annual leave may alter the date of such intended closing down by substituting a date no more than two days earlier than the date of which notice was given upon giving at least one week's notice of such alteration.

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

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

Provided that where employees are necessarily engaged in repairs to or renewals of their employer's plant and machinery necessary for resumption of work the next following working day or for maintaining the continuity of electric light and power (not including the installation of new machinery) work done on holidays shall be paid for at the rate of time and a half for the first eight hours and double time thereafter.

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

(d) Employees, other than on shift or engaged in maintaining the continuity of electric light and power, required to work on Sundays or public holidays shall be paid for a minimum of three hours' work.

EXTRA RATES NOT CUMULATIVE.

13. Extra rates in this Determination, except rates prescribed in clause 5 are not cumulative so as to exceed the maximum of double the ordinary rates.

PAYMENT OF WAGES.

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

(b) On the first pay day occurring during his employment, an employee shall be paid whatever wages are due to him up to the completion of his work on the previous day: Provided that this sub-clause shall not apply to employees of electric supply undertakings nor to employers who make a practice of allowing advances to employees approximating wages due.

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

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

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

CONTRACT OF EMPLOYMENT.

Weekly Employment.

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

(b) Employment shall be terminated by a week's notice on either side given at any time during the week or by the payment or forfeiture of a week's wages as the case may be. This shall not affect the right of the employer to dismiss any employees without notice for malingering, inefficiency, neglect of duty, or misconduct, and in such cases the wages shall be paid up to the time of dismissal only or to deduct payment for any day the employee cannot be usefully employed because of any strike or through any 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 16 hereof, lose his pay for the actual time of such non-attendance.

Casual Employment.

(d) A casual employee is one engaged and paid as such. A casual employee for working ordinary time shall be paid per hour one-fortieth of the weekly rate prescribed by this Determination for the work which he or she performs, plus 10 per cent.

Late Comers.

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

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

SICK LEAVE.

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

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

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

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

(iv) He shall not be entitled in any year (whether in the employ of one employer or of several) to leave in excess of 40 hours of working time.

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

Single Day Absences.

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

Cumulative Sick Leave.

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

(cc) Rights accrued under sub-clause (c) hereof prior to the 1st day of January, 1948, shall be preserved except that the total number of hours so accrued and not taken prior to the 1st day of January, 1948, shall be reduced by 1/11th of such total the result to be calculated to the nearest hour.

Attendance at Hospital, &c.

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

ANNUAL LEAVE.

Period of Leave.

17. (a) A period of fourteen consecutive days' leave shall be allowed annually to an employee after twelve months' continuous service (less the period of annual leave) as an employee on weekly hiring in any one or more of the occupations to which this Determination applies.

Seven-day Shift Workers.

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

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

Annual Leave Exclusive of Public Holidays.

(c) Subject to this sub-clause the annual leave prescribed by this clause shall be exclusive of any of the holidays prescribed by clause 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 the period of annual leave time equivalent to the ordinary time which the employee would have worked if such day had not been a holiday.

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

Broken Leave.

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

Calculation of Continuous Service.

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

- (i) any interruption or termination of the employment by the employer if such interruption or termination has been made merely with the intention of avoiding obligations hereunder in respect of leave of absence;
- (ii) any absence from work on account of personal sickness or accident or on account of leave lawfully granted by the employer; or
- (iii) any absence with reasonable cause proof whereof shall be upon the employee.

In cases of personal sickness or accident or absence with reasonable cause the employee to become entitled to the benefit of this sub-clause shall inform the employer in writing if practicable within 24 hours of the commencement of such absence of his inability to attend for duty and as far as practicable the nature of the illness injury or cause and the estimated duration of his absence. A notification given by an employee pursuant to clause 16 shall be accepted as a notification under this sub-clause.

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

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

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

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

Calculation of Service.

(f) Service before the date of operation of this Determination shall be taken into consideration for the purpose of calculating annual leave, but an employee shall not be entitled to leave or payment in lieu thereof for any period in respect of which leave or a payment in lieu thereof has been allowed or made under the clause hereby revoked. Provided however, that in respect of service before the 1st January, 1946, the annual leave shall be allowed at the rate of 3½ hours for each completed one month of continuous service and in respect of service after that date at the rate of 6½ hours for each completed one month of continuous service. Any broken part of a month served before the 1st January, 1946, shall for the purposes of this clause be deemed to be service after the 1st January, 1946. The period of annual leave to be allowed under this sub-clause shall be calculated to the nearest day any broken part of a day in the result not exceeding half a day to be disregarded.

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

Calculation of Month.

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

Leave to be Taken.

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

Time of Taking Leave.

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

Leave Allowed Before Due Date.

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

Where leave has been granted to an employee pursuant to this sub-clause before the right thereto has accrued due and the employee subsequently leaves or is discharged from the service of the employer before completing the twelve months' continuous service in respect of which the leave was granted the employer may for each one complete month of the qualifying period of twelve months not served by the employee deduct from whatever remuneration is payable upon the termination of the employment one-twelfth of the amount of wage paid on account of the annual leave, which amount shall not include any sums paid for any of the holidays prescribed by clause 12 of this Determination.

Payment for Period of Leave.

(k) Each employee before going on leave shall be paid two weeks' wages, except a shift worker or an employee taking his leave pursuant to sub-clause (d) of this clause either of whom shall be paid the amount of wage he would have received in respect of the ordinary time which he would have worked had he not been on leave during the relevant periods. For the purposes of this sub-clause and sub-clause (l) hereof, wages shall be at the rate prescribed by clauses 2, 3, and 4 of this Determination for the occupation in which the employee was ordinarily employed immediately prior to the commencement of his leave or the termination of his employment, as the case may be. Payment in the case of employees employed on piece or bonus work or any other system of payment by results shall be at time rates.

Proportionate Leave on Dismissal.

(l) If after one month's continuous service in any qualifying twelve-monthly period an employee lawfully leaves his employment or his employment is terminated by the employer through no fault of the employee the employee shall be paid at his ordinary rate of wage for 3½ hours in respect of each completed one month of continuous service before the 1st January, 1946, and for 6½ hours at the same rate in respect of each completed month of continuous service after that date, the service in each case being service in respect of which leave has not been granted hereunder.

Annual Close Down.

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

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

- (ii) An employee who has then qualified for two full weeks' leave, and has also completed a further month or more of continuous service shall be allowed his leave, and shall subject to sub-clause (f) hereof also be paid one-sixth of a week's wages in respect of each completed month of continuous service performed since the close of his last twelve-monthly qualifying period.
- (iii) The next twelve-monthly qualifying period for each employee affected by such close down shall commence from the day on which the plant, or section or sections concerned is re-opened for work.
Provided that all time during which an employee is stood off without pay for the purposes of this sub-clause shall be deemed to be time of service in the next twelve-monthly qualifying period.
- (iv) If in the first year of his service with an employer an employee is allowed proportionate annual leave under paragraph (i) hereof, and subsequently within such year lawfully leaves his employment or his employment is terminated by the employer through no fault of the employee, he shall be entitled to the benefit of sub-clause (i) of this clause subject to adjustment for any proportionate leave which he may have been allowed as aforesaid.

MISCELLANEOUS.

Accommodation and Conveniences.—Boiling Water.

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

Drinking Water.

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

First-Aid Outfit.

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

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

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

Lockers.

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

Washing and Sanitary Conveniences.

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

Clothing, Equipment, and Tools.

Damage to Clothing and Tools.

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

Gas Masks.

(ii) The employer shall ensure that sufficient masks are available to enable each employee when engaged on repairs to refrigeration plants outside the employer's premises, to take one with him.

Gloves.

(iii) Suitable canvas or leather gloves shall be provided by employers for employees manually hauling underground cables or ring mains and similar cables on ships and suitable gloves or pads for such other work as the foreman and employee may agree.

In case of disagreement between the foreman and workman, the workman or a shop steward on his behalf shall be entitled within 24 hours, to ask for a decision on the workman's claim by the employer's industrial officer (if there be one) or otherwise by the employer or the executive officer responsible for the management or superintendence of the plant concerned. In such case a decision shall be given on the workman's claim within 48 hours of its being asked for (unless that time expires on a non-working day, in which case it shall be given during the next working day), or else the said equipment shall be provided.

In any case where an organization alleges that an employer or his representative is persistently unreasonable or capricious in relation to such claims, it may bring such case before the Wages Board.

Goggles.

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

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

Masks.

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

Protective Equipment—Welding.

(vi) Employers shall provide a sufficient supply of the undermentioned equipment to enable each welder and his assistant when engaged on work necessitating its use to be supplied with same:—

- (a) Suitable asbestos sheets,
- (b) Hand screens or helmets fitted with coloured glass (or in the case of oxy-acetylene operators protective glasses with side shields),
- (c) Anti-flash goggles,
- (d) Aprons, leather sleeves and leggings (or coveralls of flame-proof material) and gauntlet gloves; and
- (e) Gum or other insulating boots when working in places so damp that danger of electric shock exists.

An employee who is pursuant to this paragraph supplied with any of the equipment specified herein shall wear or use as the case may be such equipment in such a way as to achieve the purpose for which it is supplied.

Where electric arc operators are working screens which shall be suitable and sufficient for the purpose shall be provided by the employer for the protection of employees from flash.

Safety Gear for Live Work.

(vii) Adequate safety gear (including insulating gloves, mats, and/or shields where necessary) shall be provided by employers for employees required to work on live electrical equipment.

Tools.

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

Tools—Electrical Trades.

(ix) An electrical trades employee shall not be required to carry tools and/or material exceeding 40 lb. in weight or 6 feet in length to or from the job.

If an electrical trades employee on jobs away from the workshop is unable to arrange suitable free storage accommodation for his tools, the employer shall upon request ensure the provision of same.

Females—Rest Period and Seats.

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

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

Ventilation.

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

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

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

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

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

SHOP STEWARDS.

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

RIGHT OF ENTRY OF UNION OFFICIALS.

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

- (i) That he produces his authority to the gatekeeper or such other person as may be appointed by the employer;
- (ii) That he interviews employees only at places where they are taking their meal;
- (iii) That not more than one representative of each of not more than three unions be on the premises at any one time;
- (iv) That no one representative visit the premises more than once in each week;
- (v) That if any employer alleges that a representative is unduly interfering with his work or is creating dissatisfaction amongst his employees, or is offensive in his methods, or is committing a breach of any of the previous conditions, such employer may refuse the right of entry, but the representative shall have the right to bring such refusal before the Wages Board.

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

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

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

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

(Name of organization.)

THIS IS TO CERTIFY THAT
abovenamed organization.

is a duly accredited representative of the

General Secretary.

(SEAL.)

Date—

Specimen signature of holder.
Strictly not transferable.

TIME AND WAGES BOOK.

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

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

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

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

NOTICE BOARD.

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

Any notice posted on such board not so signed or countersigned may be removed by an accredited union representative or by the employer.

DEFINITIONS.

General.

23. "Confined space" means a compartment or space, access to which is through a manhole or similar opening, or a place the dimensions of which necessitate an employee working in a stooped or otherwise cramped position, or without proper ventilation, and includes such a space—

- (i) in the case of a ship, inside complete tanks, chain lockers, and peaks; in bilges, under engine beds, under engine room and stokehold floors, or under or inside boilers;
- (ii) in the case of a locomotive, inside the barrels of boilers, fire boxes, water spaces of tenders, side tanks, bunker tanks, saddle tanks, or smoke boxes;
- (iii) in other cases, inside boilers, steam drums, mud drums, fire boxes of vertical or road vehicle boilers, furnaces, flues, combustion chambers, receivers, buoys, tanks, superheaters, or economizers.

"Process worker" means an employee engaged on—

- (i) repetition work on any automatic, semi-automatic, or single-purpose machine or any machine fitted with jigs, gauges, or other tools rendering operations mechanical (and in connexion with which he is not responsible for the setting up of the machine, nor for the dimensions of the products other than by checking with gauges, which gauges shall be either unadjustable or, if adjustable, shall not be set by the operator); or
- (ii) in the assembling of parts of mechanical appliances or other articles so made, in which no fitting or adjustment requiring skill is required; or
- (iii) in specialized processes—not requiring use of hand tools except hammers, pliers, screw-drivers, spanners and files, and such tools as are necessary for deburring or removing rags or edging;
- (iv) in the assembling of typewriters, and/or bookkeeping, and/or adding, and/or calculating, and/or duplicating machines, for the first time in Australia, but does not include tuning, and/or testing, and/or adjustment of such machines.

"Ship repairs" means—

- (i) all repair work done on ships;
- (ii) all work other than the making of spare parts and stores done in a workshop used for ship repairs only;
- (iii) work done in a workshop used for both ship repairing, general engineering, metal moulding, steel construction, and other heavy metal fabrication on which employees are engaged both on the ship and in the workshop.

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

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

"Electrical instrument maker and/or repairer" means an adult employee in an electric supply undertaking who is required to design, test, repair, and build electrical measuring and/or recording appliances and/or instruments (not including consumers meters) and carry out experiments on same in a workshop or laboratory.

"Plante assembler" means an adult male employee engaged in the building of batteries with plante, kathanode or train lighting type plates, who in the course of his work is required to burn groups or connectors.

"Electrical fitter" means a fitter mainly engaged in making, fitting, or repairing electrical machines, instruments, or appliances, who in the course of his work applies electrical knowledge.

"Electrical mechanic" means a tradesman mainly engaged on electrical installation, repair, and maintenance work.

"Shift electrician" means an electrician of at least five years' experience who is in charge of a generating station or rotary converter sub-station during his shift, and is not constantly under the supervision of a superior officer.

"Battery fitter" means an adult employee wholly engaged in the erection, overhauling, or repairing of storage batteries.

"Cable joiner" means an adult workman employed as a joiner of underground cables or employed fixing or repairing underground services in pipes.

"Meter tester—1st grade," means an adult employee engaged in the testing, adjustment, and replacement of standard parts of poly-phase electricity meters on consumers' premises and poly-phase meters in a workshop.

"Meter tester—2nd grade," means an adult employee engaged in the testing, adjustment, and replacement of standard parts of single-phase electricity meters, including testing of meters in batches in a workshop.

"Lineman" means an adult employee engaged in erecting, fixing, maintaining or repairing overhead conductors or electrical apparatus, or fixing service cut-out boxes or supports for meters.

"Lineman's assistant" means an adult employee engaged in assisting a linesman but who shall not work within 6 feet of any live conductor.

SPECIAL CONDITIONS APPLICABLE TO EMPLOYMENT IN ELECTRIC SUPPLY UNDERTAKINGS.

24. The following special conditions shall apply to all employees employed in undertakings concerned with the installation, maintenance, and supply of electric light and power;—

Leading Hands.

(a) As a proviso to "Leading Hands" in clause 2 of this Determination.

Provided that an employee detailed to act as leading hand in charge of two other adult employees working away from power station or workshop (one of whom is of the same classification as himself) shall be paid 9s. per week extra.

(a) (In lieu of clause 8 (a) of this Determination "Hours of Work")—

Day Workers.

The ordinary hours of employment shall be 40 per week to be worked in five days of not more than 8 hours (Monday to Friday inclusive), and one day (Saturday) of not more than 4 hours; or five days (Monday to Friday inclusive) of 8 hours each; in either case, to be worked continuously except for meal breaks at the discretion of the employer between 7 a.m. and 6 p.m. on Monday to Friday inclusive, and 7 a.m. and 12.30 p.m. on Saturday; Provided that the spread of hours or daily hours herein prescribed may be altered as to all or a section of the employees by mutual agreement between the employer and the union representative of the employees concerned.

By agreement between any employer and his employees, ordinary hours may be worked on the basis of 80 hours per fortnight with one week of not more than 48 hours.

Subject to the continuance of existing conditions, patrolmen not on shift work shall work the prescribed weekly hours at such hours as the employer may direct.

(b) (In lieu of clause 9 of this Determination "Shift Work")—

Shift Workers Generally.

(i) Employees working on shift work shall work such shifts as may be required not averaging more than one in each 24 hours nor averaging any number more than six for every seven days.

A shift shall consist of eight hours inclusive of such time as by mutual arrangement may be taken for meals.

The ordinary hours of shift workers shall not exceed 80 in 14 consecutive days.

For working on any Sunday or holiday shift a shift worker shall be paid time and a half for such shift.

Continuous Shift Workers.

(ii) Employees engaged on continuous work on afternoon or night shifts shall be paid 7½ per cent. extra for such shifts.

Subject to the provisions of paragraph (c) of this clause, shift workers on continuous work shall be paid at the rate of double time for all time worked in excess of shift hours, except when such overtime is due to arrangement between the employees themselves or is necessary in effecting periodical rotation of shifts, or is owing to the failure of a shift man, who should relieve, to present himself for duty at the appointed time, in which case ordinary time only shall be paid.

Non-continuous Shift Workers.

(iii) Employees engaged on non-continuous work working on afternoon or night shift which does not continue for more than three successive afternoons or nights shall be paid for such shifts at the rate of time and a half, and where such shifts continue for more than three successive afternoons or nights, at the rates prescribed by clause 9 (f) of this Determination.

Subject to the provisions of paragraph (c) of this clause, shift workers on non-continuous work shall for all time worked in excess of their ordinary hours for each shift be paid at the rate of time and a half for the first four hours and double time thereafter.

(c) The following sub-clause is added to clause 11:—

Employees working overtime on the repair or maintenance of plant or equipment necessary for the continuity of supply of electric energy, shall be paid for all such overtime at the rate of time and a half.

(d) In lieu of clause 11 (c):—

An employee recalled to work overtime after leaving his employer's business premises, and who returns to his home on completion of such overtime work, shall be paid for a minimum of one hour's work at the appropriate rate; and in such circumstances, time reasonably spent in getting to and from work shall be regarded as time worked.

(e) Clause 11 (h) shall not apply to employees covered by this clause.

(f) All prevailing customs for holidays or annual leave of absence shall continue until further order, providing they are not less favourable to employees than those prescribed by this Determination for employees of the same classes.

PERIODICAL ADJUSTMENT OF WAGES.

25. 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 shall be automatically adjusted as prescribed by clause 26.

Basic Wage.

Place.	Needs Basic Wage (Adjustable).	Loading (Constant.)	Total Basic Wage.	Index Number Set Assigned.
Victoria—	£ s. d.	s. d.	£ s. d.	
Within 20 miles of G.P.O., Melbourne, 10 miles of G.P.O., Geelong, at Warrnambool, and within Mildura and Gippsland Districts	5 14 0	6 0	6 0 0	Melbourne
Yallourn—6s. 6d. in excess of basic wage for Melbourne.				
Elsewhere—3s. less than the contemporaneous basic wage for Melbourne.				

ADJUSTMENT OF BASIC WAGE.

26. (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, 1949, the amounts of the Basic Wage shall be as prescribed in clause 25.

(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.

The wages of adult females, junior females, and male juniors shall be the percentages of the contemporaneous needs basic wage prescribed for the area in which they are employed, and in addition thereto the constant and special loadings specified in clauses 3 and 4 of this Determination.

MARGINAL RATES.

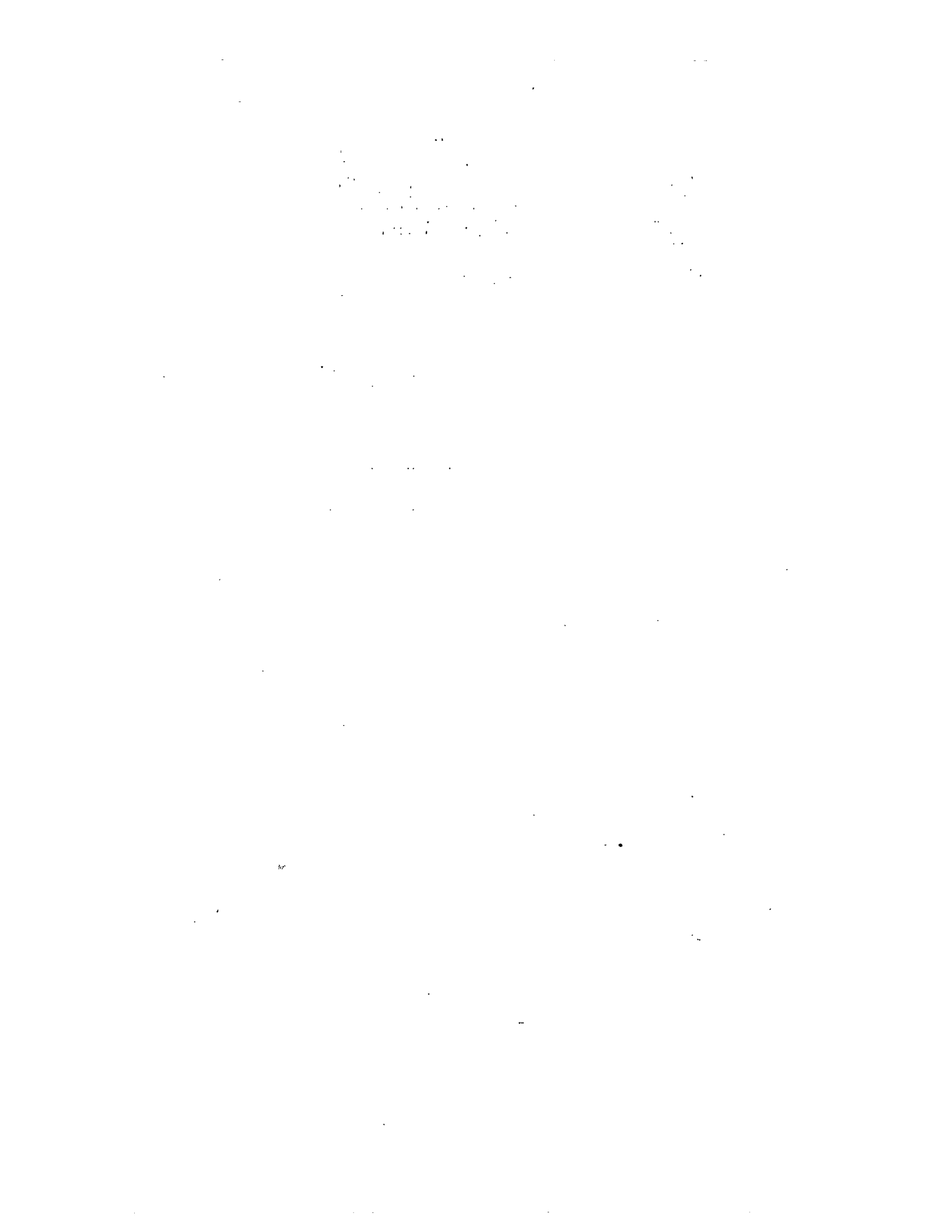
27. In addition to the basic wage provided in clause 25 the margins and loadings set out in this clause shall be the minimum rate payable to employees therein named:—

Classification.	Margins Per Week.	Loading Per Week.
<i>(a) General.</i>		
Electrician in charge of electrical supply undertaking	70 6	6 0
Electrical instrument maker and/or repairer (as defined)	61 6	6 0
Installation inspector and/or tester	50 6	6 0
Shift electrician	46 0	6 0
Refrigeration mechanic or serviceman	46 0	6 0
Electrician in charge of plant and/or installation	46 0	6 0
Electrical fitter and/or armature winder	46 0	6 0
Battery fitter	46 0	6 0
Cable jointer, on high tension (over 6,600 volts)	44 6	6 0
Cable jointer, on low tension (under 6,600 volts)	41 6	6 0
Cable jointer's mate	30 0	3 0
Electrical mechanic	46 0	6 0
Linesman	36 0	4 0
Linesman's assistant	20 0	3 0
Patrolman—		
(a) Inspecting and switching circuits, or repairing live feeders or distributors of 600 volt or over, or repairing faults on consumers' premises	36 0	4 0
(b) Inspecting, switching or renewing lamps or fuses on circuits, but not repairing	22 6	3 0
Motor tester (1st grade)	35 0	4 0
Motor tester (2nd grade)	29 0	3 0
Motor fixer	29 0	3 0
Switchboard attendant	34 6	4 0
Battery attendant	21 0	3 0
Electrical fitter's and mechanic's assistant	20 0	3 0
Process worker	19 0	3 0
Other employees with not less than three months' experience in the metal trades industry	6 0	3 0
Employee not elsewhere classified	Nil	3 0
<i>(b) Wet Battery Manufacturing.</i>		
Plante assembler	29 0	3 0
Battery repairer (factory)	26 0	3 0
Mixing and pasting by hand	24 0	3 0
Charging and moulding of grids	24 0	3 0
Group burning (placing separate chambers in batteries, burning posts to connectors on top of battery)	23 0	3 0
Formation process	21 0	3 0
All others in this subdivision	19 0	3 0

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

J. W. RYAN, Secretary.

Melbourne, 16th December, 1948.





VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 58]

TUESDAY, FEBRUARY 1.

[1949

Factories and Shops Acts.

DETERMINATION OF THE PLATE GLASS BOARD.

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

(b) On the 18th December, 1939, the Board was deprived of the power to determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed fixing in position glass sheets or pieces, of surface area not exceeding 2½ square feet each, as substitute for tiles, and conferring such power exclusively on the Tilelayers Board.

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which since the 5th November, 1924, has had the power to "determine the lowest prices or rates which may be paid to any persons employed in the trade of—

(a) designing, bevelling, cutting, embossing, glazing, painting, silvering, or otherwise working all kinds of plate, sheet, or stained glass, or glass lenses or prisms;

(b) fixing in position all kinds of plate, sheet, or stained glass, or glass lenses or prisms;

(c) packing all kinds of plate, sheet, or stained glass, or glass lenses or prisms;

including any labouring work in connexion with any such operations," has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence on or after the 7th November, 1948, the last previous Determination of this Board shall be revoked and replaced by this Determination.

WAGES.

Adults, Journeymen or Journeywomen.	Within 20 Miles of G.P.O., Melbourne; 10 Miles of G.P.O., Geelong, at Warrnambool and in the Mildura and Gippsland Districts.	Elsewhere in Victoria.
	£ s. d.	£ s. d.
SAFETY GLASS SECTION.		
<i>Males.</i>		
Cutter	8 7 6	8 4 6
Beveller	8 7 6	8 4 6
Employee in charge of laminating room	8 7 6	8 4 6
Autoclave attendant	8 0 0	7 17 0
Furnace operator	8 0 0	7 17 0
Edge workers excluding those employed on automatic or semi-automatic machines	8 0 0	7 17 0
Edge workers employed on automatic or semi-automatic machines	7 10 0	7 7 0
Edge sealer	7 10 0	7 7 0
Employee packing, unpacking or issuing glass	7 10 0	7 7 0
<i>Females.</i>		
Females engaged on scratch polishing machines	5 2 0	4 19 9
Females engaged in inspecting and testing	4 15 0	4 15 9
All other work	4 14 0	4 11 9
OTHER GLASS SECTION.		
Painter or Designer on glass	8 14 6	8 11 6
Pencil hand embosser	8 7 6	8 4 6
Tradesman, i.e., an employee who has completed indenture of apprenticeship or an adult employee who has been trained for not less than four years as a beveller, silverer, glazier, glass cutter, glass bender, glass blocker, scratch polisher, sand blaster	8 7 6	8 4 6
Tradesman's assistant, i.e., an adult employee other than a tradesman who assists a tradesman, but does not do tradesman's work or is employed in checking, recording, packing or unpacking glass	7 10 0	7 7 0
Rubber out embosser	7 10 0	7 7 0
Cementer	7 10 0	7 7 0
Employee turning one lead from mill for leaded light glazier	7 10 0	7 7 0
Assistant to a silverer employed lifting and/or painting and/or cleaning silvered glass	6 18 0	6 15 0

APPRENTICES AND IMPROVERS—RATES OF PAY.

3. The following shall be the rates of pay for apprentices and improvers :—

Male Apprentices.	Within 20 Miles of G.P.O., Melbourne, 10 Miles of G.P.O., Geelong, at Warrnambool and in the Mildura and Gippsland Districts.	Elsewhere in Victoria.
	<i>s. d.</i>	<i>s. d.</i>
<i>Five Year Term.</i>		
1st year's experience	29 6	28 6
2nd year's experience	41 0	40 0
3rd year's experience	58 6	57 0
4th year's experience	88 0	85 6
5th year's experience	111 6	108 6
<i>Four Year Term.</i>		
1st year's experience	35 0	34 6
2nd year's experience	58 6	57 0
3rd year's experience	88 0	85 6
4th year's experience	111 6	108 6
<i>Improvers (Males).</i>		
Under 16 years of age	26 0	25 6
16 and under 17	29 6	28 6
17 and under 18	41 0	40 6
18 and under 19	58 6	57 0
19 and under 20	88 0	85 6
20 and under 21	111 6	108 6
<i>Female Apprentices.</i>		
1st year's experience	41 0	40 0
2nd year's experience	58 6	57 0
3rd year's experience	77 6	76 0
4th year's experience	88 6	86 0
(A female shall not be apprenticed until she is 16 years of age)		
<i>Female Improvers.</i>		
16 years and under	29 6	28 6
17 years	41 0	40 0
18 years	58 6	57 0
19 years	77 6	76 0
20 years	88 6	86 0

HEIGHT MONEY.

4. Any person employed on work provided for under "Other Class Section" at a height of 50 feet or more above the nearest horizontal plane shall be paid 1s. extra per day or portion of day whilst so employed.

APPRENTICES AND IMPROVERS—PROPORTIONATE NUMBERS.

- 5. (a) (i) Males—One male apprentice shall be allowed to the first three adult male workers or fraction thereof, and thereafter one additional apprentice to every three such workers.
- (ii) Female—One female apprentice shall be allowed to each adult female worker.
- (b) (i) One male improver shall be allowed to each six adult male workers or fraction thereof: provided that at least three adult male workers must be employed before a male improver can be employed.
- (ii) In the case of the safety glass section one male improver shall be allowed to each three adult male workers or fraction thereof employed.
- (iii) Provided further that in the case of the glass section in classification for which no apprentice is provided one male improver shall be allowed to each four adult male workers or fraction thereof.
- (iv) One female improver shall be allowed to each six adult female workers or fraction thereof.
- (v) In the case of the safety glass section three female improvers shall be allowed to each female receiving the adult female wage.
- (c) The proportion of apprentices or improvers shall be based on the average number of adult workers employed for the preceding six months in each workshop or factory.
- (d) The terms "adult male workers" and "adult female workers" shall mean adults whose wages are prescribed by this Determination and include a proprietor working in his factory.
- (e) Where an improver becomes indentured to any trade the time spent in such trade as an improver shall count as part of the term of apprenticeship.
- (f) A probationary period of three months shall be allowed before a person is indentured for the first time, but the period of probation shall be treated as part of the period of apprenticeship.

APPRENTICESHIP.

Apprenticeship Trades.

6. (a) For the purpose of indentures the following shall be apprenticed trades:—

Glass.—Bevelling, silvering, embossing, glazing including lead and copper glazing, painting and designing, cutting bending, blocking, scratch polishing and sand blasting.

Provided that in all types of machining instruction and practice shall be given in one of the following machines, viz. shaper, moulder or router.

Term of Apprenticeship.

(b) (i) *Males.*—The term of apprenticeship for those entering apprenticeship trades between the ages of fourteen and seventeen years shall be five years, and for those entering apprenticeship trades in their eighteenth and nineteenth years shall be four years.

(ii) *Females.*—The term of apprenticeship for females shall be four years.

General Conditions of Apprenticeship.

(i) The provisions of this Determination governing holidays and for sick pay shall apply to all apprentices whether the apprenticeship was commenced before or after the date of the coming into force of this Determination.

(ii) All present contracts of apprenticeship shall be deemed to include and all future contracts of apprenticeship shall include the following provision :—

If through lack of orders or through financial difficulties the employer is unable at any time to find employment and training for an apprentice and if a transfer to another employer cannot be arranged, the obligations and duties imposed by the indenture may with the concurrence of the apprentice and his guardian be suspended for a period agreed upon or if no such agreement is arrived at may be cancelled by the employer. The onus of proof of circumstances justifying such cancellation shall be on the employer.

If there occurs a breakdown of power necessitating the standing down of adult employees apprentices may also be stood down over the same period.

Technical Training.

(d) (i) On an apprentice producing a certificate from the Technical College stating that he has a record of 70 per cent. of attendance at the Technical College, his employer shall refund to him his Technical College class fees.

(ii) Every apprentice who obtains, and produces to his employer, a certificate (or statement in lieu of same) of competency issued for any year of his technical education by the Technical College shall be entitled to 2s. 6d. per week in addition to the rates of wages prescribed for the ensuing twelve months. Every apprentice who produces to his employer a series of such certificates relating to each of the three years of his technical education shall be entitled to 5s. per week, in addition to the prescribed rates of wages for the remainder of his term of apprenticeship.

CONTRACT OF EMPLOYMENT.

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

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

(ii) *Terminating Employment* :—

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

(b) An employer shall not terminate the employment of a weekly employee for the purpose of evading payment for the holidays prescribed by this Determination.

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

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

LIMITATION OF EMPLOYMENT.

8. (a) Except as hereinafter provided no weekly employee shall work for more than one employer during any week, nor shall any employee make or assist in the production of goods for sale on his own account.

(b) Employers may, by mutual arrangement between the employers and employees concerned provide for temporary transfer of employees during the ordinary working hours of the week but, except for this provision, no employer shall employ any person at any time who is already engaged by another employer.

(c) The provisions of this clause shall not affect the right of any employee to transfer from one employer to another after properly terminating his engagement in accordance with the terms of clause 7 hereof.

CASUAL LABOUR.

9. (a) Casual labour at hourly rates may be engaged provided the rates are 10 per centum higher than those prescribed for weekly hands.

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

DEFINITIONS.

10. (a) "A journeyman" is a person other than an apprentice who :—

(i) has served the time prescribed by this Determination as an apprentice; or

(ii) not being an apprentice, has attained the age of 21 years; or

(iii) at any time within three calendar months prior to this Determination coming into operation was in receipt of at least the minimum weekly wage prescribed for the class of work on which such person is engaged whether on time or piece-work.

(b) "A journeywoman" is a person other than an apprentice who :—

(i) has served the time prescribed by this Determination as an apprentice; or

(ii) not being an apprentice, has attained the age of 21 years; or

(iii) at any time within three calendar months prior to this Determination coming into operation was in receipt of at least the minimum weekly wage prescribed for the class of work on which such person is engaged whether on time or piece-work.

(c) "An apprentice" is a person who is bound by indentures of apprenticeship.

(d) Subject to sub-clauses (a) and (b) hereof "an improver" is a person under the age of 21 years who is not an indentured apprentice or journeyman or journeywoman.

HOURS OF WORK.

11. (a) The ordinary hours of employment per week shall be 40 to be worked in five days of 8 hours per day.

(b) The hours of employment may be worked at any time between 7 a.m. and 5 p.m. on Monday to Friday inclusive.

SHIFT WORK.

12. Shift work may be worked, and where such shift work is worked the following conditions shall apply :—
- (a) Any afternoon or night shift which does not continue for five successive shifts shall be paid for at the rate of time and a half.
 - (b) Except as hereinafter provided, for any afternoon or night shift which has been in operation for five successive shifts or more and less than one month, ten per cent. more than ordinary rates shall be paid and after such shifts have continued for more than one month, seven and one half per cent. more than ordinary rates shall be paid.
 - (c) Shift workers shall be paid overtime at the rate of time and a half for the first four hours and double time thereafter for all time worked in excess of shift hours.
 - (d) Employees who during a period of engagement work only on night shifts shall be paid at the rate of time and a quarter.
 - (e) When employees are called upon to work afternoon and night shifts only they shall change over week and week about and shall be paid ten per cent. above ordinary rates for both shifts.
 - (f) When employees work day and afternoon shifts only they shall change over week and week about and shall be paid ten per cent. extra for afternoon shifts.
 - (g) The ordinary hours of actual work or duty exclusive of meal breaks off duty (if any) of employees working on shift shall not exceed :—
 - (i) 8 in any one day ; or
 - (ii) 44 in any one week ; or
 - (iii) an average of 40 per week during any period of three weeks of such employment upon such shifts.
 - (h) Employees on shift work shall be paid at the rate of time and a quarter for all work performed between midnight on Friday and midnight on Saturday.

OVERTIME.

13. (a) Except in the case of shift work all time worked :—
- (i) before or after the usual times of beginning and ending work ;
 - (ii) in excess of 8 hours per day ;
 - (iii) in excess of 40 hours in any week ;
- shall be paid for at the rate of time and one half for the first two hours and double time thereafter : provided that all time worked between the hours of 9 p.m. and 7.30 a.m. shall be paid for at double time.
- (b) All work done outside the times of beginning and ending work on any holiday specified in clauses 20 and 21 of this Determination shall be paid for at the rate of double ordinary time.
 - (c) No person under the age of seventeen years shall be permitted to work more than four hours' overtime in any week.
 - (d) In computing overtime each day's work shall stand alone.
 - (e) All work performed on Saturday morning shall be considered as overtime and paid for at the rate of time and a half for the first four hours and double time thereafter.
 - (f) An employer may require any employee to work reasonable overtime at overtime rates and such employee shall work overtime in accordance with such requirement.

MID-DAY MEAL.

14. An interval of 45 minutes shall be allowed for the midday meal between the hours of noon and 2 p.m. but such interval may be reduced to 30 minutes if an employer and the Union mutually arrange for a 30 minutes break.

MEAL MONEY.

15. All employees required to work beyond the usual finishing time shall be allowed 2s. 6d. tea money in addition to overtime rates as prescribed for in this Determination, when the usual finishing time is exceeded by two hours.

TRAVELLING TIME ALLOWANCE AND BOARD.

16. (a) All time reasonably occupied by an employee in travelling to or from work outside the shop and outside ordinary hours and in travelling to and from work in a country district if engaged in any of the capital cities for employment in a country district shall be treated as time of duty and paid for at ordinary rates up to a maximum of eight hours for the journey, except on Sundays, when time and half rates shall be paid up to a maximum of eight hours for the journey. Provided that, where an employee proceeds direct from his or her home to a job outside the shop, he or she shall be paid for all time reasonably occupied in travelling to the job in excess of the time usually taken to go from his or her home to the shop.
- (b) All fares and reasonable travelling expenses incurred by an employee in such travelling, including the cost, if any, incurred for meals—together with the reasonable cost of board and lodging if the employee has to be away from his home for a night, shall be paid to the employee.
 - (c) The fares allowed shall be first class on coastal boats or on interstate boats where there is no second class as distinct from steamer. On trains where the employee has to travel all night in connexion with his employer's business, the fares to be allowed shall be first class. In other cases on trains the fares shall be second class.
 - (d) The foregoing travelling and accommodation allowances shall be paid additional to the usual rates for the time the employees are working.
 - (e) When it is more convenient for the employee to go direct to the job from his home he shall do so, and start and cease work at the usual times customary at the shop, provided that any extra expense incurred by him in travelling shall be borne by the employer.

REST PERIOD.

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

SEATING ACCOMMODATION.

18. (a) All chairs provided for employees shall be reasonably comfortable.
- (b) A chair provided for any female shall have a back to it, unless the work of such employee cannot conveniently be done in such a chair, or unless the employee requests to be allowed to use a seat without a back to it.

PAY DAY.

19. (a) All employees shall be paid weekly not later than Thursday.
- (b) No employer shall hold more than two days' pay in hand except under the provisions of clause 22—Loaded Rate.
 - (c) Any employee kept waiting for his pay on pay day for more than a quarter of an hour after the usual time for ceasing work shall be paid overtime rates for that quarter of an hour and as for a quarter of an hour at the least.
 - (d) Any employee dismissed during the course of a week shall have any wages due to him paid to him forthwith or posted to him within 24 hours of his dismissal.
 - (e) Should an employee leave his employment without giving a week's notice as required by this Determination any moneys, due to him after forfeiture of pay to one week's wages, shall be paid to him within one week after he leaves his employment.

HOLIDAYS.

20. The following days shall be observed as holidays for all weekly wage employees—the days observed as New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Melbourne Cup Day, Christmas Day, and Boxing Day. All work done on the said holidays shall be paid for at ordinary rates in addition to the provisions of sub-clause (b) of clause 22.

PAYMENT FOR WORK ON HOLIDAYS AND SUNDAYS.

21. (a) Any time-work employee who is employed on any holiday provided for herein shall be paid at the rate of the ordinary time in addition to the usual rate.

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

LOADED RATE TO COVER HOLIDAYS SICK LEAVE AND ANNUAL LEAVE.

22. (a) All weekly wage employees shall be granted their annual leave at Christmas time such leave shall consist of fourteen consecutive days which shall be exclusive of any of the holidays proscribed by clause 20 hereof and if any of such holidays fall within the period of annual leave and is observed on a day which would have been an ordinary working day there shall be added to the period of annual leave one working day for each such holiday falling as aforesaid.

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

Provided that skeleton staffs may be retained in the following sections of the industry and for the purposes mentioned :—

- (i) In the Glass Section for emergency replacements of glass;
- (ii) In all Sections where employers are under contract to service ships in port;
- (iii) In Retail Shops for the purpose of servicing furniture;
- (iv) In any other Section where the said representatives of the parties consider special provision necessary.

(b) Loaded rate shall provide credits from which payment for holidays annual leave and sick pay shall be made under the following conditions :—

- (i) Each weekly wage employee shall be credited by the employer with a sum equal to 4½ hours pay for each week of continuous service.
 - (ii) On or before the pay day preceding a holiday, the amount of time that the employee will work short because of the holiday, and the wage equivalent of such time shall be ascertained.
 - (iii) If on the pay day following the holiday there is standing to the credit of the employee an amount equal to or exceeding the amount of such wage equivalent the employer shall on that pay day pay to the employee an amount equal to that wage equivalent and the employee's credit shall be reduced by the amount so paid. Provided that in the case of Christmas—New Year holidays any payments due under this paragraph will be made on the day preceding such holidays.
 - (iv) If on the pay day following the holiday the amount standing to such credit is less than such wage equivalent the employer shall on that pay day pay to the employee the amount then standing to such credit and the employee's credit shall be reduced by the amount so paid. Provided that in the case of Christmas—New Year holidays any payment due under this paragraph will be made on the pay day preceding such holidays.
 - (v) In the event of an employee being absent owing to personal sickness or personal accident arising out of or in the course of his employment the employer shall on or before the pay day following the commencement of such absence ascertain the amount standing to the credit of such employee and shall if there be sufficient standing to the employee's credit to cover him for such absence not in excess of the number of ordinary working hours in a week pay to him such amount and if there be not sufficient for this purpose then the employer shall pay to the employee such amount as is standing to his credit and such credit shall be reduced by the amount paid pursuant to this sub-clause. If the credit is insufficient to cover the employee for his absence through sickness or accident as above stated the employee may at his own request be paid the difference when he has accumulated sufficient credit to cover the necessary amount.
 - (vi) On the pay day preceding the Christmas holidays the employer shall pay to the employee such amount as is then standing to the employee's credit plus credits up to the end of the fifty-second week in the year.
 - (vii) In the event of an employee being absent for any cause other than statutory holidays, annual leave, personal sickness or personal accident arising out of or in the course of his employment not in excess of the number of ordinary working hours in a week in any year the employer may reduce the amount to be credited to such employee by an amount pro rata to such absence.
- (c) Provided that on and after the 8th day of January, 1948, the loaded rate to be credited under sub-clause (b) (i) above to each weekly wage employee shall be 4 hours pay for each week of continuous service and shall be continued each year from the beginning of the second week in each year until the end of the fifty-first week in each year.

BOILING WATER.

23. Employers shall make available an adequate and proper supply of boiling water at rest periods and at meal hours.

FIRST-AID OUTFIT.

24. Every factory, shop, or work-shop or place in which power-driven machinery is used shall have a first-aid chest upon the premises, which chest shall contain the following equipment :—

Antiseptic solution 1 bottle; Bandages, cotton and gauze 1 dozen assorted sizes; Castor oil 2 ozs; Iodine, tincture of 2 ozs; Manual, first-aid 1; Petrolatum carbolized 1 jar; Picric acid solution made according to the following recipe or prescription :—1½ teaspoonful of powdered picric acid, 3 ozs of absolute alcohol, and 2 pints of distilled water; 1 pint; Pins, safety 1 packet; sal volatile 6 ozs; Scissors 1 pair; Touriquet 1; Tweezers 1 pair; Gauze, sterilized plain, Cotton absorbent, Lint absorbent, Plaster, adhesive, an adequate assortment.

TIME AND WAGES BOOK OR RECORD.

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

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

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

MIXED FUNCTIONS.

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

RIGHT OF ENTRY OF UNION OFFICIAL.

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

- (a) That he produces his authority to the gatekeeper or such other person as may be appointed by the employer.
- (b) That he interviews employees only at the places where they are taking their meal.
- (c) That not more than one representative in all be in any workshop at any one time.
- (d) That no one representative visit a workshop more than once in each week.
- (e) That if any employer alleges that a representative is unduly interfering with his workshop or is creating disaffection amongst his employees or is offensive in his methods or in committing a breach of any of the previous conditions such employer may refuse the right of entry but the representative shall have the right to bring such refusal before the Wages Board.

SHOP STEWARDS.

28. In cases where shop stewards have been appointed and recognized by the employers the practice shall continue until the Wages Board otherwise orders. In all other cases where such appointment is approved of by the employer or his representative and the Federated Furnishing Trade Society of Australasia appoints one of the employees for any particular shop or department he shall be allowed the necessary time to interview the employer or his representative at the shop in working hours on any matter affecting employees working in his shop or department.

UNION DELEGATES.

29. Where the appointment of a shop steward is not approved of or recognized by the employer a delegate chosen by and from the employees in the shop or factory concerned shall be allowed the necessary time to interview the employer or his representative at the works in working hours for the purpose of submitting grievances.

NOTICE BOARDS.

30. (a) The employer shall permit notice boards to be erected in his establishment for the purpose of posting any notices thereon in connexion with the meetings of the Federated Furnishing Trade Society of Australasia.
 (b) The notice boards shall be in a prominent position.
 (c) All notices placed on the board shall be signed by the Branch Secretary of the Federated Furnishing Trade Society of Australasia.

DETERMINATION TO BE POSTED.

31. A copy of this Determination shall be posted in a prominent place in the workroom factory, store or shop.

WORK TO BE DONE IN FACTORY SHOP OR PLACE.

32. (a) All work shall be done in a factory, shop or place duly registered under State laws: but this shall not prevent an employer sending employees from his factory, shop or place to any building or ship for the purpose of repairing, completing, fitting or fixing any work covered by this Determination.
 (b) For the purposes of this Determination "factory, shop or place" means a place in which one or more persons is or are employed in which articles covered by this Determination are repaired prepared or manufactured.
 (c) No persons shall use allow or permit to be used as a sleeping place any part of a factory shop or place.

PIECE-WORK.

33. (a) The employer in conjunction with his employees may fix his own piece-work or task rates, provided such rates enable a journeyman or journeywoman of average capacity working under like conditions to earn at least 10 per centum more than the minimum weekly wage in their respective classes. The same piece-work rates shall be paid to all piece-workers doing the same operation in the factory or workshop whether they be apprentices or improvers on piece-work or otherwise.
 (b) All piece-workers who are available and ready and willing to work during the ordinary working hours shall be paid in each week:—In the case of males, not less than the base rate; and in the case of females, not less than 75 per centum of the base rate.
 (c) In the event of a dispute with reference to piece-work rates the matter shall be referred to the Wages Board.

CONTRACT WORK.

34. An employee working on weekly engagement shall not perform work (except under the prescribed conditions for piece-work in clause 33) by contracting, sub-contracting, sub-letting or other similar systems.

PERIODICAL ADJUSTMENT OF WAGES.

35. The wages rates set out in clause 2 are based upon the following basic wage for adult males and, pursuant to the provisions of Section 21 of the *Factories and Shops Act 1934*, shall be automatically adjusted as prescribed by clause 36.

Place.	Needs Basic Wage for Adult Males (Adjustable).	Loading (constant).	Total Basic Wage for Adult Males	Index Number Set Assigned.
	£ s. d.	£ s. d.	£ s. d.	
Within 20 miles of G.P.O., Melbourne— Males	5 14 0	0 6 0	6 0 0	Melbourne
Within 10 miles of G.P.O., Geelong—same as the contemporaneous basic wage and minimum wage for Melbourne.				
Warrnambool—same as the contemporaneous basic wage and minimum wage for Melbourne.				
Mildura and Gippsland Districts—same as the contemporaneous basic wage and minimum wage for Melbourne.				
Yallourn—until further order the same amount in excess of Melbourne as at present, viz., 6s. 6d. per week.				
Elsewhere—3s. less than the contemporaneous basic wage and minimum wage for Melbourne.				

ADJUSTMENT OF BASIC WAGE.

36. (a) For the purposes of this Determination, the expression "Commonwealth Statistician's 'all items' retail price index numbers" or any like expression means the numbers stated to be such index numbers in any document purporting, and not proved to be wrongly so purporting, to be printed by the Commonwealth Government Printer or to be signed by or on behalf of the Commonwealth Statistician.

(b) Until the beginning of the first pay period to commence in February, 1949, the amounts of the Basic Wage shall be as prescribed in clause 35.

(c) During each future successive period beginning with the first pay period to commence in a February, a May, an August, or a November, the amount of the 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 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 clause 35.

(e) The rates for piece-workers shall be increased or decreased in the same proportion as the rate for the journeymen or journeywomen in the respective classes.

MARGINS.

37. In addition to the basic wage prescribed in clause 35 and the minimum wage for females prescribed in clause 36, the following additional margins (including war loadings) shall be paid :—

Classification.	Margin.
SAFETY GLASS SECTION.	
	£ s. d.
<i>Males.</i>	
Cutter	2 7 6
Beveller	2 7 6
Employee in charge of laminating room	2 7 6
Autoclave attendant	2 0 0
Furnace operator	2 0 0
Edge workers excluding those employed on automatic or semi-automatic machines	2 0 0
Edge workers employed on automatic or semi-automatic machines	1 10 0
Edge sealer	1 10 0
Employee packing, unpacking or issuing glass	1 10 0
<i>Females.</i>	
Females engaged on scratch polishing machines	0 12 0
Females engaged on inspecting and testing	0 8 0
All other work	0 4 0
OTHER GLASS SECTION.	
Painter or Designer on glass	2 14 6
Pencil hand embosser	2 7 6
Tradesman, i.e., an employee who has completed indenture of apprenticeship or an adult employee who has been trained for not less than four years as a beveller, silverer, glazier, glass cutter, glass bender, glass blocker, scratch polisher, sand blaster	2 7 6
Tradesman's assistant, i.e., an adult employee other than a tradesman who assists a tradesman, but does not do tradesman's work or is employed in checking, recording, packing or unpacking glass	1 10 0
Rubber out embosser	1 10 0
Cementer	1 10 0
Employee turning one lead from mill for leaded light glazier	1-10 0
Assistant to a silverer employed lifting and/or painting and/or cleaning silvered glass	0 18 0

Provided that all other adult females in any group employed on work for which a male margin of 40s. or over is prescribed shall receive a margin equal to 50 per centum, of the male margin, but if the male margin is less than 40s. they shall receive a margin equal to 25 per centum of the male margin. Where there is no male margin prescribed for their work they shall be paid a margin of 4s. per week.

The wages of apprentices and improvers shall be the undermentioned percentages of the Needs Basic Wage and in addition thereto the loadings specified calculated to the nearest sixpence, threepence or less than threepence to be disregarded.

	Percentage of Needs Basic Wage.	Loading.
		s. d.
<i>Male Apprentices</i>		
Five-year Term—		
1st year's experience	25	1 0
2nd year's experience	35	1 0
3rd year's experience	50	1 6
4th year's experience	75	2 6
5th year's experience	95	3 0
Four-year Term—		
1st year's experience	30	1 0
2nd year's experience	50	1 6
3rd year's experience	75	2 6
4th year's experience	95	3 0
<i>Male Improvers.</i>		
Under 16 years of age	22½	0 6
16 and under 17 years of age	25	1 0
17 and under 18 years of age	35	1 0
18 and under 19 years of age	50	1 6
19 and under 20 years of age	75	2 6
20 and under 21 years of age	95	3 0
<i>Female Apprentices.</i>		
1st year's experience	35	1 0
2nd year's experience	50	1 6
3rd year's experience	66	2 6
4th year's experience	75	3 0
<i>Female Improvers.</i>		
16 years and under	25	1 0
17 years	35	1 0
18 years	50	1 6
19 years	66	2 6
20 years	75	3 0

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

J. V. WILLOX, Secretary.

Melbourne 23rd November, 1948.



VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 59]

TUESDAY, FEBRUARY 1.

[1949

Factories and Shops Acts.

DETERMINATION OF THE FUR TRADE BOARD.

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

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which was appointed to determine the lowest prices or rates which may be paid for wholly or partly preparing or manufacturing from furred or haired skins, articles such as coats, jackets, capes, scarfs, collars, cuffs, neckwear, muffs, rugs or mats, has made the following Determination, namely:—

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

(a) APPRENTICES AND IMPROVERS.

2.

RATES PER WEEK OF 40 HOURS.

Experience.	Males.		Females.		Females commencing at the Trade between the Ages of 18 and 21 Years.
	£	s. d.	£	s. d.	£ s. d.
1st six months	1	6 0	1	10 0	3 2 0
2nd six months	1	11 0	2	4 0	3 9 0
3rd six months	1	16 6	2	8 6	3 18 0
4th six months	2	1 0	2	15 0	4 7 0
5th six months	2	14 6	3	2 0	..
6th six months	3	4 0	3	9 0	..
7th six months	4	10 0	3	18 0	..
8th six months	5	5 0	4	7 0	..
9th six months	5	18 0
0th six months	6	2 6

and thereafter the minimum wage or piecework price.

(b) PROPORTION (IN ANY FACTORY OR PLACE).

Males.

One apprentice or improver to every two or fraction of two journeymen.

Females.

Three female apprentices or improvers to every journeywoman.

All apprentices shall be indentured in accordance with the prescribed form of indenture, provided that a minor may serve an employer as a probationer for a period not exceeding three months. During the said three months he or she shall be paid at least the minimum rates prescribed by this Determination for the first six months of apprenticeship. If the probationer becomes indentured, his or her indentures shall be taken to have commenced from the commencement of the period of probation.

In the event of the employer to whom an apprentice is bound ceasing to carry on business, such apprentice may be bound to another employer for the remainder of the term to be served; provided that if such apprentice be over the age of eighteen years at the time of the original employer ceasing to carry on business, such person may complete the time to be served as an improver.

3. OTHER PERSONS (EXCEPT APPRENTICES AND IMPROVERS).

		Wages Per Week.
JOURNEYMEN.		£ s. d.
(a) Cutters	8 16 0
(b) Nailers or blockers	7 9 0
(c) All others	6 6 0
JOURNEYWOMEN.		
(d) Machinists	5 7 0
(e) Finishers	5 7 0
(f) Table hands	5 7 0
(g) All others	4 14 6

NOTE.—Industry loadings of 5s. in classifications (a) to (c) inclusive and 3s. 9d. in classifications (d) to (g) inclusive are included in the above rates and shall not be deemed to be portion of the wage for the purpose of computing piecework rates or task work or overtime, holiday or other penalty rates.

4. DEFINITIONS AND CLASSIFICATION OF EMPLOYEES.

A journeyman is a male person other than an apprentice or improver (i) Who has served the term of experience prescribed by this Determination; or
 A journeywoman is a female person other than an apprentice or improver (ii) Who has attained the age of 21 years; or
 (iii) Who is in receipt of at least the minimum weekly wage prescribed for the class of work on which such person is engaged, whether on weekly wages or piecework.

An outdoor worker is any male or female who is engaged as an outdoor worker in accordance with the provisions of clause 15 hereof.

5. HOURS OF EMPLOYMENT.

Forty hours shall constitute a week's work within the following hours:—Time of beginning, 8 a.m.; time of ending, 6 p.m.—on five days of the week. Time of beginning, 8 a.m.; time of ending, 1 p.m.—on the other day of the week on which the half-holiday is usually observed. Provided further that if the majority of the employees desire to start at 7.30 a.m., the work may begin at 7.30 a.m.

6. OVERTIME.

- (a) Any employee who, in any day, has performed any work outside the working hours ordinarily observed in the factory or workshop in which he or she is employed, shall be paid overtime as follows:—
 - (1) Weekly workers shall be paid at the rate of time and one-half, and shall also be paid 2s. 6d. meal money when such overtime exceeds 60 minutes on week days or on Saturdays in those factories or workshops where a five and a half day week is worked.
 - In those factories or workshops where a five-day week is worked, all work done on Saturdays shall be paid for at the rate of time and a half, and 2s. 6d. meal money shall be paid when such overtime is worked after noon.
 - (2) Pieceworkers shall be paid (in addition to the ordinary piecework prices) for work done in the excess time such sum per hour as is equivalent to the weekly wage divided by 80, and shall also be paid 2s. 6d. meal money when such overtime exceeds 60 minutes on week days or on Saturdays in those factories or workshops where a five and a half-day week is worked.
 - In those factories or workshops where a five-day week is worked, for all work done on Saturdays pieceworkers shall be paid (in addition to the ordinary piecework prices for work done) such sum per hour as is equivalent to the weekly wage divided by 80, and 2s. 6d. meal money shall be paid when such overtime is worked after noon.
- (b) No employee shall be employed overtime outside the hours fixed, except with his or her consent.
- (c) No employee shall be dismissed, or in any way whatsoever be prejudiced in his or her employment, by reason of his or her refusal to work overtime outside the hours fixed.
- (d) No employee under the age of sixteen years shall be employed overtime.
- (e) An employer may require any employee to work reasonable overtime at overtime rates and such employee shall work overtime in accordance with such requirement.

7. MIDDAY MEAL.

- (a) An interval of not less than three-quarters of an hour shall be allowed for the midday meal unless a majority of the employees in any place desire it to be otherwise. In no circumstances shall less than thirty minutes be fixed.
- (b) No work shall be performed during such meal time.

8. TASK SYSTEM.

No employer shall make a bonus or merit payment which fluctuates from period to period according to the amount of work performed by the employee concerned, and which is based upon a secret or task rate for measuring the output of such employee. No increase in wages granted to any employee, after the date of operation of this Determination, above the rates herein prescribed shall be deemed to be in contravention of this clause if the same be paid for a period of three months, or for the term of employment, whichever period is the shorter; provided, however, that such increased wages may, at the discretion of the employer, be adjusted according to the wages rates prescribed from time to time by this Determination.

In all factories and workshops where a minimum task is set for a minimum wage the following shall be observed:—

- (a) The task rate in respect of all garments or parts of garments or other articles or parts of articles shall be determined in the manner following:—
 - (i) Where there are fewer than twenty employees involved in the work to be performed, the employer or his representative, in conference with one employee chosen by and from such employees, shall fix the rates.
 - (ii) Where there are twenty or more employees involved in the work to be performed, the employer or his representative, in conference with two employees so chosen, shall fix the rates.
- (b) The task rates shall be fixed so as to enable the average worker to earn the minimum wage prescribed by this Determination for the class of work to be performed; and any number of garments or parts of garments or other articles or parts of articles made in excess of the minimum weekly task fixed by the task rates for the minimum weekly wage shall be paid for at *pro rata*, plus 10 per cent.
- (c) When any employee is employed for less than a week on the task rates, then the task of the said employee shall be fixed at per day at the weekly rate prescribed.
- (d) Any excess number of garments or parts of garments or other articles or parts of articles made in any day by the employee shall be subject to the same *pro rata* payment as would apply if the employee were engaged for the whole week.

- (e) A copy of all task rate schedules shall, within 24 hours of their being fixed, be displayed by the employer in a conspicuous place in each and every room of the workshop or factory where such tasks respectively are being performed.
- (f) A combination or team shall mean two or more persons working together on the same class of work, employed on weekly wages where a task has been imposed. Where employees work in a combination or team, the additional amount of wages shall be distributed amongst the employees on a percentage basis, according to the amount of their ordinary weekly wages.

9.

HOLIDAYS.

(a) All weekly wage employees, whether in a city or elsewhere, shall be granted the following holidays without deduction of pay :—The days observed as New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day, and Boxing Day.

(b) All employees working on piecework or task work shall be granted the same holidays as are granted to weekly wage workers, and, subject as hereinafter provided, they shall be paid for such holidays the amount for each holiday based on the minimum weekly wage prescribed by this Determination for the class of work performed.

(c) If Christmas Day, Boxing Day, or New Year's Day should fall on a Saturday or Sunday, and is not observed on any other day then an employee shall, notwithstanding that it is a non-working day, be paid for each such day on the following basis :—

- (i) If a weekly wage employee, an amount equivalent to one-fifth of the ordinary weekly wage paid to such employee;
- (ii) If a piece or task worker, one fifth of the minimum weekly wage as set out in this Determination for the class of work performed.

Provided that an employee whose ordinary week includes Saturday and who in accordance with the provisions of clause 10 sub-clause 3 (a) of this Determination has added to his or her annual leave an additional day or days shall not be entitled to receive the extra payment prescribed by placita (i) and/or (ii) of this sub-clause.

(d) All other weekly employees, whether in a city or elsewhere, shall be paid for the above holidays an amount for each holiday based on the actual weekly wage paid to them by the employer.

(e) 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.

(f) Any weekly employee who is employed on a Sunday or any holiday provided for herein shall be paid for that day at the rate of time and a half in addition to his or her weekly wage.

(g) Any pieceworker employed on a Sunday or any holiday prescribed by this Determination shall be paid, in addition to the prescribed piecework prices, at the rate of time and a half calculated on the minimum wage prescribed for the class of work performed.

10.

ANNUAL LEAVE.

(1) Except as hereinafter provided a period of fourteen consecutive days leave with payment of ordinary pay for two weeks shall be allowed annually by each employer to each of his employees after a period of twelve months continuous service with him by the employee concerned.

(2) Such period of annual leave shall not include any public holiday granted by the said Determination, observed on a working day, but include all other non-working days within the period of annual leave of the employee concerned.

(3) (a) If any public holiday granted by the said Determination 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 his period of annual leave one day, being an ordinary working day on ordinary pay for each such holiday observed as aforesaid.

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

(4) Continuity of service shall not be broken nor be deemed to be broken by :—

(a) any interruption or termination of the employment of an employee by his employer, if such interruption or termination has been made with the intention of avoiding any obligation under the Determination in respect of annual leave, and proof that it has not been made with such intention shall be on the employer;

(b) any absence from work less than fourteen days in the twelve months on account of sickness or accident, proof whereof shall be on the employee;

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

(d) any absence to reasonable cause proof whereof shall be on the employee;

(e) the standing off of an employee or the working of shortened hours by an employee pursuant to clause 14 of the Determination, or the non-attendance for work by an employee after receipt of notice by him under sub-clause (d) of such clause that his services will not be required on the following day or days;

(f) any absence from work of more than fourteen days in the twelve months on account of sickness or accident proof whereof shall be on the employee.

(g) absence from work due to sickness or accident as prescribed in (b) and (f) of this sub-clause shall be subject to the provisions set out in sub-clause (10) hereof.

(5) In calculating a period of twelve months continuous service :—

(a) any annual leave taken therein;

(b) any absence of the kind mentioned in (a), (b) and (e) of sub-clause (4) above;

(c) any absence on account of leave granted imposed or agreed to by the employer shall be counted as part of such period;

(d) in respect of absences of the kind mentioned in placita (c) (other than absences on account of leave imposed by the employer) (d) and (f) of sub-clause 4 above the employee shall serve such additional period as part of his qualification for annual leave as will equal the period of such absences.

(6) Notwithstanding any of the other provisions of this clause, proportionate payment for annual leave shall be made by an employer in respect of each completed month of continuous service when the employee so serving leaves his employment or his employment is terminated by the employer before the completion of any twelve-monthly qualifying period under this clause. Such payment shall be made forthwith on such employee so leaving or on his employment being so terminated as the case may be.

(7) Notwithstanding any of the other provisions of this clause, annual leave shall be allowed and shall be taken and payment shall not be made or accepted in lieu thereof.

(8) (a) Such annual leave shall be given by the employer and taken by the employee before the expiration of a period of six weeks after the date upon which the right to such annual leave accrues unless otherwise agreed to by the employer and employee concerned.

(b) An employee who has not completed his qualifying period of twelve months by the day on which the customary Christmas holiday period commences in the case of his employer in the year concerned, shall (unless the exigencies of the business otherwise require) be granted such proportionate leave and pay as his service prior thereto entitles him, and thereafter his qualifying period shall in cases not covered by sub-clause (9) hereof start afresh as from the commencement of such proportionate leave.

(c) The employer shall give the employee at least thirty days notice of the date from which such annual leave shall be taken.

(d) Each employee shall be paid in advance by his employer before the commencement of the employee's annual leave his ordinary pay for the said period of annual leave.

(e) Notwithstanding any of the other provisions of this clause, in no case shall annual leave be given and taken later than the expiration of three months after the date on which such annual leave accrues.

(9) Where an employer closes down his factory or workshop or a section or sections thereof for the purpose of allowing annual leave to all or the majority of the employees in the factory or workshop or section or sections concerned the following provisions shall apply:—

- (a) He may by giving to the employees concerned not less than one month's notice of his intention so to do, stand off for the duration of the close down all employees in the factory or workshop or sections 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.
 - (b) 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.
 - (c) The next twelve-monthly qualifying period for each employee affected by such close down shall commence from the day on which the factory or workshop or section or sections concerned is closed down for the annual leave in question.
 - (d) If in the first year of his service with an employer an employee is allowed proportionate annual leave under sub-clause (8) (b) 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 (8) of this clause, subject to adjustment for any proportionate leave, which he may have been allowed as aforesaid.
 - (e) Provided always that any employee leaving his employment by reason of his non-compliance with clause 14 (a) of the Determination and who when so leaving suffers a deduction of pay under such clause shall be entitled notwithstanding such non-compliance to the benefit of sub-clause (8) of this clause.
- (10) (a) Should an employee be absent from his work on account of sickness or accident, it shall be necessary for such employee to notify his employer that such absence is due to sickness or accident. Such notification shall if required by the employer, but not otherwise be in the form of a written message which shall be sent by or on behalf of the employee within forty-eight hours after the commencement of such absence.
- (b) If an employer within seven days after the receipt by him of advice or when required of a written message sent by or on behalf of an absent employee, alleging that his absence is due to sickness or accident, fails to despatch or give to the employee written notice that he does not accept the message as satisfactory evidence of the facts alleged by or in it such message shall be deemed to be prima facie evidence that the absence of the employee was due to sickness or accident.
- (c) If an employer within seven days after the receipt by him or such a message despatches or gives to the employee written notice that he does not accept such message as satisfactory evidence of sickness or accident, but requires further evidence thereof the employee shall within a reasonable time furnish such further evidence. If the employer requires the employee to obtain a medical certificate or other proof of sickness or accident the employer shall pay or refund any fee and incidental expenses necessarily incurred or paid by the employee in complying with such requirement. The employee shall submit to medical examination at the employer's expense if so required and shall not obstruct or interfere with inquiries deemed to be necessary by the employer.
- (d) In the event of any dispute arising in regard to any of the foregoing placita (a), (b) and/or (c) of this sub-clause, such dispute may be referred for determination to the Wages Board and the said Wages Board, shall thereupon consider and determine such dispute and the employee concerned in such dispute shall, if his claim succeeds and the Wages Board so decides, but not otherwise in such case, be entitled to be paid by his employer for all time lost and for any reasonable expenses incurred consequent on his attendance before such Wages Board.
- (e) In any cases where the period of seven days referred to in placita (b) and/or (c) hereof expires after the finish of the last working day in the calendar week, or on a public holiday, such period shall be deemed to extend to noon of the next ordinary working day and in any case where illness commences after the finish of such last working day such period of forty-eight hours shall be deemed to commence at the starting hour of the next ordinary working day.

(11) (a) Any absence from work shall not be deemed to break the continuity of service of any employee unless within seven days of the commencement of such absence his employer gives or despatches to such employee notice in writing that he regards, either conditionally or unconditionally, such absence as constituting a break in the continuity of the service of such employee.

(b) In any case where an employee has been absent from his employment for any cause not mentioned in any of the placita (a), (b), (c), (d), (e) or (f) of sub-clause (4) hereof and such employee has been notified in accordance with sub-clause (11) (a) hereof, that his employer regards such absence as constituting a break in the continuity of the employee's service, such employee may apply to the said Wages Board within fourteen days of receiving such notification for a decision that it is, under all the circumstances, unduly harsh and unconscionable (proof whereof shall be on the employee) that he should suffer the loss to the full extent of such portion of a qualifying period for annual leave as he may have served up to the time of such absence. The said Wages Board shall upon receipt of any such application consider and make a decision thereon with due regard to all the circumstances of the absence and may decide that, despite the said absence, either the period of continuous service served by the employee prior thereto shall not be lost to him as portion of a qualifying period for annual leave, or that his period of annual leave should be reduced. But in the former case the decision shall be subject to a condition that he served such period of continuous service as an addition to and part of his full qualifying period as the Wages Board may determine. Such additional period of continuous service shall not be less than the time lost by the employee as a result of the absence the subject of the dispute.

For the purposes of this clause:—

"Ordinary Pay" means in the case of a time worker the ordinary remuneration he receives for the normal weekly number of hours worked by him and in the case of piece, task, or bonus worker the ordinary time rate.

"Employer" and all variations of such word includes and include respectively all persons firms and corporations covered by the said Determination irrespective of the gender used.

"Service" means service with any employer covered by the said Determination as from not earlier than the 1st day of January, 1946.

The masculine includes the feminine.

11.

SICK PAY.

(1) When an employee has been employed by an employer during a period of three months and is subsequently absent from work on account of personal sickness or accident such employer shall not deduct from the pay of such employee on account of such absence the amount which the employee would be entitled to receive if working, but shall pay such employee such amount or amounts as the employee would have been entitled to receive if working, but not exceeding in all in any one year of his employment with such employer forty hours' ordinary pay.

(2) (a) Should an employee be absent from his work on account of sickness or accident it shall be necessary for such employee to notify his employer that such absence is due to sickness or accident. Such notification shall if required by the employer be in the form of a written message which shall be sent by or on behalf of the employee within forty-eight hours of the commencement of such absence.

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

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

(d) In the event of any dispute arising in regard to any of the foregoing placita (a) and/or (b) and/or (c) of this sub-clause such dispute may be referred for determination to the appropriate Wages Board and the said Wages Board shall thereupon consider and determine such dispute and the employee concerned in such dispute shall if his claim succeeds and the Wages Board so decides, but not otherwise, in such case, be entitled to be paid by his employer for all time lost and for any reasonable expenses incurred consequent on his attendance before such Wages Board.

(e) In any case where the period of seven days referred to in placita (b) and (c) hereof expires after the finish of the last working day in the calendar week, or on a public holiday, the period shall be deemed to extend to noon of the next ordinary working day and in any case where illness commences after the finish of such last working day the said period of forty-eight hours referred to in placita (a) hereof shall be deemed to commence at the starting hour of the next ordinary working day.

(3) If an employee be not entitled to receive in any one year the whole or part of forty hours ordinary pay on account of sickness or accident the whole or part of such pay to which he is not so entitled in such year shall accumulate from year to year up to, but not exceeding three years by or in such accumulation 120 hours' ordinary pay as sick pay.

(4) In the event of the employee having received in respect of any such sickness or accident as is mentioned in sub-clause (1) hereof any payment or monetary allowance or benefit in pursuance of any Commonwealth or State legislation or regulation or order made thereunder the employer shall be entitled to deduct from the employee's pay during any period of absence in pursuance of the provisions of this clause the equivalent of any such payment or monetary allowance or benefit and shall be liable to the employee for the remainder only.

(5) Notwithstanding anything in this clause contained an employee shall not be entitled to more than forty hours' ordinary pay as sick pay in respect of any one period of twelve months.

(6) (a) Before leaving his place of employment for whatsoever cause an employee shall receive from his employer a certificate in the form set out hereunder showing the length of his service with the employer and the amount of sick leave granted, if any, during such employment:—

I hereby certify that was employed by me from to and that during

such period of employment he/she received payment for hours on account of sickness.

The inclusive dates of the last absence as above were from to

Signature.

(b) If no sick leave has been granted to an employee during his period of service with an employer the certificate herein prescribed shall indicate that fact.

(7) In the event of any dispute regarding the right of an employee to sick pay under this clause, the employee shall if so required by his employer produce the afore-mentioned certificate to such employer.

For the purposes of this clause:—

"Ordinary Pay" means in the case of a time worker the ordinary remuneration he received for the normal weekly numbers of hours worked by him and in the case of a piece, task, or bonus worker the ordinary time rate.

"Employer" and all variations of such word includes and include respectively all persons firms and corporations covered by the said Determination irrespective of the gender used.

"Service" means service with any employer covered by the said Determination as from not earlier than the 1st day of January, 1946.

The masculine includes the feminine.

12.

DINING ACCOMMODATION.

(a) If any employer of more than five employees in any factory or workshop fails to provide the accommodation and facilities in this clause set out he shall (subject to the following proviso) during the period of such failure pay to each and every such employee an additional amount equivalent at 2½ per centum of the amount of wages prescribed for such employee by this Determination to compensate such employees for the absence of such accommodation and facilities, provided that any employer who has failed for good cause to provide such accommodation and facilities may be exempted:—

(i) by the Union, or if the Union refused or neglected on application to it by the employer to issue a certificate of exemption;

(ii) by the Wages Board

from the requirement that he shall pay during the period of such failure such additional amount.

(b) Every such employer shall set aside a separate room or portion of the factory or workshop as a dining room wherein the employer shall provide adequate table and seating accommodation.

(c) Hot water shall be provided free of charge to be available to employees immediately meal time or rest period commences.

(d) The employer shall provide the necessary labor to keep such room clean.

13.

DISPUTES.

Any disputes as to the rights of employees or the duties or obligations of an employer under this Determination shall be dealt with by the Wages Board.

14.

TERMS OF ENGAGEMENT.

(a) The week shall terminate on a day other than Monday or Saturday, and all employees shall be paid all moneys due to them in full during the ordinary working hours not later than two working days following the termination of the week. In order to terminate employment of a weekly employee, two days' notice shall be given on any day, with payment to date of termination, or in lieu thereof two days' pay shall be paid or deducted. When employment is terminated by an employer, the employer, upon the date of such termination, shall pay to the employee (weekly employee or pieceworker) all moneys due to him or her, and, when employment is terminated by an employee in accordance with the terms of this Determination, the employer shall pay to the employee (weekly employee or pieceworker) all moneys due to him or her.

(b) All weekly wages shall be paid to the employees in full, with the following exceptions:—

(1) *Turns to be Observed.*—In slack times the employer shall observe turns of employment for weekly workers and pieceworkers (including outside workers) not engaged on making samples in the respective class or classes of work at which they are engaged, provided always that journeymen and journeymen having apprentices under their control shall be allowed in their turn extra work equivalent to the wages of the apprentice during the time the turn system is in operation. The employer shall keep in the workroom a true record of every turn, which shall be open to the inspection of the employees.

(2) *Standing Off Employees in Turn.*—Should any employer during slackness of trade desire to stand off his employees in turn, then the employer on any day during any week shall inform every person whom it is proposed to stand off of any day or days in the following week (other than a Saturday or holiday) upon which his or her services will not be required; but an employee shall not, except under the conditions provided in sub-clause (3) of this clause, be stood off for part of a day without being paid for a whole day.

- (3) *Employees Working Shortened Hours.*—If it is desired to work a week of shorter hours in slack times, instead of standing the employees off in turn, the employer may make an arrangement to work his employees for shortened hours, but such arrangement shall be made only where, on the vote of the employees being taken, a majority of the whole of the employees votes in favour of such arrangement.

Where such an arrangement is made, the employees shall be informed on the day ending each week of the shortened hours to be worked in the following week.

Where an arrangement is made in compliance with this provision the employer shall pay each employee for the actual hours worked on each day on the basis of his or her weekly wage.

- (4) *Vacation Periods.*—Nothing contained in this sub-clause shall apply in the case of the usual vacation period at Christmas or Easter.

(c) *Classes of Employees.*—For the purpose of this clause (but subject to the provisions of sub-clause (b) hereof), in operating the turn system the various classes of employees shall be taken separately, and "classes of employees" shall mean each class of employee in respect of which a classification of work has been provided under this Determination, but in all cases, male improvers and journeymen, or female improvers and journeywomen doing the same class of work, shall be deemed to be one class of employee.

(d) *Stoppage of Work re Breakdown of Machinery.*—In the event of the work of a factory or workshop being stopped by a breakdown of machinery or a stoppage of supply of power, or for any cause for which the employer cannot reasonably be held responsible, all weekly hands who present themselves for work shall be found work for that day, or paid one day's wages in lieu thereof, but when such breakdown or stoppage occurs the employer may give notice to an employee that his or her services will not be required on the following day or days, and the employee shall not be entitled to any further payment in respect of any further days on which he or she is out of employment by reason of such breakdown or stoppage.

- (e) *Terminating Employment in Relation to a Holiday.*—

(i) Where the employer terminates the employment of an employee within fourteen days of a day on which a holiday occurs and such employee is re-employed within a period of one month after such holiday the employee shall be paid for such holiday or holidays prescribed by this Determination provided that such employee has been employed by the employer for a period of at least one week prior to the termination of the employment.

(ii) Should the employment of an employee be terminated, or should an employee be stood off within fourteen days prior to any holiday or to the commencement of any group of holidays prescribed in this Determination, such employee shall be paid for such holiday or group of holidays provided that such employee has been employed by the employer for a period of at least one week prior to the termination of the employment.

(iii) When any two or more of the holidays prescribed in this Determination occur within two weeks of one another, such holidays shall for the purposes of sub-clause (ii) hereof be deemed to be a group of holidays.

(iv) Where the employer terminates the employment of an employee more than fourteen days, but not exceeding one month prior to a day on which a holiday occurs, and such employee is re-engaged within a period of one month or normal business is resumed within such period of one month after such holiday the employee shall be paid for such holiday or holidays prescribed by this Determination, provided that such employee has been employed by the employer for a period of at least one week prior to the termination of employment.

An employer shall be deemed to comply with the requirements of this sub-clause if on terminating the employment of any employee he gives that employee annual holidays or payment in lieu thereof in accordance with clause 10 hereof.

(f) *Employees Absenting Themselves.*—No employee shall, without just cause, be absent from his or her place of employment during the prescribed hours whilst there is work ready to be done by such employee, and where weekly wages are fixed the employee to be entitled to the sums so fixed must be available and ready and willing to do the work on the days and during the hours fixed by this Determination.

14.

PART-TIME EMPLOYEES.

Females may be employed as part-time employees in any branch of the clothing industry covered by this Determination upon and subject to the following terms and conditions:—

(a) They shall be journeywomen within the meaning of this Determination.

(b) They shall be employed for not less than twenty hours in any week.

(c) They shall not be employed both on time work and piece work or both on time work and task work in any week.

(d) If time workers, they shall be paid for each hour worked at the rate at least of 1/40th of the minimum weekly wage prescribed by this Determination for the class of work performed by them and if piece or task workers they shall be paid at the appropriate piece work rate or task rate payable under this Determination, but in no case shall any of such employees be paid less than so much of the minimum weekly wage prescribed by this Determination as is proportionate to the time worked by them.

The payment or deduction of payment in lieu of notice of termination of employment shall be 2/5ths of the pay of the preceding week of the employee concerned.

(f) No employee employed or working as a full-time employee in any branch of the clothing industry on or after the first day of May, 1944, shall be employed or work as a part-time employee unless a permit in writing is obtained from the Secretary for Labour permitting such employee to be employed or to work as a part-time worker.

(g) The provisions of this Determination as regards annual leave and holidays shall apply to such part-time employees but they shall be paid in respect of the period of such annual leave and in respect of holidays only at the rate actually being received by them at such time.

(h) Save as aforesaid all the provisions of this Determination shall apply to such part-time employees.

15.

OUTSIDE WORKERS.

(a) Any employer may cause any work covered by this Determination to be done for him by any person (hereinafter called an "outside worker") who shall be the holder of a current outside worker's licence issued to him by the Secretary for Labour authorizing him to work as an outside worker for such employer.

(b) Every such licence shall authorize the holder to work as an outside worker for one and only one employer named therein, and shall be current for a period specified therein not being more than six calendar months from the date of issue thereof.

(c) No such licence shall be issued unless the Secretary for Labour is satisfied that the applicant—

(i) is in necessitous circumstances;

(ii) cannot for some sufficient reason seek employment in a factory or workshop;

(iii) is a person legally entitled to the benefits of this Determination and to recover the rates of pay herein provided, and

(iv) will not as a result of the issue thereof be the holder of current outside workers' licences relating to more than one employer.

(d) The Secretary for Labour may at any time in his discretion cancel such licence—

(i) at the request of the holder;

(ii) if he is satisfied that any of the conditions mentioned in the last preceding sub-clause is no longer complied with; or

(iii) if he is satisfied that the holder has broken any of the conditions of such licence set forth in sub-clause (c) hereof.

- (e) The conditions of any such licence shall be that the outside worker during the currency of such licence—
- (i) shall not do any work covered by this Determination in any workshop or factory or in the company of other persons then also doing any such work, except of persons holding current outside workers' licences and bearing to such outside worker the relation of parent, child, brother, sister, husband or wife;
 - (ii) shall be a person legally entitled to the benefits of this Determination and to recover the rates of pay herein provided;
 - (iii) shall not employ any labour whatsoever in connexion with the work entrusted to him;
 - (iv) shall not permit any portion of the work entrusted to him to be done by any other person;
 - (v) shall not suffer from any communicable disease or do any work in any place whereat any person is suffering from any communicable disease;
 - (vi) shall keep in a bound book a correct and complete record in ink of the hours worked by him each day on any such work; and
 - (vii) shall not work on any work covered by this Determination more than 40 hours in any one week.
- (f) An employer by whom work is given to an outside worker shall—
- (i) not cause or permit him to do any part of such work in any workshop or factory;
 - (ii) pay him the piecework prices prescribed by this Determination;
 - (iii) pay him for each public holiday prescribed by this Determination occurring during the period he is doing such work for such employer one-fifth of the weekly wage prescribed by this Determination for employees doing similar work;
 - (iv) record in a bound record book in which each page is consecutively numbered—
 - (1) the name and full address of the outside worker;
 - (2) the description, and number of articles or garments given to the outside worker; and
 - (3) the price paid or agreed to be paid for such work; and
 - (v) obtain the signature of the outside worker to each entry in such book;
 - (vi) shall pay him for annual leave in accordance with the provisions of clause 10 hereof.
- (g) Any such record book so kept shall be open for inspection during business hours by (i) any person or persons authorized by the Secretary for Labour and (ii) any officer or officers of the Amalgamated Clothing and Allied Trades Union of Australia, provided that no more than two of such persons or two of such officers shall inspect such book at any one time.
- (h) No employer shall have more than one outside worker plus such number of outside workers as bears to the number of workers directly employed by him in his usual workshop or factory a ratio not exceeding one to ten.
- (i) Outside workers shall be provided free of charge with cotton, silk, thread and all other sewings and trimmings used in the manufacture of articles or garments.
- (j) In the case of an employer delivering and/or collecting the work of any outside worker the same shall be done without charge to such outside worker.

16.

MISCELLANEOUS PROVISIONS.

- (a) *Record of Time Worked and Wages Paid.*—(1) The employer shall provide in each factory, workshop, or place where there are fewer than 30 employees, and where work is carried on for him, a time and wages book. Such time and wages book—
- (i) shall be in the English language and shall contain a correct account of the hours worked each day, and the wage received each week, by each employee;
 - (ii) shall be kept correctly entered up in ink; and
 - (iii) shall record clearly the actual date of each day, of each week, and also the date of the day on which the week ends.
- (2) The employer shall provide in each factory, workshop, or place where there are not fewer than 30 employees, and where work is carried on for him, a time book, or sheet, or record. Such time book, or sheet, or record shall be in the English language and shall contain a correct account of the hours worked each day and the wages received each week by each employee. Such time book, or sheet, or record shall be kept correctly and entered up in ink.
- (b) *Chairs to have Backs.*—(1) Where it is necessary for employees to sit at their work, seats shall be provided for the employees by the employer. Such seats shall be reasonably comfortable seats.
- (2) A seat provided for any female employee shall have a back to it, unless the work of such employee cannot be conveniently done in such a seat, or unless the employee requests to be allowed to use a seat without a back to it.
- (c) *Collecting Logs.*—Where piecework is in operation, the employer shall make arrangements for collecting the logs, and the employees need not leave their places.
- (d) *Rest Period.*—When any spell of duty is for more than four hours, an interval of ten minutes, to be selected by the employer, shall be allowed in the second or third hour to females and apprentices for refreshment. The interval shall be as part of the time of duty without deduction of time work pay. During such rest period, the employees may leave their seats, but not the premises.
- (e) *Authorized Person May Enter Factory.*—
- (i) Any person or persons duly authorized, in writing, by the Secretary for Labour (such authorization to be terminable at the will of the Secretary for Labour) shall have power to inspect any part of a factory, workshop, or place where it is believed that a breach of this Determination is occurring or has occurred.
 - (ii) At least six hours' notice shall be given by the authorized person or persons (not exceeding two) prior to his or their actually going on the premises, and the employer shall be notified of his or their arrival, and shall in person (accompanied by a nominee, or by his nominee, not exceeding two) be entitled to accompany the authorized person or persons, and shall provide access to the wages book, or time sheet, or records of any employee including outside workers. The work and duties of the employees shall be interfered with as little as possible by the authorized person or persons.
 - (iii) The Secretary for Labour shall have power to dispense with the said six hours' notice on special application being made for any cause shown and supported by an affidavit setting out the facts. A certificate duly signed by the Secretary for Labour stating that such notice has been dispensed with shall be sufficient proof of such fact.
- (f) *Union Official Visiting Employer's Establishment.*—(1) The employer shall permit any official of the Victorian Branch of the Amalgamated Clothing and Allied Trades' Union of Australia (authorized in writing by the Secretary for Labour) to enter from time to time his or her factory or workshop during the midday meal time for the purpose of:—
- (i) collecting members' contributions;
 - (ii) posting Union notices and interviewing employees on Union matters relating to this industry and/or this Determination.
- (2) Such authorized person shall inform the person in charge of his arrival before entering the workshop or factory. Such official shall have reasonable ingress into the factory and access to the employees. If any official so authorized makes himself objectionable during any such visit to the employer or his manager or foreman or any employee his right to visit may be terminated by the Secretary for Labour on the application of the employer.
- (3) For the purpose of this clause the words "factory or workshop" shall include every room or place where work in respect of which a wage is prescribed by this Determination is carried out, together with the room in which the employees partake of their meals, notwithstanding that such room may be detached from or in a separate building from the main place of business of the employer.

17.

PIECEWORK.

PIECEWORK.—(a) Subject to payment of the minimum weekly wages prescribed by this Determination for employees in their respective classes and to the conditions hereinafter set out, the employer, in conjunction with the employees, may fix his own piecework prices, provided such prices enable a journeyman or journeywoman of average capacity working under like conditions to earn at least 10 per centum more than the minimum weekly wage in their respective classes. The same piecework prices shall be paid to all pieceworkers doing the same operation in the factory or workshop whether they be journeymen, journeywomen, improvers, apprentices or juveniles.

18. PERIODICAL ADJUSTMENT OF WAGES.

The wages rates set out in clause 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 the rates for adult males shall be automatically adjusted as prescribed in clause 19.

Basic Wage.

Place.	Industry Needs Basic Wage (Adjustable).	Constant Loading (Non-Adjustable).	Industry Loading (Non-Adjustable).	Special Loading (Non-Adjustable).	Total Male Minimum Rate.	Index Number Set Assigned.
Throughout the State	£ s. d. 5 14 0	£ s. d. 0 5 0	£ s. d. 0 5 0	£ s. d. 0 2 0	£ s. d. 6 6 0	Six Capital Cities. (Weighted Average).

19. ADJUSTMENT OF BASIC WAGE.

(a) For the purposes of this Determination, the expression "Commonwealth Statistician's 'all items' retail price index numbers" or any like expression means the numbers stated to be such index numbers in any document purporting, and not proved to be wrongly so purporting, to be printed by the Commonwealth Government Printer or to be signed by or on behalf of the Commonwealth Statistician.

(b) Until the beginning of the first pay period to commence in May, 1949, the amounts of the basic wage shall be as prescribed in clause 18.

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

(d) In all cases where for the same class of work the same rates have been prescribed for journeywomen or adult females as are prescribed in this Determination to be paid to journeymen or adult males, the rates for such journeywomen or adult females shall be increased or decreased in the same manner and by the same amount as the rates for journeymen or adult males.

(e) Adult females rates (other than those provided for in sub-clause (d) hereof) shall be adjusted at the same time as adjustments may be made to adult male rates as prescribed in sub-clause (c) hereof, by increasing or decreasing the said female rates by 75 per cent. of the amount by which the rate in this Determination prescribed for the lowest paid adult male worker is increased or decreased.

20. APPRENTICES OR IMPROVERS.

The minimum rates of wages to be paid to apprentices and improvers shall be as follows:—

(i) Males—

Experience.	Per Week Percentage of Needs Basic Wage (to Nearest Sixpence).
1st six months	% 23
2nd six months	27
3rd six months	32
4th six months	36
5th six months	48
6th six months	56
7th six months	79
8th six months	92
9th six months	104
10th six months	108

and thereafter at least the minimum weekly wage or piecework rate.

(ii) Females—

Experience.	Per Week Percentage of Needs Basic Wage (to Nearest Sixpence).	Per Week Special Loading.
1st six months	% 30	s. d. 5 0
2nd six months	34	5 0
3rd six months	38	5 0
4th six months	44	5 0
5th six months	50	5 0
6th six months	56	5 0
7th six months	64	5 0
8th six months	72	5 0

and thereafter at least the minimum weekly wage or piece work rate.

(iii) Female improvers who have attained the age of 18 years, but who are under the age of 21 years.

Experience.	Per Week Percentage of Needs Basic Wage (to Nearest Sixpence).	Per Week Special Loading.
1st six months	% 50	s. d. 5 0
2nd six months	56	5 0
3rd six months	64	5 0
4th six months	72	5 0

and thereafter at least the minimum weekly wage or piece work rate.

P. A. RANDES J.P., Chairman.

J. V. WILLOX, Secretary.

Melbourne, 30th November, 1948.



VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 60]

TUESDAY, FEBRUARY 1.

[1949

Factories and Shops Acts.

DETERMINATION OF THE LEATHER-GOODS 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 (other than persons subject to the Determination of any Wages Board heretofore appointed) employed in the trade of—

(a) manufacturing or repairing—

- (1) leather or fabric gloves;
- (2) ladies' evening bags;
- (3) articles made wholly or partly of leather or a substitute for leather including bags, braces, cases, cricket balls, pads or other sporting goods, garters, pocket book covers, portmanteaux, purses, trunks, wallets, travel goods, suit and attache cases;
- (4) machine belting of all descriptions;
- (5) any other kind of leather goods;

(b) covering or lining with leather or a substitute for leather spectacle cases, portable gramophones, wireless cabinets, travellers' sample cases, music cases, surgical cases, or similar goods—
has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence on or after the 10th November, 1948, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

WAGES PER WEEK.

	Within 20 Miles of G.P.O., Melbourne; 10 Miles of G.P.O., Geelong; at Warrnambool and within Mildura and Gippsland Districts.	Other Parts of Victoria.
	£ s. d.	£ s. d.
Journeymen engaged in the manufacture or repair of machine belting, gaskets and pump washers or similar articles	7 14 0	7 11 0
All other Journeymen	8 0 0	7 17 0
Journeymen engaged in the trimming of gloves, cutting out forcetts and quirks, or cutting cotton ends	5 0 6	4 18 3
Other Journeymen	5 6 0	5 3 9

NOTE:—Females working on large machines (132K, 7·5, 45K, or any similar class of machine, and Grummet) shall be paid 3s. 6d. per week extra.

FEMALES TO BE PAID MALE RATE.

3. Where a female is employed to do any of the following classes of work she shall be paid the rate which is prescribed for adult males:—

Bag and Leather Goods Trades.

Wholly or partly making gladstone bags except lining out or making doors or handles.

Wholly or partly making leather cases exceeding 12 inches in length (except music cases) and also excluding brief cases, document cases, writing cases, folio cases and vanity cases unless stiffened on the suit case principle.

Wholly or partly making bullion bags.

Wholly or partly making trunks (except lining out trunks other than leather).

- Wholly or partly making hat boxes (except lining out, making handles, varnishing and bending by hand hat boxes which have been machine scored).
- Wholly or partly making instrument cases.
- Wholly or partly making canvas except lining out.
- Hand stitching cricket, punching, or medicine balls, footballs, and similar sporting balls and/or pigskin leggings.
- Framing up or riveting by hand or machine bicycle saddles, ladies' handbags or purses.
- Machine stitching closed edges of trunks or cases and machining any article enumerated in these sub-clauses where the thread passes through heated wax.
- Wholly or partly making fibre cases and/or cases of a fibre substitute over thirteen inches in length (except lining out, making handles, varnishing and bending by hand cases which have been machine scored).
- Wholly or partly making all travel bags (other than those enumerated herein) exceeding 16 inches in length, except machining and lining out of same.
- Wholly or partly making golf bags of all descriptions, except machining, marking out, staining and trimming cottons.
- Cutting and/or clicking all classes of work by hand or machine, except in trimming of gloves and cutting out forecetts and quirks.

Machine Belting, &c., Trade.

- Cutting or clicking all classes of work, including machine belting, gaskets and pump washers or similar articles or working on machines customarily used by males.

APPRENTICES—MALES.

- 4. (a) The probationary period of trainee apprentices or apprentices shall not exceed three months.
- (b) The minimum rates of wage to be paid to apprentices or probationers shall be not less than the following:—

	Wages Per Week.	
	Within 20 Miles of G.P.O., Melbourne; 10 Miles of G.P.O., Geelong; at Warraambool and within Mildura and Gippsland Districts.	Other Parts of Victoria.
	s. d.	s. d.
Five year terms—		
First year's experience	36 0	35 0
Second year's experience	42 0	41 0
Third year's experience	60 0	58 6
Fourth year's experience	96 0	93 6
Fifth year's experience	120 0	117 0
Four year terms—		
First year's experience	36 0	35 0
Second year's experience	60 0	58 6
Third year's experience	96 0	93 6
Fourth year's experience	120 0	117 0

- (c) Experience in this clause means actual experience whether as an apprentice or otherwise, in any one or more of the operations provided as apprenticeship operations.
- (d) Except as otherwise provided minors may be engaged in the following occupations under contracts of apprenticeship or trainee apprenticeship framed in conformity with this Determination:—
 - Cutting or clicking;
 - Trunks, and/or leather bag and case maker;
 - Fibre, veneer, canvas or other case maker;
 - Machine belt maker;
 - Sporting goods maker of leather;
 - Ladies' hand bag, wallet and purse maker;
 - Leather goods maker;
 - Glove maker (other than sporting goods);
 - Leather coats, hats or caps maker;
- (e) The period of apprenticeship shall not exceed four or five years, including any period of experience in the occupation to which the minor is being apprenticed prior to entering into the indenture of apprenticeship.
- (f) An employer especially qualified to teach apprentices may, with the consent of the Wages Board, employ a greater proportion of apprentices to tradesmen than herein specified.
- (g) Until further order any contract of apprenticeship may contain the following provision:—
 - If through lack of orders or through financial difficulties the employer is unable at any time to find employment and training for an apprentice, and if a transfer to another employer cannot be arranged, the obligations and duties imposed by the indenture may with the concurrence of the apprentice and his guardian be suspended for a period agreed upon or if no such agreement is arrived at may be cancelled by the employer. The onus of proof of circumstances justifying such cancellation shall be on the employer.
- (h) Any apprentice who cannot complete his full term of apprenticeship before reaching his twenty-second birthday may by agreement with his master serve as an apprentice until he reaches the age of twenty-three years.
- (i) All wages shall be paid without deduction for specified holidays or for unavoidable absences through sickness to the number of 40 hours of working time per annum.
- (j) The apprentice at the end of the calendar period of any year in which he has actually given service to the master upon less than the ordinary working days proscribed in this Determination, or in which he has unlawfully absented himself without the master's consent shall, for every day short of the said number of working days, and for every day of such absence, serve one day, and the calendar period of the succeeding year of his service shall not be deemed to begin until the said additional day or days shall have been served.
- (k) The ordinary hours of employment of apprentices shall be the same in each workshop as those of journeymen.
- (l) An apprentice under the age of eighteen years shall not be liable to work overtime unless he so desires.
- (m) An apprentice shall not work under any system of payment by results.
- (n) An employer shall not, either directly or indirectly, or by any pretence or device receive from any person or require or permit any person to pay or give any consideration in the nature of a premium or bonus for the taking or binding of any probationer or apprentice.

JUNIOR WORKERS—MALES.

5. (a) Junior workers may be employed at the following rates of pay :—

Age.	Wages Per Week.	
	Within 20 Miles of G.F.O., Melbourne; 10 Miles of G.F.O., Geelong; at Warrnambool and within Mildura and Gippsland Districts.	Other Parts of Victoria.
Under 16 year of age	s. d. 36 0	s. d. 35 0
16 and under 17 years of age	48 0	46 9
17 and under 18 years of age	60 0	58 6
18 and under 19 years of age	72 0	70 3
19 and under 20 years of age	96 0	93 6
20 and under 21 years of age	120 0	117 0

(b) The proportion of Junior Workers and apprentices allowed shall be :—

Male Employee receiving at least Adult Male Basic Wage.	Junior Workers including Apprentices.
1	1
2 to 20	1 for every 2 such male employees
Over 20	A further 1 for every 3 such male employees over 20

In computing the proportion under this sub-clause the number of such male employees employed for the whole of the previous six months shall be taken.

Notwithstanding anything contained herein employers engaged in the manufacture of laminated belting may employ in the exclusive manufacture of such belting three male juniors to each adult employee employed in the manufacture of laminated belts.

JUNIORS WORKERS—FEMALES.

6. (a) Female junior workers may be employed at the following rates of pay :—

Age.	Wages Per Week.	
	Within 20 Miles of G.F.O., Melbourne; 10 Miles of G.F.O., Geelong; at Warrnambool and within Mildura and Gippsland Districts.	Other Parts of Victoria.
Under 16 years of age	s. d. 36 0	s. d. 35 0
16 and under 17 years of age	45 0	43 9
17 and under 18 years of age	51 0	49 9
18 and under 19 years of age	57 0	55 6
19 and under 20 years of age	63 0	61 6
20 and under 21 years of age	78 0	76 0

and thereafter the minimum wage prescribed for adult females as adjusted from time to time for the class of work which they are doing, provided, however, that a junior female, after four years' experience in the industry covered by this Determination shall be paid the full adult rate prescribed in clause 2.

(b) For the purposes of this clause "experience" shall mean any form of employment in this industry.

(c) Employers who wilfully employ juniors without taking into account previous experience shall be guilty of a breach of this Determination.

(d) The proportion of female apprentices and/or junior workers shall not exceed two to one adult female receiving the minimum wage.

CASUAL WORKER.

7. To meet emergencies, any employer may engage a casual employee for a day or more on paying extra wages calculated at the rate of 12½ per cent. higher than those prescribed for similar work.

DEFINITIONS.

8. (a) "Federation" means the Australian Leather and Allied Trades Employees' Federation.

(b) "Double-time rates" or "Rate of double time" shall mean when applicable to ordinary hours of work on a week-day, holiday or Sunday, the ordinary hour rate payable as part of the weekly wage and in addition a rate equal to such ordinary hour rate.

(c) "Casual worker" means an employee (other than a regular employee) employed and paid by the day.

(d) "Journeyman" shall mean a male employee 21 years of age or over, other than apprentices.

(e) "Journeywoman" shall mean a female employee 21 years of age or over, or one who has worked four years or more on any work in the industry, for which a rate is prescribed in clause 2 of this Determination.

(f) "Ordinary pay" means in the case of a time worker the ordinary remuneration he receives for the normal weekly number of hours worked by him and in the case of a piece task or bonus worker the ordinary time rate.

CONTRACT OF EMPLOYMENT.

9. (a) Employment shall be terminable on either side by a week's notice given at any time during the week or, if terminated without notice, by payment or forfeiture of a week's wages as the case may be.

(b) 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 wages shall be paid up to the time of dismissal only: Provided that the employer may deduct payment for any day on which an employee cannot be usefully employed because of any stoppage of work by an organization or group of employees or through any breakdown of machinery or any stoppage of work by any cause for which the employer cannot reasonably be held responsible.

PART-TIME EMPLOYMENT.

10. For a period of not more than twelve months, from the date of operation of this Determination, females may be employed as part-time employees in any branch of the industry covered by this Determination upon and subject to the following terms and conditions :—

(a) They shall be employed for not less than 20 hours in any week.

(b) They shall be paid for each hour worked during the regular hours of work at the rate of at least 1/40th of the minimum weekly wage prescribed by this Determination for the class of work performed by them.

- (c) The payment or deduction of payment in lieu of notice of termination of employment shall be two-fifths of the pay of the preceeding week of the employee concerned.
- (d) No female employee shall be employed as a part-time worker, unless a permit in writing is obtained from the Secretary or local Secretary of the Federation permitting such employee to be employed as a part-time employee. If he refuses consent, then the matter may be referred to the Wages Board.
- (e) The provisions of this Determination as regards annual leave, sick leave, and holidays shall apply to such part-time employees, but they shall be paid in respect of the period of such annual leave, sick leave, and in respect of holidays only at the wages rate actually being received by them at such time.
- (f) Save as aforesaid, all the provisions of this Determination shall apply to such part-time employees.

MIXED FUNCTIONS.

11. 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 for less than half of one day, he shall be paid the higher rate for the time so worked.

PAYMENT FOR WORK ON SUNDAYS AND HOLIDAYS.

12. (a) All work performed on Sundays and holidays shall be paid for at the rate of not less than double time.
- (b) An employee called upon to work on a Sunday or holiday shall be paid for a minimum of four hours' duty.

HOURS.

13. (a) 40 hours shall constitute a week's work.
- (b) The regular hours of work shall not be earlier than 7.30 a.m. and not later than 5.30 p.m. on five days of the week.
- (c) Not more than 8 hours (except if paid for at overtime rates) shall be worked in any one day in each week.

MEAL TIME.

14. (a) Employees shall be allowed one meal break of not less than 30 minutes, such meal break to commence not later than 1 p.m.
- (b) Meal intervals having been fixed shall not be altered except on seven days' notice to a shop steward employed in the factory, and where there is no shop steward, on notice to the secretary of the local branch of the Federation.
- (c) Any employee called upon to work during a meal hour shall be paid time and a half, and such time and a half shall continue until he or she has had a meal break.
- (d) No employee shall be allowed to work more than five hours without a break for midday meals.

REST PERIOD.

15. A rest period of ten minutes shall be given to all employees between the hours of 9.30 a.m. and 11.30 a.m. The interval shall be counted as time off duty without deduction of pay. During such period the employees may leave their seats, but not the premises.

OVERTIME.

16. (a) All time worked on any day before or after the regular working hours or in excess of 8 hours on any one day, or in excess of 40 hours in any one week, shall be paid for at the rate of time and a half for the first three hours and double time thereafter.
- (b) In computing overtime each day's work shall stand alone.
- (c) Any employees required to work overtime on Monday to Friday inclusive for more than two hours in any one day shall be paid 2s. 6d. meal money.
- (d) Any employees required to work overtime on Monday to Friday inclusive for more than 1½ hours on any one day shall be allowed ten minutes' crib time with pay at ordinary rates before commencing such overtime, except in cases where a minimum meal break of 30 minutes is given.
- (e) No junior male worker (under the age of 16 years) or any female employee shall work overtime after 9 p.m.
- (f) Any employee shall have completed his normal daily hours before overtime payment commences for such day, excepting in cases where failure to do so is due to causes outside his control or where time off has been with the employer's consent.
- (g) Any employee working on a Saturday morning must have completed his ordinary normal weekly hours before overtime payment commences for such day, excepting in cases where failure to do so is due to causes outside his control or where time off has been with the employer's consent.
- (h) An employer may require any employee to work reasonable overtime at overtime rates and such employee shall work overtime in accordance with such requirement.

HOLIDAYS.

17. (a) All employees shall be entitled to the holidays hereinafter mentioned or any day observed in lieu thereof without deduction of pay:—New Year's Day, Australia Day, Labour Day, Good Friday, Easter Monday, Anzac Day, King's Birthday, Christmas Day, and Boxing Day.
- (b) In the Metropolitan District, as defined in the Factories and Shops Acts and the Orders in Council thereunder, Melbourne Cup Day shall be observed as a holiday in lieu of King's Birthday.
- (c) Piece-workers shall be paid for such holidays even though not worked at the ordinary rates payable to employees not on piece-work doing the same class of work. The rate shall be one-fifth of the appropriate weekly wage.
- (d) If an employee's engagement is terminated otherwise than for misconduct within two weeks of any of the holidays above-mentioned, he or she shall be paid for such holiday or holidays unless he or she commences work with another employer and is paid by such employer for such holiday or holidays.
- (e) Where an employee is absent from his or her employment on the working day or part of the working day before or after a holiday without reasonable excuse or without the employer's consent, such employee shall not be entitled to payment for such holiday. The amount to be deducted shall be one-fifth of the appropriate weekly wage.

PAYMENT OF WAGES.

18. (a) Employers shall pay all moneys due at least once in each week before knock-off time, and not later than Thursday in each week, excepting in cases where the local Branch or Section of the Federation gives written permission to an employer to substitute "Friday" in lieu of "Thursday".
- (b) Any employee who has worked only a portion of a week and who is dismissed by his employer or has left his employment after the giving of a week's notice shall be paid on ceasing for all time worked during that week less any deductions that the employer may be lawfully entitled to make hereunder.
- (c) Each employer shall be entitled to retain in hand from each employee an amount equal to two days' wages of such employee.
- (d) On any pay day the employer shall state to each employee in writing the amount of wages to which he is entitled, the amount of deductions made therefrom and the net amount being paid to him.

TRAVELLING TIME.

19. Any employee sent to work at a place other than his or her ordinary place of employment shall be paid all fares and out of pocket expenses incurred in going to or from such place of employment, and shall, if the travelling is done outside ordinary hours, be paid at ordinary rates for the time spent in travelling with a maximum of eight hours per day.

SICK AND ACCIDENT PAY.

20. (a) An employee absent through illness or accident shall not be entitled in any year (whether in the employ of one employer or several, except as hereinafter provided) to leave in excess of 40 hours of working time. For this purpose a year shall commence on the 1st day of July.

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

(c) An employee before becoming entitled to sick pay shall if required to do so by the employer produce a doctor's certificate or other sufficient evidence of sickness.

(d) An employee shall not be entitled to sick leave unless he has been in the service of the employer concerned for at least four weeks immediately prior to such absence.

(e) If the full period of leave as prescribed above is not granted in any year with an employer such portion as is not granted shall be cumulative from year to year with that employer up to a period not exceeding eighty hours' working time which shall be the maximum amount of leave to which an employee may be entitled in any year without deduction of pay.

(f) Service before the date of coming into force of this clause shall be counted as service for the purpose of qualifying thereunder.

ANNUAL LEAVE.*Period of Leave.*

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

Public Holidays Excluded.

(b) (i) Such period of annual leave shall not include holidays as prescribed in clause 17 observed on working days, but shall include all other non-working days.

(ii) If any holiday as prescribed in clause 17 falls within an employee's period of annual leave and is observed on the day which in the case of that employee would have been an ordinary working day, there shall be added to that period one day, being an ordinary working day for each holiday observed as aforesaid.

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

Notice of Leave to be Given.

(c) Wherever possible thirty days and in any event not less than seven days notice shall be given to an employee as to when he is to commence his leave, and if such notice be withdrawn by an employer, the employee if he postpones his leave, shall be compensated by the employer for any reasonable out of pocket loss occasioned thereby; in the case of dispute to be settled by the Wages Board.

Time When Leave to be Granted.

(d) 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 one week's notice to the employee.

Leave to be Given and Taken.

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

Payment of Wages.

(f) Each employee before going on leave shall be paid two weeks wages at ordinary rates for the occupation in which the employee was ordinarily employed immediately prior to the commencement of his leave. Payment in case of employees employed on piece-work or bonus work or any other system of payment by results shall be at time rates.

Leave in Advance.

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

(ii) Where leave has been granted to an employee pursuant to sub-clause (g) (i) hereof before the right thereto has accrued due and the employee subsequently leaves or is discharged from the service of the employer before completing the twelve months' continuous service in respect of which the leave was granted, the employer may for each one complete month of the qualifying period of twelve months not served by the employee, deduct from whatever remuneration is payable upon the termination of the employment one twelfth of the amount of wage paid on account of the annual leave, which amount shall not include any sums paid for any of the holidays prescribed in clause 17 of this Determination. Provided that in cases where such leave is granted at the request of the employee, the employer may when making payment under sub-clause (f) hereof, withhold from the employee a sum equal to one-twelfth for each complete month of the qualifying period not served by the employee at the time of going on such leave and retain such sum until the expiration of such qualifying period.

Proportionate Payment.

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

Calculation of Continuous Service.

(i) (a) Continuity of 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 with the intention of avoiding obligations hereunder in respect of annual leave;

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

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

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

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

(b) In calculating a period of twelve months' continuous service—

- (i) (1) any annual leave taken therein ;
- (2) any absences of the kind mentioned in (i) and (ii) of paragraph (a) above shall be counted as part of such period ;
- (ii) in respect of absences of the kind mentioned in (iii) and (iv) of paragraph (a) above, the employee shall serve such additional period as part of his qualification for annual leave as will equal the period of such absences ;
- (iii) (1) where an employee is absent from work for any cause whatsoever the employer shall, if so requested by the employee, notify the employee within fourteen days of the receipt of such request whether the employer regards such absence as breaking either conditionally or unconditionally the continuity of service of such employee. If the employee does not make such request within seven days of his return to work after any such absence, such absence shall be deemed to have broken such continuity. If the employer does not give such notice within the said fourteen days, such absence shall not be deemed to be such a break.

The employee shall make such request in writing and shall deliver same to the employer's office at the factory where he is employed, or if there be no such office, to the manager of such factory or in his absence to the employee's foreman.

The employer shall give the notification to the employee by having the same delivered to such employee personally in writing ;

- (2) where an employee has been absent from his employment, and the employer has notified him that such absence is regarded as a break in the continuity of service, the employee may within fourteen days of such notification from the employer, appeal to the Wages Board against such notification of the employer.

Calculation of Month.

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

Successor or Assignee or Transmittee.

(k) Where the employer is a successor or assignee or transmittee 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 transmittee the employee in respect of the period during which he was in the service of the predecessor shall for the purpose of this clause be deemed to be in the service of the employer.

Annual Close Down.

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

- (i) He may by giving to the employees concerned not less than one month's notice of his intention so to do, stand off for the duration of the close down all employees in the plant or section or sections concerned, and allow to those who are not then qualified for two full weeks' leave paid leave on a proportionate basis of one-sixth of a week's leave for each completed month of continuous service.
- (ii) An employee who has then qualified for two full weeks' leave, and has also completed a further month or more of continuous service shall be allowed his leave, and shall 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 (a) of this clause, subject to adjustment for any proportionate leave which he may have been allowed as aforesaid.

Disputes.

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

Operation.

(n) Service before the 1st January, 1946, shall be taken into consideration for the purpose of calculating annual leave, but an employee shall not be entitled to leave or payment in lieu thereof for any period in respect of which leave or payment in lieu thereof has been allowed or made under the clause hereby revoked. Provided, however, that, in respect of services before the 1st of January, 1946, the annual leave shall be allowed at the rate of 3½ hours for each completed one month of continuous service after that date at the rate of 6½ hours for each completed one month of continuous service.

Any broken part of a month served before the 1st of January, 1946, shall for the purpose of this clause be deemed to be service after the 1st January, 1946.

The period of annual leave to be allowed under this sub-clause shall be calculated to the nearest day any broken part of a day in the result not exceeding half a day to be disregarded.

OUTDOOR WORK.

22. (a) Except as to work in the machine belting trade all work shall be performed at the shop or factory of the employer and no employer shall give out work to be performed at any other place or permit work to be performed at any other place : and no employee shall perform work for an employer at any other place.

(b) No employee (including an apprentice or unapprenticed junior worker) in employment shall make or assist in the production of goods for sale on his own account or for any other employer.

EMPLOYER TO FEND WORKSHOP, ETC.

23. The employer shall find workshops light and bench room and supply all materials used in connexion with the trade free of charge to the employees.

CERTIFICATE OF SERVICE.

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

LIMITATION OF EMPLOYERS LIABILITY.

25. An employee entitled to the benefit of this Determination may at any time within twelve months from any payment by way of wages in accordance with this Determination becoming due to him or her, but not later, sue for the same in any Court of competent jurisdiction provided that a demand in writing has been made on the employer concerned within three months of the time when the wages or arrears of wages, as the case may be, became due.

TIME AND WAGES BOOKS, CARDS, ETC.

26. (a) Each employer shall keep in each factory, workshop or place where work is carried on by him, some card or check used in connexion with a mechanical clock or time and wages book showing the name of each employee and his or her occupation, the hours worked each day and the wages and allowances paid each week.

(b) Where a time book is kept it shall be correctly entered up in ink, and shall be signed each week by the employee verifying the accuracy of the hours worked and the wages and allowances paid each week.

(c) The time occupied by an employee in filling in any time books or cards or in the making of records shall be treated as time of duty, but this does not apply to checking in or out at the beginning or end of duty.

(d) The time and wages book shall be open for inspection to not more than two officers of the Federation duly accredited in writing by the Federation during the usual office hours at the employer's office or other convenient place. Provided that an inspection shall not be demanded unless the secretary of the Federation or the district secretary or organizer of any division suspects that a breach of the 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.

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

DINING ACCOMMODATION.

27. (a) In factories where five or more employees are employed and it is or becomes reasonably practicable so to do a separate room or portion of the factory or workshop shall be set aside by the employer as a dining room and therein the employer shall provide adequate table and seating accommodation.

(b) Hot water shall be provided free of charge to be available to employees immediately meal time commences.

(c) The employer shall provide the necessary labour to keep such room clean.

(d) If such dining room is not regularly used by a reasonable number of the employees the employer shall be released from his obligations under sub-clauses (a) and (b) hereof.

(e) Any dispute in respect of this clause shall be referred to the Wages Board.

REST ROOM.

28. In factories where ten or more female employees are employed, a properly ventilated rest room shall be provided for the use of such female employees. It shall contain a suitable couch and seating accommodation.

FIRST-AID OUTFIT.

29. (a) The employer shall provide and continuously maintain an efficient first-aid outfit in each factory controlled by him.

(b) An efficient first-aid outfit shall be that prescribed by the Factories and Shops Acts and the regulations thereunder, but in cases where there is no legislation on the subject, the first-aid outfit shall contain the following equipment :—

Articles.	Quantities to be kept in Ambulance Chest.	
	Factories and Workshops in which not more than 30 Persons are Employed.	Factories and Workshops in which more than 30 Persons are Employed.
Antiseptic solution	1 bottle	1 bottle
Bandages, cotton and gauze	½ doz. assorted sizes	½ doz. assorted sizes
Iodine, tincture	1 oz.	2 oz.
Castor Oil	1 oz.	2 oz.
Manual, first-aid		
Petroleum, carbolized	1 jar	1 jar
Picric acid solution, made according to the following recipe or prescription— 1½ teaspoonful of powdered picric acid; 3 oz. absolute alcohol; 2 pints distilled water		
Pins, Safety	1 packet	1 packet
Sal Volatile	1 oz.	6 oz.
Scissors	1 pair	1 pair
Tourniquet	1	1
Cotton, absorbent	} an adequate assortment	an adequate assortment
Gauze, sterilized and plain		
Lint, absorbent		
Plaster, adhesive		

TOOLS OF TRADE—APPRENTICES.

30. All tools of trade necessarily required by an apprentice in the learning of his trade shall be supplied by the employer to the apprentice. Such tools of trade shall remain the property of the apprentice on completion of his indentures.

SHOP STEWARDS.

31. Shop stewards in each workshop shall be allowed the necessary time during working hours to interview the employer or his representatives on matters covered by this Determination affecting the employees whom they represent.

UNION BUSINESS.

32. Officers or members of the Federation or any branch thereof may leave their work to attend to the business of the Federation after at least three days' notice has been given to the employer, but without being paid while absent.

POSTING DETERMINATION AND NOTICES.

33. (a) In each factory in which five or more employees are employed, the employer shall provide a notice board in the workroom of each department and the Federation shall be permitted to post formal shop and Federation notices on such board: Provided that the notices so posted shall be signed by the President, Secretary or Shop Steward of the Federation.

(b) Every employer shall post and keep posted a copy of the Determination in a place accessible to all employees.

PIECE-WORK.

34. (a) Subject to the employee receiving at least the minimum time rate an employer may remunerate, in respect of callings in which employees worked on the 2nd October, 1939, work under a system of payment by results, any of his employees under any system of payment by results based on rates which will enable workers of average capacity to earn at least 10 per centum in excess of their weekly rates. Such piece-work rates shall be fixed by the Factory Board consisting of two representatives of any employer, one of his employees and one representative of the Federation. If any such Board is unable to agree on any rate or rates proposed by the employer, the matter in dispute shall be referred to the Wages Board.

(b) If the employees of any factory or the Federation fail to appoint representation to any such Board or fail to attend a meeting of such Board called by the employer on a date not less than three days after the service of notice on the State secretary of the employees Union the employer may adopt piece-work rates which he deems reasonable without the authority of any Factory Board.

(c) Where an employee works part of a full week at piece-work rates and part at time rates he or she shall be paid so much as he or she is entitled to receive under such piece-work rates, plus the proportionate amount which he or she is entitled to receive under this Determination at time rates of pay.

(d) The Federation may, during the currency of this Determination, apply to the Wages Board for correction or regulation of any piece-work rate, time bonus rate, task rate or any system of payment by results now in operation or hereafter introduced into any workshop controlled by an employer subject to this Determination.

(e) Where an employer has any person working under any system of payment by results referred to in this clause, he shall reduce into writing the terms under which such person is working and such document shall be signed by such person and the employer. Upon demand by an officer of the Federation such document shall be shown to him, and he shall be allowed to make a copy of the same should he so desire. If the Federation considers that any such document does not comply with the provisions of this clause, it may refer the question to the Wages Board for determination.

- (f) As far as practicable different grades of work shall be equitably divided between employees working under any system of payment by results.
- (g) Employees working in any system of payment by results shall be paid at rate and a half when called upon to work overtime outside their ordinary hours of work or beyond 8 hours 48 minutes on any one day or 40 hours in any one week.
- (h) Employees working on any system of payment by results waiting on the employer's premises at the employer's request ready and willing to work shall, for each pay period, receive at least the time rate prescribed for their occupation.
- (i) Journeymen on piece-work teaching learners (not in the employ of the piece-worker) on piece-work shall be paid 10 per centum of piece-work rates extra whilst so employed.

RIGHT OF ENTRY OF UNION OFFICIAL.

35. (a) A duly accredited representative of the Federation shall have the right to enter employers' workshops during the midday meal hour for the purpose of interviewing employees on legitimate Union business, on the following conditions :—
- (i) that he produces his authority to the gatekeeper or such other person as may be appointed by the employer;
 - (ii) that he interviews employees only at the place where they are taking their meal;
 - (iii) that not more than one representative in all be in any workshop at any one time;
 - (iv) that no one representative visit a workshop more than once in each week; and
 - (v) that if any employer alleges that a representative is unduly interfering with his workshop or is creating disaffection amongst his employees or is offensive in his methods or is committing a breach of any of the previous conditions such employer may refuse the right of entry but the representative shall have the right to bring such refusal before the Wages Board.
- (b) Where a Union official holding the right of entry under this clause suspects that a breach of the Determination is occurring or has occurred he shall be afforded the opportunity to enter the factory during working hours and view the work in question: Provided that during such inspection the official shall not obstruct or interfere with the work in any way or converse with the employees while at work.

A Union representative shall be a duly accredited representative of the Federation if he be the holder for the time being of a certificate, signed by the General Secretary in the following form, or in a form not materially differing therefrom :—

(Name of Organization.)

This is to certify that _____ is a duly accredited representative of the above-named organization.

(SEAL)

General Secretary.

(Specimen signature of holder) _____

Date _____

Strictly not transferable.

PERIODICAL ADJUSTMENT OF WAGES.

36. *Adult Males.*—The wages rates set out for males 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 determines that such rates shall be automatically adjusted as prescribed by clause 37.

Basic Wage.

Place.	Needs Basic Wage (Adjustable).	Loading Constant.	Total Basic Wage.	Index Number Set Assigned.
	£ s. d.	s. d.	£ s. d.	
Victoria— Within 20 miles of G.P.O., Melbourne, 10 miles of G.P.O., Geelong, at Warrnambool, and within Mildura and Gippsland Districts Yallourn—6s. 6d. in excess of basic wage for Melbourne. Elsewhere—3s. less than the contemporaneous basic wage for Melbourne.	5 14 0	6 0	6 0 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

37. (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, 1949, the amounts of the Basic Wage shall be as prescribed in clause 36.
- (c) During each future successive period beginning with the first pay period to commence in a February, a May, an August, or a November, the amount of the needs basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's "all items" retail price index number by the factor .087 taken to one place of decimals, the resultant whole number being the amount of the basic wage expressed in shillings, but should the decimal number reach .5 or more the basic wage shall be taken to the next higher shilling.
- In all cases where for the same class of work the same rates have been prescribed for journeymen as are prescribed for journeymen, the rates for such journeymen shall be increased or decreased in the same manner and by the same amount as the rates for journeymen.

MARGINS.

38. (a) *Adult Males.*—In addition to the total base rate prescribed in clause 36 the following margins and special allowances shall be paid :—

Classifications.	Margin.	Special Allowance.
	Per Week.	Per Week.
	£ s. d.	s. d.
Journeymen engaged in the manufacture or repair of machine belting, gaskets and pump washers or similar articles	1 10 0	4 0
All other Journeymen	1 18 0	4 0

(b) *Adult Females*.—The minimum rate per week to be paid to adult female employees shall be the equivalent of the below stated percentage of the total base rate for adult male employees indicated in clause 36 hereof calculated to the nearest threepence (half or less than half of threepence to be disregarded) and in addition thereto the special allowance and marginal rate specified :—

Percentage of Total Base Rate.	Special Allowance.	Margin.
75% Provided that, adult females engaged in the trimming of gloves, cutting out forcetts and quirks, or cutting cotton ends, shall receive a margin of 8s. 6d. per week.	Per Week. s. d. 2 0	Per Week. s. d. 14 0

(c) *Apprentices—Males*.—The minimum rates of wage to be paid to apprentices or probationers shall be not less than the following —

Experience.	A total payment per week at the equivalent of the below stated percentage of the total base rate for adult male employees indicated in clause 36 hereof, calculated to the nearest 3d. (half or less than half of 3d. to be disregarded).
	Per cent.
Five-year term—	
First year's experience	30
Second year's experience	35
Third year's experience	50
Fourth year's experience	80
Fifth year's experience	100
Four-year term—	
First year's experience	30
Second year's experience	50
Third year's experience	80
Fourth year's experience	100

(d) *Junior Workers—Males*.—Junior workers may be employed at the following rates of pay :—

Age.	A total payment per week at the equivalent of the below stated percentage of the total base rate for adult male employees indicated in clause 36 hereof, calculated to the nearest 3d. (half or less than half of 3d. to be disregarded).
	Per cent.
Under 16 years of age	30
16 and under 17 years of age	40
17 and under 18 years of age	50
18 and under 19 years of age	60
19 and under 20 years of age	80
20 and under 21 years of age	100

(e) *Junior Workers—Females*.—Female junior workers may be employed at the following rates of pay :—

Age.	A total payment per week at the equivalent of the below stated percentage of the total base rate for adult male employees indicated in clause 36 hereof, calculated to the nearest 3d. (half or less than half of 3d. to be disregarded).
	Per cent.
Under 16 years of age	30
16 and under 17 years of age	37½
17 and under 18 years of age	42½
18 and under 19 years of age	47½
19 and under 20 years of age	52½
20 and under 21 years of age	65

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

J. V. WILLOX, Secretary.

Melbourne, 30th November, 1948.

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that proper record-keeping is essential for transparency and accountability, particularly in the context of public administration and financial management. The text notes that without reliable data, it is difficult to assess performance, identify trends, and make informed decisions.

2. The second section focuses on the challenges associated with data collection and analysis. It highlights that while digital tools have improved the efficiency of data gathering, they also introduce new risks, such as data breaches and system downtime. Additionally, the complexity of integrating data from various sources remains a significant hurdle. The document suggests that investing in robust IT infrastructure and training staff in data literacy are crucial steps to overcome these challenges.

3. The third part of the document addresses the ethical implications of data usage. It stresses that the collection and analysis of personal information must be done in a way that respects individual privacy and complies with relevant laws and regulations. Organizations should implement strict data protection policies and ensure that data is used only for its intended purpose. Transparency in how data is collected and processed is also key to building trust with stakeholders.

4. The final section discusses the future of data-driven decision-making. It predicts that as artificial intelligence and machine learning technologies continue to advance, the volume and variety of data available will increase exponentially. This will create both opportunities and challenges. On one hand, AI can help uncover hidden insights and optimize processes. On the other hand, it requires careful oversight to ensure that algorithms are not biased and that the resulting decisions are fair and equitable.



VICTORIA
GOVERNMENT GAZETTE.

Published by Authority.

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

No. 61]

TUESDAY, FEBRUARY 1.

[1949

Factories and Shops Acts.

DETERMINATION OF THE CLOTHING 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 Price or Rate which may be paid to any person for wholly or partly preparing or manufacturing, either inside or outside a factory or workroom, the following articles of Men's and Boys' Clothing or Wearing Apparel, namely, Coats (including Overcoats and Cloaks of every description), Vests, Trousers, Jackets, and Knickerbockers, except india-rubber waterproof garments, has made the following Determination, namely:—

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

2. APPRENTICES OR IMPROVERS.

Wages.

Experience.	Males.	Females.	
		First Commencing at the Trade when Under the Age of 18 Years.	First Commencing at the Trade Between the Age of 18 Years and 21 Years.
1st six months	£ s. d. 1 6 0	£ s. d. 1 19 0	£ s. d. 3 2 0
2nd six months	1 11 0	2 4 0	3 9 0
3rd six months	1 16 6	2 8 6	3 18 0
4th six months	2 1 0	2 15 0	4 7 0
5th six months	2 14 6	3 2 0	..
6th six months	3 4 0	3 9 0	..
7th six months	4 10 0	3 18 0	..
8th six months	5 5 0	4 7 0	..
9th six months	5 18 0
10th six months	6 2 6

And thereafter the minimum wage or piece-work price.

- (i) The term to be served at the industry by male apprentices or improvers shall be not more than five years.
- (ii) The term to be served at the industry by female apprentices or improvers shall be:—Coat hands and coat machinists, not more than four years; all others, not more than three years.
- (iii) Sub-clause (ii) hereof shall apply only to apprentices under indenture on the 1st day of May, 1944. Thereafter the term to be served at the industry by female apprentices or improvers shall be not more than four years.

PROPORTION (in any Factory or place).

Males.

Apprentices.

Tailoring.	Pressing.	Other Classes of Work.
One apprentice to every journeyman tailor employed.	One apprentice to every four or fraction of four journeymen employed.	One apprentice to every three or fraction of three journeymen employed.

Improvers.

One improver to every 50 journeymen employed in any one section.

Females.

One apprentice or improver to every journeywoman employed.

For the purpose of all clauses relating to apprentices and improvers, each class of employee as set out in the weekly wage schedules to this Determination shall be taken separately, and each such class shall be deemed to be a distinct section. Notwithstanding anything contained in this sub-clause, for the purpose of fixing the proportion of apprentices or improvers the following classes of employees shall be grouped as indicated hereunder, viz. :—

- 1. Journeymen seam or under pressers } to be taken together.
- Journeymen pressers-off }
- 2. Order trousers table hands } to be taken together.
- Order trousers machinists }
- 3. Stock trousers table hands } to be taken together.
- Stock trousers machinists }
- 4. Order vest table hands } to be taken together.
- Order vest machinists }
- 5. Stock vest table hands } to be taken together.
- Stock vest machinists }

All apprentices shall be indentured in accordance with the prescribed form of indenture, provided that a minor may serve an employer as a probationer for a period not exceeding three months. During the said three months, he or she shall be paid at least the minimum rates prescribed by this Determination for the first six months of apprenticeship. If the probationer becomes indentured, his or her indentures shall be taken to have commenced from the commencement of the period of probation.

In the event of the employer to whom an apprentice is bound ceasing to carry on business, such apprentice may be bound to another employer for the remainder of the term to be served: Provided if such apprentice be over the age of eighteen years at the time of the original employer ceasing to carry on business, such person may complete the time to be served as an improver.

3. OTHER PERSONS (EXCEPT APPRENTICES OR IMPROVERS).

(i) ORDER TAILORING. (Including making or altering all descriptions of male outer garments to an individual measure.)

	Males.	Females.
(a) Cutters, namely, persons employed marking-in or cutting out garments	£ s. d. 9 6 0	£ s. d. 9 6 0
(b) Heads of tables, namely, persons in charge of four or more persons employed as table hands	8 16 0	5 13 6
(c) Trimmers, namely, persons employed marking or cutting out linings or trimmings	8 5 0	8 5 0
(d) Fitters-up, namely, persons employed fitting up garments	8 5 0	8 5 0
(e) Tailors, namely, males employed making and/or altering any part of a garment	8 12 0	..
(f) Machinists, namely, males employed machining any part of a garment	8 5 0	..
(g) Pressers, namely, persons employed pressing other than seam pressing any part of a garment other than the garment which the worker is making	8 2 0	8 2 0
(h) Examiners, namely, males employed examining articles	7 2 6	..
(i) Seam pressers, namely, persons employed pressing seams on all garments	7 0 0	7 0 0
(j) Brushers and/or folders, namely, males employed matching garments, and/or sorting garments, and/or measuring garments, and/or despatching garments, and/or brushing garments, and/or folding garments	7 0 0	..
(k) Females employed making, or machining, or altering by hand or by machine, any part of a dress coat, frock coat, dinner jacket, or body coats of all descriptions	8 12 0
(l) Females employed putting in sleeves, stitching on pockets, or stitching edges inside and/or outside of all kinds of overcoats for adults made of material exceeding in weight 20 oz. to the lineal yard	8 5 0
(m) Coat table hands or coat machinists, namely, females employed making, or machining, or altering, any part of coats of all descriptions	5 9 6
(n) Trousers table hands or machinists, namely, female employed making or machining, or altering, any part of all descriptions of trousers, breeches, or other articles of legwear	5 4 6
(o) Vests table hands or machinists, namely, females employed making or machining, or altering, any part of all descriptions of vests	5 4 6
(p) Hand sewers of buttons	4 17 0
(q) Persons not otherwise provided for	6 6 0	4 14 6

NOTE.—Industry loadings of 5s. per week for a males; 5s. per week for females in classifications (a) and (c) to (l) inclusive and 3s. 9d. per week in the remaining classifications for females are included in the above rates and shall not be deemed to be portion of the wage for the purpose of computing piecework rates or task work or overtime, holiday or other penalty rates.

(ii) READY-MADE CLOTHING.

	Males.	Females.
(a) Cutters, namely, persons employed folding, laying-up, or marking material, or cutting out garments	£ s. d. 8 16 0	£ s. d. 8 16 0
(b) Heads of tables, namely, persons in charge of four or more persons employed as table hands	8 16 0	5 11 0
(c) Trimmers, namely, persons employed marking or cutting out linings or trimmings	8 5 0	8 5 0
(d) Fitters-up and/or shapers, namely, persons employed fitting up and/or shaping garments	8 5 0	8 5 0
(e) Tailors, namely, males employed making or altering any part of a garment	8 12 0	..
(f) Machinists, namely, males employed machining any part of a garment	8 5 0	..

	Males.	Females.
	£ s. d.	£ s. d.
(g) Pressers, namely, persons employed pressing any part of a garment (other than seam pressing) other than the garment which the worker is making	8 2 0	8 2 0
(h) Examiners, namely, persons employed examining partly made or finished articles ..	7 2 8	5 2 0
(i) Seam pressers, namely, persons employed pressing seams on all garments	7 0 0	7 0 0
(j) Brushers and folders, namely, persons employed matching garments, and/or sorting garments, and/or measuring garments, and/or despatching garments, and/or brushing garments, and/or folding garments	7 0 0	4 19 6
(k) Females employed making, and/or machining, and/or altering by hand or by machine any part of a dress coat, frock coat, dinner jacket, or body coats of all descriptions	8 5 0
(l) Females employed on manufacturing (i.e., machines and table hands) on all kinds of overcoats for adults made of material exceeding in weight 20 oz. to the lineal yard	5 17 0
(m) Coat table hands or coat machinists, namely, females employed making and/or machining, and/or altering any part of coats of all descriptions	5 7 0
(n) Trousers machinists, namely, females employed machining, and/or altering any part of all descriptions of trousers, breeches, or other articles of legwear	5 2 0
(o) Vest machinists, namely, females employed machining and/or altering any part of all descriptions of vests	5 2 0
(p) Trousers table hands, namely, females employed and/or altering any part of all descriptions of trousers, breeches, or other articles of legwear	5 2 0
(q) Vest table hands, namely, females employed making and/or altering any part of all descriptions of vests	5 2 0
(r) Hand sewers of buttons, or thread cutters, or ticket sewers	4 17 0
(s) Persons not otherwise provided for	6 6 0	4 14 6

NOTE.—Industry loadings of 5s. per week for all males; 5s. per week for females in classifications (a) and (c) to (l) inclusive and 3s. 9d. per week in the remaining classifications for females are included in the above rates and shall not be deemed to be portion of the wage for the purpose of computing piecework rates or task work or overtime, holiday or other penalty rates.

4. DEFINITIONS, AND CLASSIFICATIONS OF EMPLOYEES.

A journeyman is a male person, other than an apprentice or improver

A journeywoman is a female person other than an apprentice or improver

(i) Who has served the term of experience prescribed by this Determination; or

(ii) Who has attained the age of twenty-one years; or

(iii) Who is in receipt of at least the minimum weekly wage prescribed for the class of work on which such person is engaged whether on weekly wages or piecework.

An Outdoor Worker is any male or female who is engaged as an outdoor worker in accordance with the provisions of clause 16 hereof.

Order work shall include any of the following classes of work:—

- (a) Bespoke work.
- (b) Garments cut to an individual measure.
- (c) Garments that are fitted on.
- (d) Garments cut to chart measure.

After 3rd February, 1933, no person shall be employed in the industry, except as provided in the following classifications, viz. —

- (a) Journeyman.
- (b) Journeywoman.
- (c) Apprentice.
- (d) Male person who has attained the age of 18 years, but is under 21 years of age, employed as an improver at the date upon which this Determination comes into force.
- (e) Female person, employed at order tailoring, who has attained the age of 18 years, but is under 21 years of age, employed as an improver at the date upon which this Determination comes into force.
- (f) Female improver employed at ready made clothing.
- (g) Female improver who has attained the age of 18 years, but is without previous experience at the trade.

5. HOURS OF EMPLOYMENT.

Forty hours shall constitute a week's work within the following hours:—Time of beginning, 8 a.m.; time of ending, 6 p.m.:—on five days of the week. Time of beginning, 8 a.m.; time of ending, 1 p.m.—on the other day of the week on which the half-holiday is usually observed.

6. OVERTIME.

(a) Any employee who, in any day, has performed any work outside the working hours ordinarily observed in the factory or workshop in which he or she is employed, shall be paid overtime as follows:—

- (1) Weekly workers shall be paid at the rate of time and one-half, and shall also be paid 2s. 6d. meal money when such overtime exceeds one hour on week-days or on Saturdays in those factories or workshops where a five and a half-day week is worked. In those factories or workshops where a five-day week is worked, all work done on Saturdays shall be paid for at the rate of time and a half and 2s. 6d. meal money shall be paid when such overtime is worked after noon.
- (2) Pieceworkers shall be paid (in addition to the ordinary piecework prices) for work done in the excess time such sum per hour as is equivalent to the weekly wage divided by 80, and shall also be paid 2s. 6d. meal money when such overtime exceeds one hour on week days or on Saturdays in those factories or workshops where a five and a half-day week is worked. In those factories or workshops where a five day week is worked, all work done on Saturdays shall be paid for at the rate of time and a half and 2s. 6d. meal money shall be paid when such overtime is worked after noon.

(b) No employee shall be employed overtime outside the hours fixed, except with his or her consent.

(c) No employee shall be dismissed, or in any way whatsoever be prejudiced in his or her employment by reason of his or her refusal to work overtime outside the hours fixed.

(d) No employee under the age of sixteen years shall be employed on overtime.

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

7.

MIDDAY MEAL.

- (a) An interval of not less than three-quarters of an hour shall be allowed for the midday meal.
- (b) No work shall be performed during such meal time.

8.

TASK SYSTEM.

No employer shall make a bonus or merit payment which fluctuates from period to period according to the amount of work performed by the employee concerned, and which is based upon a secret or task rate for measuring the output of such employee. No increase in wages granted to any employee, after the date of operation of this Determination, above the rates herein prescribed shall be deemed to be in contravention of this clause if the same be paid for a period of three months, or for the term of employment, whichever period is the shorter, provided, however, that such increased wages may, at the discretion of the employer, be adjusted according to the wages rates prescribed from time to time by this Determination.

In all factories and workshops where a minimum task is set for a minimum wage the following shall be observed :—

- (a) The task rate in respect of all garments, or parts of garments, or other articles or parts of articles, shall be determined in the manner following :—
- (i) Where there are fewer than twenty employees involved in the work to be performed, the employer or his representative, in conference with one employee chosen by and from such employees, shall fix the rates.
- (ii) Where there are twenty or more employees involved in the work to be performed, the employer or his representative, in conference with two employees so chosen, shall fix the rates.
- (b) The task rates shall be fixed so as to enable the average worker to earn the minimum wage prescribed by this Determination for the class of work to be performed; and any number of garments or other articles or parts of articles made in excess of the minimum weekly task fixed by the task rates for the minimum weekly wage shall be paid for at *pro rata* plus 10 per cent.
- (c) When any employee is employed for less than a week on the task rates, then the task of the said employee shall be fixed at per day at the weekly rate prescribed.
- (d) Any excess number of garments or parts of garments or other articles or parts of articles made in any day by the employee shall be subject to the same *pro rata* payment as would apply if the employee were engaged for the whole week.
- (e) A copy of all task rate schedules shall, within twenty-four hours of their being fixed, be displayed by the employer in a conspicuous place in each and every room of the workshop or factory where such tasks respectively are being performed.
- (f) A combination or team shall mean two or more persons working together on the same class of work, employed on weekly wages where a task has been imposed. Where employees work in a combination or team, the additional amount of wages shall be distributed amongst the employees on a percentage basis, according to the amount of their ordinary weekly wages.

9.

HOLIDAYS.

(a) All weekly wage employees, whether in a city or elsewhere, shall be granted the following holidays without deduction of pay :— The days observed as New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day, and Boxing Day.

(b) All employees working on piece-work or task-work shall be granted the same holidays as are granted to weekly wage workers and, subject as hereinafter provided, they shall be paid for such holidays the amount for each holiday based on the minimum weekly wage prescribed by this Determination for the class of work performed.

(c) If Christmas Day, Boxing Day, or New Year's Day, should fall on a Saturday or Sunday, and is not observed on any other day then an employee shall, notwithstanding that it is a non-working day be paid for each such day on the following basis :—

- (i) If a weekly wage employee, an amount equivalent to one fifth of the ordinary weekly wage paid to such employee;
- (ii) If a piece or task worker, one fifth of the minimum weekly wage as set out in this Determination for the class of work performed.

Provided that an employee whose ordinary week includes Saturday and who in accordance with the provisions of clause 10 sub-clause 3 (a) of this Determination has added to his or her annual leave an additional day or days shall not be entitled to receive the extra payment prescribed by placita (i) and/or (ii) of this sub-clause.

(d) All other weekly employees, whether in a city or elsewhere, shall be paid for the above holidays an amount for each holiday based on the actual weekly wage paid to them by the employer.

(e) 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.

(f) Any weekly employee who is employed on a Sunday or any holiday provided for herein shall be paid for that day at the rate of time and a half in addition to his or her weekly wage.

(g) Any pieceworker employed on a Sunday or any holiday prescribed by this Determination shall be paid, in addition to the prescribed piecework prices, at the rate of time and a half calculated on the minimum wage prescribed for the class of work performed.

10.

ANNUAL LEAVE.

(1) Except as hereinafter provided a period of fourteen consecutive days leave with payment of ordinary pay for two weeks shall be allowed annually by each employer to each of his employees after a period of twelve months continuous service with him by the employee concerned.

(2) Such period of annual leave shall not include any public holiday granted by the said Determination, observed on a working day, but shall include all other non-working days within the period of annual leave of the employee concerned.

(3) (a) If any public holiday granted by the said Determination 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 his period of annual leave one day, being an ordinary working day on ordinary pay for each such holiday observed as aforesaid.

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

(4) Continuity of service shall not be broken nor be deemed to be broken by :—

- (a) any interruption of termination of the employment of an employee by his employer, if such interruption or termination has been made with the intention of avoiding any obligation under the Determination in respect of annual leave, and proof that it has not been made with such intention shall be on the employer;
- (b) any absence from work less than fourteen days in the twelve months on account of sickness or accident, proof whereof shall be on the employee;
- (c) any absence on account of leave granted, imposed or agreed to by the employer;
- (d) any absence due to reasonable cause proof whereof shall be on the employee;

- (e) the standing off of an employee or the working of shortened hours by an employee pursuant to clause 14 of the Determination, or the non-attendance for work by an employee after receipt of notice by him under sub-clause (d) of such clause that his services will not be required on the following day or days;
- (f) any absence from work of more than fourteen days in the twelve months on account of sickness or accident proof whereof shall be on the employee;
- (g) absence from work due to sickness or accident as prescribed in (b) and (f) of this sub-clause shall be subject to the provisions set out in sub-clause (10) hereof.
- (5) In calculating a period of twelve months continuous service:—
- (a) any annual leave taken therein;
- (b) any absence of the kind mentioned in (a) (b) and (e) of sub-clause (4) above;
- (c) any absence on account of leave granted imposed or agreed to by the employer shall be counted as part of such period
- (d) In respect of absences of the kind mentioned in placita (c) (other than absences on account of leave imposed by the employer) (d) and (f) of sub-clause (4) above the employee shall serve such additional period as part of his qualification for annual leave as will equal the period of such absences.
- (6) Notwithstanding any of the other provisions of this clause proportionate payment for annual leave shall be made by an employer in respect of each completed month of continuous service when the employee so serving leaves his employment or his employment is terminated by the employer before the completion of any twelve monthly qualifying period under this clause. Such payment shall be made forthwith on such employee so leaving or on his employment being so terminated as the case may be.
- (7) Notwithstanding any of the other provisions of this clause annual leave shall be allowed and shall be taken and payment shall not be made or accepted in lieu thereof.
- (8) (a) Such annual leave shall be given by the employer and taken by the employee before the expiration of a period of six weeks after the date upon which the right to such annual leave accrues unless otherwise agreed to by the employer and employee concerned.
- (b) An employee who has not completed his qualifying period of twelve months by the day on which the customary Christmas holiday period commences, in the case of his employer in the year concerned, shall (unless the exigencies of the business otherwise require) be granted such proportionate leave and pay as his service prior thereto entitles him, and thereafter his qualifying period shall in cases not covered by sub-clause (9) hereof start afresh as from the commencement of such proportionate leave.
- (c) The employer shall give the employee at least thirty days notice of the date from which such annual leave shall be taken.
- (d) Each employee shall be paid in advance by his employer before the commencement of the employee's annual leave his ordinary pay for the said period of annual leave.
- (e) Notwithstanding any of the other provisions of this clause in no case shall annual leave be given and taken later than the expiration of three months after the date on which such annual leave accrues.
- (9) Where an employer closes down his factory or workshop or a section or sections thereof for the purpose of allowing annual leave to all or the majority of the employees in the factory or workshop or section or sections concerned the following provisions shall apply:—
- (a) He may by giving to the employees concerned not less than one month's notice of his intention so to do, stand off for the duration of the close down all employees in the factory or workshop 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.
- (b) 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.
- (c) The next twelve-monthly qualifying for each employee affected by such close down shall commence from the day on which the factory or workshop or section or sections concerned is closed down for the annual leave in question.
- (d) If in the first year of his service with an employer an employee is allowed proportionate annual leave under sub-clause (8) (b) 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 (b) of this clause subject to adjustment for any proportionate leave which he may have been allowed as aforesaid.
- (e) Provided always that any employee leaving his employment by reason of his non-compliance with clause 14 (a) of the Determination and who when so leaving suffers a deduction of pay under such clause shall be entitled notwithstanding such non-compliance to the benefit of sub-clause (b) of this clause.
- (10) (a) Should an employee be absent from his work on account of sickness or accident, it shall be necessary for such employee to notify his employer that such absence is due to sickness or accident. Such notification shall if required by the employer, but not otherwise be in the form of a written message which shall be sent by or on behalf of the employee within forty-eight hours after the commencement of such absence.
- (b) If an employer within seven days after the receipt by him of advice or when required of a written message sent by or on behalf of an absent employee, alleging that his absence is due to sickness or accident, fails to despatch or give to the employee written notice that he does not accept the message as satisfactory evidence of the facts alleged by or in it such message shall be deemed to be prima facie evidence that the absence of the employee was due to sickness or accident.
- (c) If an employer within seven days after the receipt by him or such a message despatches or gives to the employee written notice that he does not accept such message as satisfactory evidence of sickness or accident, but requires further evidence thereof the employee shall within a reasonable time furnish such further evidence. If the employer requires the employee to obtain a medical certificate or other proof of sickness or accident the employer shall pay or refund any fee and incidental expenses necessarily incurred or paid by the employee in complying with such requirement. The employee shall submit to medical examination at the employer's expense if so required and shall not obstruct or interfere with inquiries deemed to be necessary by the employer.
- (d) In the event of any dispute arising in regard to any of the foregoing placita (a) (b) and/or (c) of this sub-clause such dispute may be referred for determination to the Wages Board and the said Wages Board shall thereupon consider and determine such dispute and the employee concerned in such dispute shall, if his claim succeed and the Wages Board so decides, but not otherwise in such case, be entitled to be paid by his employer for all time lost and for any reasonable expenses incurred consequent on his attendance before such Wages Board.
- (e) In any cases where the period of seven days referred to in placita (b) and/or (c) hereof expires after the finish of the last working day in the calendar week, or on a public holiday, such period shall be deemed to extend to noon of the next ordinary working day and in any case where illness commences after the finish of such last working day such period of forty-eight hours shall be deemed to commence at the starting hour of the next ordinary working day.
- (11) (a) Any absence from work shall not be deemed to break the continuity of service of any employee unless within seven days of the commencement of such absence his employer gives or despatches to such employee notice in writing that he regards, either conditionally or unconditionally, such absence as constituting a break in the continuity of the service of such employee.

(b) In any case where an employee has been absent from his employment for any cause not mentioned in any of the placita (a), (b), (c), (d), (e), or (f) of sub-clause (4) hereof and such employee has been notified in accordance with sub-clause (11) (a) hereof that his employer regards such absence as constituting a break in the continuity of the employee's service, such employee may apply to the said Wages Board within fourteen days of receiving such notification for a decision that it is, under all the circumstances, unduly harsh and unconscionable (proof whereof shall be on the employee) that he should suffer the loss to the full extent of such portion of a qualifying period for annual leave as he may have served up to the time of such absence. The said Wages Board shall upon receipt of any such application consider and make a decision thereon with due regard to all the circumstances of the absence and may decide that, despite the said absence, either the period of continuous service served by the employee prior thereto shall not be lost to him as portion of a qualifying period for annual leave, or that his period of annual leave should be reduced. But in the former case the decision shall be subject to a condition that he serve such period of continuous service as an addition to and part of his full qualifying period as the Wages Board may determine. Such additional period of continuous service shall not be less than the time lost by the employee as a result of the absence the subject of the dispute.

For the purposes of this clause—

"Ordinary Pay" means in the case of a time worker the ordinary remuneration he receives for the normal weekly number of hours worked by him and in the case of a piece task or bonus worker the ordinary time rate.

"Employer" and all variations of such word includes and include respectively all persons, firms and corporations covered by the Determination irrespective of the gender used.

"Service" means service with any employer covered by the said Determination as from not earlier than the 1st day of January, 1946.

The masculine includes the feminine.

11.

SICK PAY.

(1) When an employee has been employed by an employer during a period of three months and is subsequently absent from work on account of personal sickness or accident such employer shall not deduct from the pay of such employee on account of such absence the amount which the employee would be entitled to receive if working, but shall pay such employee such amount or amounts as the employee would have been entitled to receive if working, but not exceeding in all in any one year of his employment with such employer forty hours ordinary pay.

(2) (a) Should an employee be absent from his work on account of sickness or accident it shall be necessary for such employee to notify his employer that such absence is due to sickness or accident. Such notification shall if required by the employer be in the form of a written message which shall be sent by or on behalf of the employee within forty-eight hours of the commencement of such absence.

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

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

(d) In the event of any dispute arising in regard to any of the foregoing placita (a) and/or (b) and/or (c) of this sub-clause such dispute may be referred for determination to the appropriate Wages Board and the said Wages Board shall thereupon consider and determine such dispute and the employee concerned in such dispute shall if his claim succeeds and the Wages Board so decides, but not otherwise, in such case, be entitled to be paid by his employer for all time lost and for any reasonable expenses incurred consequent on his attendance before such Wages Board.

(e) In any case where the period of seven days referred to in placita (b) and (c) hereof expires after the finish of the last working day in the calendar week, or on a public holiday, the period shall be deemed to extend to noon of the next ordinary working day and in any case where illness commences after the finish of such last working day the said period of forty-eight hours referred to in placita (a) hereof shall be deemed to commence at the starting hour of the next ordinary working day.

(3) If an employee be not entitled to receive in any one year the whole or part of forty hours ordinary pay on account of sickness or accident the whole or part of such pay to which he is not so entitled in such year shall accumulate from year to year up to, but not exceeding three years by or in such accumulation 120 hours ordinary pay as sick pay.

(4) In the event of the employee having received in respect of any such sickness or accident as is mentioned in sub-clause (1) hereof any payment or monetary allowance or benefit in pursuance of any Commonwealth or State legislation or regulation or order made thereunder the employer shall be entitled to deduct from the employee's pay during any period of absence in pursuance of the employee's pay during any period of absence in pursuance of the provisions of this clause the equivalent of any such payment or monetary allowance or benefit and shall be liable to the employee for the remainder only.

(5) Notwithstanding anything in this clause contained an employee shall not be entitled to more than forty hours ordinary pay as sick pay in respect of any one period of twelve months.

(6) (a) Before leaving his place of employment for whatsoever cause an employee shall receive from his employer a certificate in the form set out hereunder showing the length of his service with the employer and the amount of sick leave granted, if any, during such employment:—

I hereby certify that _____ was employed by me from _____ to _____ and that during during such period of employment he/she received payment for _____ hours on account of sickness.

The inclusive dates of the last absence as above were from _____ to _____

Signature.

(b) If no sick leave has been granted to an employee during his period of service with an employer the certificate herein prescribed shall indicate that fact.

(7) In the event of any dispute regarding the right of an employee to sick pay under this clause, the employee shall if so required by his employer produce the aforementioned certificate to such employer.

For the purposes of this clause:—

"Ordinary Pay" means in the case of a time worker the ordinary remuneration he received for the normal weekly number of hours worked by him and in the case of a piece task or bonus worker the ordinary time rate.

"Employer" and all variations of such word includes and include respectively all persons firms and corporations covered by the Determination irrespective of the gender used.

"Service" means service with any employer covered by the Determination as from not earlier than the 1st day of January, 1946.

The masculine includes the feminine.

12.

DINING ACCOMMODATION.

(a) If any employer of more than five employees in any factory or workshop fails to provide the accommodation and facilities in this clause set out he shall (subject to the following proviso) during the period of such failure pay to each and every such employee an additional amount equivalent at 2½ per centum of the amount of wages prescribed for such employee by this Determination to compensate such employees for the absence of such accommodation and facilities, provided that any employer who has failed for good cause to provide such accommodation and facilities may be exempted:—

- (i) by the Union, or if the Union refused or neglected on application to it by the employer to issue a certificate of exemption;
- (ii) by the Wages Board.

from the requirement that he shall pay during the period of such failure such additional amount.

(b) Every such employer shall set aside a separate room or portion of the factory or workshop as a dining room wherein the employer shall provide adequate table and seating accommodation

- (c) Hot water shall be provided free of charge to be available to employees immediately meal time or rest period commences.
- (d) The employer shall provide the necessary labor to keep such room clean.

13.

DISPUTES.

Any disputes as to the rights of employees or the duties or obligations of an employer under this Determination shall be dealt with by the Wages Board.

14.

TERMS OF ENGAGEMENT.

(a) The week shall terminate on a day other than Monday or Saturday, and all employees shall be paid all moneys due to them in full during the ordinary working hours not later than two working days following the termination of the week. In order to terminate employment of a weekly employee, two days' notice shall be given on any day, with payment to date of termination, or in lieu thereof two days' pay shall be paid or deducted. When employment is terminated by an employer, the employer shall, upon the date of such termination, pay to the employee (weekly employee or pieceworker) all moneys due to him or her, and, when employment is terminated by an employee in accordance with the terms of this Determination, the employer shall pay to the employee (weekly employee or pieceworker) all moneys due to him or her.

(b) All weekly wages shall be paid to the employees in full, with the following exceptions:—

(1) *Turns to be Observed.*—In slack times the employer shall observe turns of employment for weekly workers and pieceworkers (including outside workers) in the respective class or classes of work at which they are engaged, provided always that journeymen and journeywomen having apprentices under their control shall be allowed in their turn extra work equivalent to the wages of the apprentice during the time the turn system is in operation. The employer shall keep in the workroom a true record of every turn, which shall be open to the inspection of the employees.

(2) *Standing Off Employees in Turn.*—Should any employer during slackness of trade desire to stand off his employees in turn, then the employer, on any day during any week, shall inform every person whom it is proposed to stand off of any day or days in the following week (other than a Saturday or holiday) upon which his or her services will not be required; but an employee shall not, except under the conditions provided in sub-clause (3) of this clause, be stood off for part of a day without being paid for a whole day.

(3) *Employees Working Shortened Hours.*—If it is desired to work a week of shorter hours in slack times, instead of standing the employees off in turn, the employer may make an arrangement to work his employees for shortened hours, but such arrangement shall be made only where, on the vote of the employees being taken, a majority of the whole of the employees votes in favour of such arrangement.

Where such an arrangement is made, the employees shall be informed on the day ending each week of the shortened hours to be worked in the following week.

Where an arrangement is made in compliance with this provision, the employer shall pay each employee for the actual hours worked on each day on the basis of his or her weekly wage.

(4) *Vacation Periods.*—Nothing contained in this sub-clause shall apply in the case of the usual vacation period at Christmas or Easter.

(c) *Classes of Employees.*—For the purpose of this clause (but subject to the provisions of sub-clause (b) hereof), in operating the turn system, the various classes of employees shall be taken separately, and "classes of employees" shall mean each class of employee in respect of which a classification of work has been provided under this Determination, but in all cases, male improvers and journeymen, or female improvers and journeywomen doing the same class of work, shall be deemed to be one class of employee.

(d) *Stoppage of Work re Breakdown of Machinery.*—In the event of the work of a factory or workshop being stopped by a breakdown of machinery or a stoppage of supply of power, or for any cause for which the employer cannot reasonably be held responsible, all weekly hands who present themselves for work shall be found work for that day, or paid one day's wages in lieu thereof, but, when such breakdown or stoppage occurs, the employer may give notice to an employee that his or her services will not be required on the following day or days, and the employee shall not be entitled to any further payment in respect of any further days in which he or she is out of employment by reason of such breakdown or stoppage.

(e) *Terminating Employment in Relation to a Holiday.*—(i) Where the employer terminates the employment of an employee within fourteen days of a day on which a holiday occurs, and such employee is re-employed within a period of one month after such holiday, the employee shall be paid for such holiday or holidays prescribed by this Determination, provided that such employee has been employed by the employer for a period of at least one week prior to the termination of the employment.

(ii) Should the employment of an employee be terminated, or should an employee be stood off within fourteen days prior to any holiday or to the commencement of any group of holidays prescribed in this Determination, such employee shall be paid for such holiday or group of holidays, provided that such employee has been employed by the employer for a period of at least one week prior to the termination of the employment.

(iii) When any two or more of the holidays prescribed in this Determination occur within two weeks of one another, such holidays shall for the purposes of sub-clause (ii) hereof be deemed to be a group of holidays.

(iv) Where the employer terminates the employment of an employee more than fourteen days but not exceeding one month prior to a day on which a holiday occurs and such employee is re-engaged within a period of one month, or normal business is resumed within such period of one month after such holiday, the employee shall be paid for such holiday or holidays prescribed by this Determination, provided that such employee has been employed by the employer for a period of at least one week prior to the termination of employment.

An employer shall be deemed to comply with the requirements of this sub-clause if on terminating the employment of any employee he gives that employee annual holidays or payment in lieu thereof in accordance with clause 10 hereof.

(f) *Employees Absenting Themselves.*—No employee shall, without just cause, be absent from his or her place of employment during the prescribed hours whilst there is work ready to be done by such employee, and where weekly wages are fixed, the employee, to be entitled to the sums so fixed, must be available and ready and willing to do the work on the days and during the hours fixed by this Determination.

14A.

PART-TIME EMPLOYEES.

Females may be employed as part-time employees in any branch of the clothing industry covered by this Determination upon and subject to the following terms and conditions:—

- (a) They shall be journeywomen within the meaning of the said Determination.
- (b) They shall be employed for not less than 20 hours in any week.
- (c) They shall not be employed both on time work and piece work or both on time work and task work in any week.

- (d) If time workers, they shall be paid for each hour worked at the rate at least of 1/40th of the minimum weekly wage prescribed by this Determination for the class of work performed by them and if piece or task workers they shall be paid at the appropriate piecework rate or task rate payable under this Determination, but in no case shall any of such employees be paid less than so much of the minimum weekly wage prescribed by this Determination as is proportionate to the time worked by them.
- (e) The payment or deduction of payment in lieu of notice of termination of employment shall be 2/5ths of the pay of the preceding week of the employee concerned.
- (f) No employee employed or working as a full-time employee in any branch of the clothing industry on or after the 1st day of May, 1944, shall be employed or work as a part-time employee unless a permit in writing is obtained from the Secretary for Labour permitting such employee to be employed or to work as a part-time employee.
- (g) The provisions of the said Determination as regards annual leave and holidays shall apply to such part-time employees but they shall be paid in respect of the period of such annual leave and in respect of holidays only at the rate actually being received by them at such time.
- (h) Save as aforesaid all the provisions of this Determination shall apply to such part-time employees.

15.

TEMPORARY WORK.

Any presser-off employed in any week as a temporary employee for less than thirty hours (exclusive of overtime), shall be paid as follows:—

- (a) If on weekly wages—the ordinary time rate plus 33½ per cent.
- (b) If on piecework—the ordinary piece-work price plus 33½ per cent.

16.

OUTSIDE WORKERS.

(a) Any employer may cause any work covered by this Determination to be done for him by any person (hereinafter called an "outside worker") who shall be the holder of a current outside worker's licence issued to him by the Secretary for Labour authorizing him to work as an outside worker for such employer.

(b) Every such licence shall authorize the holder to work as an outside worker for one and only one employer named therein, and shall be current for a period specified therein not being more than six calendar months from the date of issue thereof.

(c) No such licence shall be issued unless the Secretary for Labour is satisfied that the applicant—

- (i) is in necessitous circumstances;
- (ii) cannot for some sufficient reason seek employment in a factory or workshop;
- (iii) is a person legally entitled to the benefits of this Determination and to recover the rates of pay herein provided, and
- (iv) will not as a result of the issue thereof be the holder of current outside worker's licenses relating to more than one employer.

(d) The Secretary for Labour may at any time in his discretion cancel such licence—

- (i) at the request of the holder;
- (ii) if he is satisfied that any of the conditions mentioned in the last preceding sub-clause is no longer complied with; or
- (iii) if he is satisfied that the holder has broken any of the conditions of such licence set forth in sub-clause (c) hereof.

(e) The conditions of any such licence shall be that the outside worker during the currency of such licence—

- (i) shall not do any work covered by this Determination in any workshop or factory or in the company of other persons then also doing any such work, except of persons holding current outside worker's licences and bearing to such outside worker the relation of parent, child, brother, sister, husband or wife.
- (ii) shall be a person legally entitled to the benefits of this Determination and to recover the rates of pay herein provided;
- (iii) shall not employ any labour whatsoever in connexion with the work entrusted to him;
- (iv) shall not permit any portion of the work entrusted to him to be done by any other person;
- (v) shall not suffer from any communicable disease or do any work in any place whereat any person is suffering from any communicable disease;
- (vi) shall keep in a bound book a correct and complete record in ink of the hours worked by him each day on any such work; and
- (vii) shall not work on any work covered by this Determination more than 40 hours in any one week.

(f) An employer by whom work is given to an outside worker shall—

- (i) not cause or permit him to do any part of such work in any workshop or factory;
- (ii) pay him the piecework prices prescribed by this Determination;
- (iii) pay him for each public holiday prescribed by this Determination occurring during the period he is doing such work for such employer one-fifth of the weekly wage prescribed by this Determination for employees doing similar work;
- (iv) record in a bound record book in which each page is consecutively numbered—
 - (1) the name and full address of the outside worker;
 - (2) the description, and number of articles or garments given to the outside worker; and
 - (3) the price paid or agreed to be paid for such work; and
- (v) obtain the signature of the outside worker to each entry in such book.
- (vi) shall pay him for annual leave in accordance with the provisions of clause 10 hereof.

(g) Any such record book so kept shall be open for inspection during business hours by (1) any person or persons authorized by the Secretary for Labour and (ii) any officer or officers of the Amalgamated Clothing and Allied Trade Union of Australia, provided that no more than two of such persons or two of such officers shall inspect such book at any one time.

(h) No employer shall have more than one outside worker plus such number of outside workers as bears to the number of workers directly employed by him in his usual workshop or factory a ratio not exceeding one to ten.

(i) Outside workers shall be provided free of charge with cotton, silk, thread and all other sewings and trimmings used in the manufacture of articles or garments.

(j) In the case of an employer delivering and/or collecting the work of any outside worker the same shall be done without charge to such outside worker.

17.

MISCELLANEOUS PROVISIONS.

(a) *Record of Time Worked and Wages Paid.*—(1) The employer shall provide in each factory, workshop, or place where there are fewer than 30 employees, and where work is carried on for him, a time and wages book. Such time and wages book:—

- (a) shall be in the English language and shall contain a correct account of the hours worked each day, and the wages received each week, by each employee;
- (b) shall be kept correctly entered up in ink; and
- (c) shall record clearly the actual date of each day, of each week, and also the date of the day on which the week ends.

(2) The employer shall provide in each factory, workshop, or place where there are not fewer than 30 employees, and where work is carried on for him, a time-book, or sheet, or record. Such time-book, or sheet, or record shall be in the English language and shall contain a correct account of the hours worked each day, and the wages received each week by each employee. Such time-book, or sheet, or record shall be kept correctly and entered up in ink.

(b) *Chairs to have Backs.*—(1) Where it is necessary for employees to sit at their work, seats shall be provided for the employees by the employer. Such seats shall be reasonably comfortable seats.

(2) A seat provided for any female employee shall have a back to it, unless the work of such employee cannot be conveniently done in such a seat, or unless the employee requests to be allowed to use a seat without a back to it.

(c) *Piece-work.*—No person shall be employed on piecework unless a piecework price is prescribed by this Determination, but when the employer imposes a task rate upon the employees for the weekly wage, the task conditions set out herein shall govern the fixation of the task.

(d) *Waiting for Work—Pieceworkers.*—Pieceworkers who, with the consent or at the request of the employer, wait for work on or about the factory or workshop of the employer for a period in any one day exceeding half an hour, shall be paid for such waiting time a sum calculated on the basis of the minimum weekly wage in their respective classes.

(e) *Collecting Logs.*—Where piece-work is in operation, the employer shall make arrangements for collecting the logs, and the employees need not leave their places.

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

(g) *Authorized Person may Enter Factory.*—(i) Any person or persons duly authorized in writing by the Secretary for Labour (such authorization to be terminable at the will of the Secretary for Labour) shall have power to inspect any part of a factory workshop or place where it is believed that a breach of this Determination is occurring or has occurred.

(ii) At least six hours' notice shall be given by the authorized person or persons (not exceeding two) prior to his or their actually going on the premises, and the employer shall be notified of his or their arrival, and shall in person (accompanied by a nominee, or by his nominees, not exceeding two) be entitled to accompany the authorized person or persons and shall provide access to the wages book or time-sheet or records of any employee including outside workers. The work and duties of the employees shall be interfered with as little as possible by the authorized person or persons.

(iii) The Secretary for Labour shall have power to dispense with the said six hours' notice on special application being made for any cause shown and supported by an affidavit setting out the facts. A certificate duly signed by the Secretary for Labour stating that such notice has been dispensed with shall be sufficient proof of such fact.

(h) *Union Official Visiting Employer's Establishment.*—(1) The employer shall permit any official of the Victorian Branch of the Amalgamated Clothing and Allied Trades' Union of Australia (authorized in writing by the Secretary for Labour) to enter from time to time his or her factory or workshop during the midday meal-time for the purpose of—

(i) collecting members' contributions;

(ii) posting union notices and interviewing employees on union matters relating to this industry and/or this Determination.

(2) Such authorized person shall inform the person in charge of his arrival before entering the workshop or factory. Such official shall have reasonable ingress into the factory and access to the employees. If any official so authorized makes himself objectionable during any such visit to the employer or his manager or foreman or any employee his right to visit may be terminated by the Secretary for Labour on the application of the employer.

(3) For the purpose of this clause the words "factory or workshop" shall include every room or place where work in respect of which a wage is prescribed by this Determination is carried out, together with the room in which the employees partake of their meals, notwithstanding that such room may be detached from or in a separate building from the main place of business of the employer.

18.

PIECE-WORK PRICES.

The minimum prices to be paid for the classes of work hereinafter referred to when performed on piece-work by employees, and the conditions which shall govern and apply to all such piece-work performed by employees, shall be the prices and the conditions prescribed for the classes of work hereinafter set out, with the following exception:—

Each piece-work price prescribed for males shall be increased by fifty-two per centum of such price.

Each piece-work price prescribed for female coat hands shall be increased by seventy-eight and one third per centum of such price.

Each piece-work price prescribed for female trouser and vest hands shall be increased by eighty-seven per centum of such price.

ORDER TAILORING.

Sac Coat.

Preamble.—Two pockets, with or without flaps, two inside jetted pockets, ticket pocket, in or outside, without flaps; fitting up; cuts in waist or elsewhere (one pair only); all edges, pockets, and buttons to be stayed; pocket tacks by hand; canvas through foreparts; also lapels and collar; haircloth through shoulders padded by hand, not exceeding 10 inches in length; three plies of wadding on shoulder point; wadding in wings; one puff in each eye; all linings felled; inside collar sewn on by hand; with or without back seam; one row of stitching by machine on edge; vent at cuff; with buttons; sewing on label and hanger; hand-made buttonholes, buttons sewn on by hand.

	Males.	Females.
	s. d.	s. d.
Standard starting price—by machine	35 1	21 2
When a worker does his or her own machining, add to the above price	1 11	1 4
When any of the undermentioned parts are done by hand on a machine coat, such part or parts shall be charged as an extra.		
One pair of cuts	0 6	0 4
Seaming on facings	1 11	1 4
Seaming side seams	1 0	0 8
Shoulder seams	1 0	0 8
Seaming sleeves in	1 0	0 8
Seaming back seam	1 11	1 4
Two outside pockets	3 10	2 8
Stitching edges, one row	2 10	2 0
Making sleeves and sleeve linings	1 0	0 8
Inside breast pocket	1 0	0 8
In or outside ticket pocket	0 6	0 4
Covering collar		
Exclusive of stitching flaps or welts, when pockets are seamed in partly by hand and partly by machine, two-thirds of hand price to be added.		

EXTRAS.

Sac coat (not provided for in the preamble).
Unless machine is specially mentioned, such extras are by hand.
If any extra is done by machine, charge half hand price.

OVER SIZES—HAND OR MACHINE.

Double-breasted coat	3 10	2 8
If 48 inches or over from hole to button when finished (chest measurement)	3 10	2 8
If double-breasted lapel collar or single-breasted coat	1 11	1 4

See previous note (18) re increase of above prices.

	Males.	Females.
	s. d.	s. d.
POCKETS.		
Flap pocket, mouth raised and stitched and stitched in facing	1 0	0 8
Flap or welts on, in, or outside patch pockets, each	1 0	0 8
Flaps not provided for, each	1 0	0 8
Outside breast pocket	2 10	2 0
Inside breast pocket	1 11	1 4
Ticket pocket, in or out, without flap	1 11	1 4
Each hole and button on pocket flap	0 6	0 4
Patch pocket, plain, without flap or welt, lined, unlined, each	2 10	2 0
Inside skirt pocket, welt or jetted, not exceeding 10 inches in width, each	1 11	1 4
SLEEVES.		
Vent at hand, with stitching around	1 5	1 0
Cuffs formed without stitching around	1 0	0 8
Cuffs formed with stitching around	1 11	1 4
Each hole and button in sleeve hand	0 6	0 4
False cuffs	1 0	0 8
False cuffs, if filled up	1 11	1 4
Gauntlet or bishop cuffs	3 10	2 8
Half-gauntlet cuffs	2 5	1 8
Wristlet or elastic cuffs	3 10	2 8
Plain row or gold or silver tracing braid around cuffs, each	1 0	0 8
Curis of lace, if crimped by workmen, each	1 11	1 4
Gold or silver lace around cuff, each row	1 11	1 4
Canvas through cuffs	1 0	0 8
VENTS.		
Back vent, not exceeding 10 inches in length	1 11	1 4
Back vent, over 10 inches up to 13 inches	2 10	2 0
Back vent, over 13 inches	3 10	2 8
Vent, with morning coat tack, extra	0 6	0 4
Back seam, single taped	1 0	0 8
Back seam, double taped	1 11	1 4
Back seam, felled or stitched inside in any manner	1 0	0 8
Side vents, each	1 0	0 8
STITCHING EDGES AND SEAMS.		
Binding edges	4 9	3 4
Flat braiding on sac coats, same as morning coats.		
Second row of stitching on edges, sac coat	3 10	2 8
Second row of stitching on all coats	3 10	2 8
Second row of stitching on all coats, if machined for the maker	Nil.	Nil.
Second row of stitching on all coats, if machined by the maker	0 6	0 4
Second row of stitching on bottom of all coats	1 11	1 4
Second row of stitching on bottom of all coats, if machined for the maker	Nil.	Nil.
Second row of stitching on bottom of all coats, if machined by the maker	0 6	0 4
Single-stitched and raised seams on sac coat	5 7	4 0
Double-stitched raised seams on sac coat	9 3	6 8
Single-stitched raised seams by machine	2 10	2 0
Double-stitched raised seams, machined by maker	4 3	3 0
Strapped seams, for every 3 inches or part thereof	0 4½	0 3
Binding edge, one side by hand, one side by machine	1 11	1 4
Edges of sac coat pricked by hand	5 7	4 0
Felled edges	3 10	2 8
<i>Unlined Sac Coats.</i>		
If unlined and hand finished inside, i.e., back of facing, bottom of coat, side seams and back seams felled, tacks covered by hand	1 11	1 4
If unlined, and binding finished inside, i.e., bottom of coat, back of facing, and seams bound	3 10	2 8
If lining at bottom of coat is not felled, but stitched and left open	0 6	0 4
WADDING AND PADDING.		
Double canvas through shoulders in all coats by hand	1 0	0 8
Double canvas through shoulders, sewn together by hand, and breast formed	1 11	1 4
Double canvas through shoulders, sewn together by machine, and breast formed	1 0	0 8
Shoulder or back pad, not exceeding six plies	1 0	0 8
Built shoulders, cloth, canvas, &c.	1 11	1 4
Yankee or formed shoulders, with puffs	4 9	3 4
Each extra pair of puffs in facing after first pair	0 6	0 4
Wings, by hand, per pair	1 0	0 8
Flannel seamed in with lining, by hand	1 0	0 8
Interlining body and back with flannel	1 0	0 8
HAIRCLOTH THROUGH SHOULDERS.		
If 4 inches below level of scye, with padding	1 0	0 8
If continued to waist with padding	1 11	1 4
If continued to full length of coat	3 10	2 8
BUTTON-HOLES AND BUTTONS.		
22 line or over or vest holes, per dozen	—	1 11
30 line or over or coat holes, per dozen	—	2 8
36 line or over or coat holes, per dozen	—	3 3
45 line or over or coat holes, per dozen	—	3 8
Covered buttons, per dozen	—	1 5
Eyelet holes, per dozen	—	1 0
Sewing on buttons, per dozen	—	0 8
SILK FACINGS.		
Full size, with material or domette underneath	5 7	5 7
Full size, without material or domette underneath	2 10	2 10
Small silk facing on turn, not exceeding 12 inches in length	1 11	1 11

See previous note (18) re increase of above prices.

	Males. s. d.	Females. s. d.
BASTES.		
Skeleton baste—		
With single-basted seams and one sleeve	1 11	1 4
Single-basted seams, one sleeve and collar	2 5	1 8
Single-basted seams, two sleeves and collar	2 10	2 0
With lapped seams, and one sleeve	2 10	2 0
With lapped seams, one sleeve and collar	3 5	2 4
With lapped seams, two sleeves and collar	3 10	2 8
Full baste, including wadding, padding, facings, seams pressed open	5 7	4 0
Forward try-on, including basting in two sleeves and collar when foreparts are made up	1 11	1 4
<i>Dress Lounge.</i>		
Preamble—To start with three pockets, the remainder to be the same as the preamble for sac coats.		
Standard starting price—By machine	33 8	33 8
For silk facings and other extras, see sac coat.		
<i>Norfolk Jacket.</i>		
Preamble—Same as fixed for sac coats.		
Standard starting price—By machine	35 1	21 2
Hand work, see sac coat.		
EXTRAS.		
Plaits, seamed and pressed over, single stitched, each	1 11	1 4
Plaits, seamed and pressed over, double stitched, each	2 10	2 0
Belt, single stitched	3 10	2 8
Belt, double stitched	5 7	4 0
Cartridge pockets, all round belt	2 10	2 0
Sleeves plaited or gathered into band at wrist, with two holes and buttons	3 10	2 8
If yoked back and front	3 10	2 8
If yoked at front only	1 11	1 4
If yoked at back only	1 11	1 4
If scalloped yokes at back and front	4 8	3 4
If scalloped yokes at back only	2 10	2 0
If scalloped yoke at front only	2 10	2 0
Basting plaits or belt in skeleton baste, each	0 6	0 4
Belt across back	1 11	1 4
For other extras, see sac coat.		
<i>Special Jackets.</i>		
Smoking, cricket, and boating jackets made of flannel, serge, Italian cloth, alpaca, russel cord, drill, silk, cotton, linen, duck, crash (white or coloured), or similar material—		
Preamble—Single-breasted, with five holes and buttons, two patch pockets, stitched edges, plain cuff, felled seams.		
Standard starting price—By machine	28 6	18 6
Corded edges	3 10	2 8
For other extras and hand work, see sac coat.		
<i>Chesterfield or Single-breasted Overcoat.</i>		
Preamble—Length not exceeding 45 inches; fitting up; three jotted pockets inside; two flap pockets outside; all edges, pockets, and buttons to be stayed; pocket tacks by hand; canvas through foreparts, lapels and collar; haircloth through shoulders, not exceeding 10 inches in length; padded by hand; three plies of wadding on shoulder point; one puff in each scye; all linings felled; under-arm seams; collar sewn on by hand; holes and buttons by hand; label and hanger.		
Standard starting price—By machine	40 9	25 6
When a worker does his or her own machining add to the above price	2 10	2 0
When any of the undermentioned parts are done by hand, on a machine-made coat, such part or parts shall be charged as an extra.		
One pair of cuts	0 6	0 3
Seaming on facings	2 10	2 0
Seaming side seams	1 11	1 4
Seaming shoulder seams	1 0	0 8
Seaming sleeves in	1 5	1 0
Seaming back seam	1 5	1 0
Two outside pockets	1 11	1 4
Stitching edges, one row	4 9	3 4
Making sleeves and sleeve linings	2 10	2 0
Inside breast pocket	1 0	0 8
In or outside ticket pocket	1 0	0 8
Seaming on outside collar	0 6	0 4
EXTRAS.		
Extras, chesterfields (if not provided for in the preamble).		
Unless machine is specially mentioned, the following extras are by hand.		
If any extras are done by machine, charge half hand price.		
OVER SIZES.		
If 52 inches or over from hole to button when finished (chest measurement)	3 10	2 8
Each additional 3 inches or part thereof, over 45 inches in length	1 0	0 8
Raised seams, whole coat, by hand	8 5	6 0
Raised seams, whole coat, by machine	3 10	2 8
Edges, when pricked by hand	9 5	6 8
Edges, each extra row of stitching by hand	4 9	3 4
Felled edges	5 7	4 0
BASTES.		
Skeleton baste—		
With single-basted seams and one sleeve	2 10	2 0
With single-basted seams, one sleeve and collar	3 4	2 4
With single-basted seams, two sleeves and collar	3 10	2 8
With lapped seams and one sleeve	3 10	2 8
With lapped seams, one sleeve and collar	4 3	3 0
With lapped seams, two sleeves and collar	4 9	3 4
TABS AND BELTS.		
Tab, with hole and button, by hand	1 11	1 4
Tab, with hole and button, by machine	1 0	1 0
Belt, one hole, two buttons, by hand	4 9	3 4
Belt, one hole, two buttons, by machine	2 10	2 0
Collar tab (swivel or otherwise), two holes and buttons, by hand	2 5	1 8
Collar tab (swivel or otherwise), two holes and buttons, by machine	1 5	1 0

See previous note (18) re increase of above prices.

										Males. s. d.	Females s. d.
LOOPS.											
By hand, each	1 0	0 8
By machine, each	0 4½	0 3
FLYS AND VENTS.											
Fly in front of coat, by hand	3 10	2 8
Fly in front of coat, by machine	1 11	1 4
Fly in back of coat, by hand	3 10	2 8
Fly in back of coat, by machine	1 11	1 4
Fly in front of cape	1 11	1 4
VENTS.											
Vents at side, under 6 inches, long, faced, or unfaced, each	1 0	0 8
Back vent, not exceeding 10 inches in length	1 11	1 4
Back vent, over 10 inches in length, up to 13 inches	2 10	2 0
Back vent, over 13 inches	3 10	2 8
Vent, with morning coat tack	0 6	0 4
Back seam, single taped	1 5	1 0
Back seam, double taped	2 5	1 8
Back seam, felled or stitched inside in any manner	1 5	1 0
SILK FACINGS.											
Full size, with material or domette underneath	7 6	5 4
Without material or domette underneath	3 10	2 8
Small silk facing on turn, not exceeding 12 inches	1 11	1 4
SEAMS.											
Strapped seams by machine	7 6	5 4
For other extras to seams, see extras on sac coat.											
For all other extras, see extras on other garments.											

Frock and Dress Coats.

Preamble.—Double-breasted, two plain pockets, and one inside breast pocket jetted; all edges, pockets, and buttons to be stayed; pocket tacks by hand; canvas through foreparts, lapel, and collar; haircloth through shoulders, padded by hand; three plies of wadding on shoulder; six rows of stitching in side body; collar sewn on by hand; one puff in each scye; all linings felled; holes and buttons; label and hanger.

Standard starting price—by machine	52 8	..	—
Dress coat with silk roll collar, to count as plain coat.												
When a worker does his or her own machining, add to the above price	2 10	..	—
When any one of the undermentioned parts is done by hand on a machine-made coat, such part or parts to be charged as an extra.												
One pair cuts	0 6	..	—
Under-arm seams	0 6	..	—
Waist seams	1 0	..	—
Lapel seams	1 0	..	—
Side seams	1 0	..	—
Shoulder seams	1 0	..	—
Plait pockets (two)	1 11	..	—
One inside breast pocket	1 0	..	—
Stitching edges	3 10	..	—
Making sleeves and sleeve linings	2 10	..	—
Seaming on outside collar	0 6	..	—
Joining coats	1 0	..	—
Seaming sleeves	1 0	..	—

EXTRAS.

Extras, frock and dress coats (if not provided for in the preamble).

If machine is not specially mentioned, all extras are by hand.

If any extra is by machine, charge half hand price.

Binding edges	5 7	..	—
Edges turned and felled or stoated	3 10	..	—
Braid laid flat on one side	5 7	..	—
Braid laid flat, double to waist	7 6	..	—
Braid laid flat, continued to full length	11 3	..	—
Braid laid flat, if back-stitched, extra	3 10	..	—
Galloon or binding, felled one side, and back-stitched the other	7 6	..	—
Cord on edge	5 7	..	—
Quilted back lining, in ¼ inch, half way down	3 10	..	—
Quilted sides in ¼ inch, half way down	3 10	..	—
Quilted sides in ¼ inch, half way down	7 6	..	—
Quilted back linings in ¼ inch, half way down	7 6	..	—
Plain side edges, with three buttons	1 11	..	—
Plain side edges, with one button	1 0	..	—
Flaps in waist	2 10	..	—
Flannel seamed in with sleeve lining	1 0	..	—
Back and body interlined with flannel	1 11	..	—
Plaits, felled down from outside, per pair	1 0	..	—
Pockets across skirts, welt or jetted, each	1 11	..	—
Pocket across skirt, plain, under flap, per pair	1 11	..	—
Silk facings on front of breast, without domette	3 10	..	—
Silk facings on breast, with domette or other material underneath	4 9	..	—
Full silk facing, without domette or other material underneath	4 3	..	—
Full silk facing, with domette or other material underneath	5 7	..	—

See previous note (18) re increase of above prices.

	Males.		Females.	
	s.	d.	s.	d.
BASTES.				
Skeleton baste—				
Single-basted seams and one sleeve	2	10	..	—
With single-basted seams, one sleeve and collar	3	8	..	—
With single-basted seams, two sleeves and collar	3	10	..	—
With lapped seams and one sleeve	3	10	..	—
With lapped seams, one sleeve and collar	4	3	..	—
With lapped seams, two sleeves and collar	4	9	..	—
Full baste, including wadding, padding, facings, and seams pressed open	7	6	..	—
Forward try-on	2	10	..	—
For other extras, see sac coat.				

Frock Overcoat.

By machine	52	8	..	—
Preamble—Frock overcoats to start same price as frock or dress coats, with all extras and additions for hand work to be the same.				

Morning Coat.

Preamble—Two plait pockets and outside breast pocket jetted; all edges, pockets, and buttons to be stayed, pocket tacks by hand, canvas through fore-parts, lapel and collar, and haircloth through shoulders not exceeding 10 inches in length, padded by hand, three plies of wadding on shoulders, six rows of stitching inside body, collar sewn on by hand; one puff in each eye, all linings felled, holes and buttons by hand, label and hanger.

Standard starting price, by machine	41	0	..	—
When a worker does his or her own machining, add to the above price	2	10	..	—
For all hand work, see frock and dress coats.				

EXTRAS.

Extras, morning coat (if not provided for in the preamble).
 All extras are by hand, if machine is not specially mentioned.
 If any extra is done by machine, charge half hand price.
 For all extras on morning coat, see sac, frock, or dress coats.

BASTES.

With single-basted seams and one sleeve	2	10	..	—
With single-basted seams, one sleeve and collar	3	4	..	—
Single-basted seams, two sleeves and collar	3	10	..	—
With lapped seams and one sleeve	3	4	..	—
With lapped seams, one sleeve and collar	4	3	..	—
With lapped seams, two sleeves and collar	4	9	..	—
Forward try-on	1	11	..	—
Full baste to include wadding, padding, facings and seams pressed open	6	7	..	—

POCKETS, ETC.

On shooting coats—

Hare pocket	2	10	..	—
Bag	3	10	..	—
Gun pieces	1	11	..	—

Inverness Cape.

Preamble—Two pockets, four holes in front and three in cape (unlined).

Standard starting price, by machine	35	1	..	19	10
When a worker does his or her own machining, add to the above price	1	11	..	1	4
For all hand work, see chesterfields.					

EXTRAS.

Extras, on inverness cape—

If 52 inches or over from hole to button when finished (chest measurement)	3	10	..	2	8
If garment be lined	5	7	..	4	0
Each additional 3 inches or part thereof over 45 inches in length	1	0	..	0	8

SEAMS.

Raised seams, whole coat, by hand	8	5	..	6	0
Raised seams, whole coat, by machine	4	3	..	3	0

EDGES.

Binding edge by hand	5	7	..	4	0
Binding edge, one side by hand, one side by machine	3	10	..	2	8
Corded edges, by hand	7	6	..	5	4
Edges, when pricked by hand	9	5	..	6	8
Edges, extra row of stitching by hand	4	9	..	3	4
Felled edges	5	7	..	4	0

BASTES.

Skeleton baste—					
With single-basted seams, one sleeve	2	10	..	2	0
With single-basted seams, one sleeve and collar	3	4	..	2	4
With single-basted seams, two sleeves and collar	3	10	..	2	3
With lapped seams, and one sleeve	3	10	..	2	8
With lapped seams, one sleeve and collar	4	3	..	3	0
With lapped seams, two sleeves and collar	4	9	..	3	4
Tab, with hole and button, by hand	1	11	..	1	4
Tab, with hole and button, by machine	1	0	..	0	8
Belt, one hole, two buttons, by hand	4	9	..	3	4
Belt, one hole, two buttons, by machine	2	10	..	2	0
Collar, tab (swivel or otherwise), two holes, and buttons, by hand	2	5	..	1	8
Collar, tab (swivel or otherwise), two holes, and buttons, by machine	1	11	..	1	4
Loops, by hand, each	1	0	..	0	8
Loops, by machine, each	0	4	..	0	3

See previous note (18) re increase of above prices.

	Males.		Females.	
	s.	d.	s.	d.
FLYS AND VENTS.				
Fly in front of coat, by hand	3	10	2	8
Fly in back of coat, by hand	3	10	2	8
Fly in front of coat, by machine	1	11	1	4
Fly in back of coat, by machine	1	11	1	4
Fly front in cape	1	11	1	4
Vents at side, under 6 inches long, faced or unfaced, each	1	0	0	8

Cassocks.

Standard starting price—By hand and by machine, as follows:—

Men's plain cassock of silk or thin cloth, four holes and buttons on each breast, by hand	42	1	26	5
Men's plain cassock of silk or thin cloth, four holes and buttons on each breast, by machine	31	11	20	0
Cassocks made from other material, less than above price	3	10	2	8
Long cassocks of silk or thin cloth, by hand	43	1	26	5
Long cassocks of silk or thin cloth, by machine	34	8	21	6
Long cassocks made from other material, less than above price	3	10	2	8

EXTRAS.

Extras on cassocks.				
Ten holes and buttons on long cassock	3	10	2	8
Belt, plaited	7	6	5	4
Belt, plaited, with cloth ends	8	5	6	0

Gowns.

	Males.		Females.	
	By Hand.	By Machine.	By Hand.	By Machine.
	s.	d.	s.	d.
Clergyman's gown, bishop's sleeves, silk	77	3	48	6
Clergyman's gown, bishop's sleeves, lustre or alpaca	70	2	44	0
Clergyman's gown, silk	73	8	46	3
Clergyman's gown, geneva, lustre, or alpaca	66	8	41	10
Barrister's gown, silk	73	8	46	3
Barrister's gown, alpaca or similar material	66	8	41	10
Student's or precentor's gown, silk	56	2	35	3
Student's or precentor's gown, other material	52	8	33	0

LIVERIES.

Coachman's Frock.

Preamble.—Single breasted, six holes and buttons, flaps across waist with pockets under, inside breast pocket or ticket pocket raw or bluff edges, cuffs with two holes and buttons in slit, side edges in plaits, wadding flesh basted in and lined throughout.
 Standard starting price—By machine, males, 44s. 11d.
 When a worker does his own machining, add to the above price, males, 2s. 10d.
 For hand work and extras, see frock and dress coats.

Groom's Frock.

Preamble.—Single breasted, with six holes and buttons, pockets, in plaits, side edges, inside breast pocket or ticket pocket raw or bluff edges, cuffs with two holes, and buttons in slit, wadding, flesh basted in, lined throughout.
 Standard starting price—By machine, males, 44s. 11d.
 When a worker does his own machining, add to the above price, males, 2s. 10d.
 For hand work and extras, see frock and dress coats.

Footman's Coatee.

Preamble.—Double breasted with sewn on lapels, five holes and buttons on each side, plait pockets, side edges, and sword flaps with buttons, inside breast pocket, raw or bluff edges, cuts in gorge or front, cuff with slit with two holes and buttons, wadding flesh, basted in, and lined throughout.
 Standard starting price—By machine, males, 47s. 9d.
 When a worker does his own machining, add to the above price, males, 2s. 10d.
 For hand work and extras, see frock and dress coats.

Footman's Dress Coatee.

Preamble.—Single breasted with stand collar, six corded notched holes and buttons in front, pointed flaps with pockets under, side edges in plaits, inside breast pocket, raw or bluff edges, cuffs with slit and two holes and buttons, wadding flesh basted in, lined throughout.
 Standard starting price—By machine, males, 47s. 9d.
 When a worker does his own machining, add to the above price, males, 2s. 10d.
 For hand work and extras, see frock and dress coats.

Coachman's Frock Greatcoat.

Preamble.—Double breasted with sewn on lapels, six holes and buttons on each side, flaps across waist with pockets underneath, inside breast pocket or ticket pocket, side edges, single stitched, raw or bluff edges, plain or round cuffs, lined throughout.
 Standard starting price—By machine, males, 50s. 7d.
 When a worker does his own machining, add to the above price, males, 2s. 10d.

EXTRAS.

	Males.	
	s.	d.
Extras on servant's greatcoat.		
Edges, double stitched, raw, extra	5	7
Seams raised and single stitched	5	7
Seams raised and double stitched	11	3
Seams raised and stitched, if prepared by the maker only	3	10
Single cape, sewn in with collar	1	5
Single cape, with band and holes and buttons	2	10
Single cape, lined, extra	2	1
Each additional real or sham cape	2	10

See previous note (18) re increase of above prices.

	Males.
	s. d.
EXTRAS ON LIVERY COATS.	
Edges stoated and stitched	2 10
Edges piped with cloth, without flaps	4 3
Edges piped with cloth, with flaps	5 7
Gold, silver, or worsted lace on plain collar	2 1
Gold, silver, or worsted lace on collar with anips	2 10
Gold, silver, or worsted lace on plain cuffs	1 5
Gold, silver, or worsted lace on slash cuffs	4 11
Gold, silver, or worsted lace on flaps	2 1
Gold, silver all round, pointed or plain flaps	2 10
Lace holes on collar, each	1 5
Diamond hips	2 10
Slash cuffs	4 11
Imitation slash cuffs	2 1
Corded notch holes	0 4½
Notched holes worked with twist, each	0 9
Epaulettes, each	0 9
Shoulder knots, each	1 5
Pointed flaps, with buttons under, extra	0 9

BASTES.
 For bastes, see frock and dress coats.
 Any part done by hand, or extras to liveries, not specified, see frock, dress coats, and chesterfields.

Military Uniforms.

Military officer's khaki cloth jacket (Commonwealth pattern).

Preamble.—Two outside bellow pockets with flaps, hole and button; two out breast pockets with flaps and plaits, hole and button, ticket pockets in belt, shoulder straps, pointed cuffs with or without waist seam, belt with hooks and eyes, belt hooks, vent at band, one pair of cuffs, hanger and label.

Standard starting price, by machine—Males, 52s. 8d.; females, 33s.

For hand work, see sac coat.

Military officers' khaki drill jackets to be 3s. 5d. less than khaki cloth.

Eyelet holes, 3s. 4d. per dozen.

British Warm.

British warm (Commonwealth pattern).

Preamble.—Double breasted, two outside pockets with flaps, one outside breast pocket, one inside breast pocket, shoulder straps, buttonhole cuff (two holes), vent at back, cuts under arm, collar tab, hanger, and label.

Standard starting price, by machine—Males, 49s. 2d.; females, 30s. 11d.

For hand work, see chesterfields.

Aviators' Coats.

Aviators' coats (Commonwealth pattern).

Preamble.—Double breasted, two outside pockets with flaps, one inside breast pocket, fly front, lapels seamed on, shoulder straps, vent at back, strap cuffs, hole and button, stand and fall collar with hooks and eyes, hooks at waist, cuts under arm, hanger, and label.

Standard starting price, by machine—Males, 49s. 2d.; females, 30s. 11d.

Military Officer's Greatcoat.

Military officer's greatcoat (Commonwealth pattern).

Preamble.—Double breasted, two outside patch pockets, one pocket inside, belt at back with three holes and buttons, gauntlet cuffs, sword vents with holes, stand and fall collar with hooks and eyes, plaited back, and vent, forepart of back half lined, all seams raw and otherwise, shoulder straps detachable, collar tab, label and hanger.

Standard starting price, by machine—Males, 63s. 2d.; females, 39s. 8d.

For hand work, see chesterfields.

	Males.	Females.
	s. d.	s. d.
EXTRAS.		
Try-on	3 10	2 10
Snobs thumbs, each	1 0	0 8
Saddle cloth	1 11	1 4
Dummy fly	1 0	0 8
Gorget patches, sewn on	3 10	2 8
Gorget patches, detachable	5 7	4 0
Naval shoulder straps, per pair	7 6	5 4

DEDUCTIONS.

Deductions for undersized coats, youths' and boys'.

Dress lounge, Norfolk jacket, special jackets, and sac coats.

Youths'—if 38 inches or less from hole to button when finished (chest measurement) 3 10 .. 2 8

Boys'—if 34 inches or less from hole to button when finished (chest measurement) 7 6 .. 5 4

Chesterfield or single-breasted overcoat and inverness.

Youths'—42 inches or less from hole to button when finished (chest measurement) 3 10 .. 2 8

Boys'—38 inches or less from hole to button when finished (chest measurement) 7 6 .. 5 4

Other deductions on coats (if same be comprised in the preamble).

If without hair cloth or substitute for hair cloth 1 5 .. 1 0

If preamble hair cloth be put on by machine 1 0 .. 0 8

If fitting-up be done for the maker of the coat 1 0 .. 0 8

Each inside breast pocket provided for by the preamble, but not in coat when finished 1 0 .. 0 8

Each inside or outside ticket pocket provided for by the preamble, but not in coat when finished 1 0 .. 0 8

If lapels be not padded by the maker of the coat 0 1 .. 0 4

If inside collar be not padded by the maker of the coat 0 8 .. 0 4

If buttonholes be not put in by the maker of the coat 1 0 .. 0 8

If front edge buttons be not put on by the maker of the coat 0 4½ .. 0 3

If label be not put on by the maker of the coat 0 3 .. 0 1½

If no cuts or darts in coat 0 4½ .. 0 3

If inside collar be put on by machine 0 6 .. 0 4

See previous note (18) re increase of above prices.

	Males.		Females.	
	s.	d.	s.	d.
ALTERATIONS AND REPAIRS.				
Coats—				
Collar—				
Off	3	2½	2	0
Part off	2	1	1	4
Off and shortened	4	3	2	8
Recovering collar	4	3	2	8
New collar	8	5	5	4
Shoulders out	2	1	1	4
Shoulders part out	1	1½	0	8
Side seams out in body coat	4	3	4	3
Side seams, if part out in body coat	3	2	3	2
Plaits out, including pockets	6	4	4	0
Plaits out, no pockets	5	4½	3	4
Across skirts	5	4½	3	4
Shortened or lengthened body coats	2	1	2	1
Lengthened sac coat	3	2	2	0
Lengthened sac coat and facing	5	4½	3	4
Shortened coats	2	1	1	4
New skirts	12	8	7	11
Lapels off	10	6	6	7
Lapels part off	6	4	4	0
New lapels	19	0	11	11
Hollowing back seam	1	1½	0	8
Altering back seam through tack	2	1	1	4
Stumping back of body coat	4	3	4	3
Back right out and through plaits of body coat	14	9	14	9

SLEEVES.				
Right out	5	4½	3	4
Right out (machine)	4	3	2	8
Part out	2	8	1	8
Let out or taken in at top when out	1	1½	0	8
Let out or taken in at cuff	2	1	1	4
Shortened or lengthened, plain	2	1	1	4
Lengthened with hand facings	3	2½	2	0
Shortened or lengthened with button cuff	4	3	2	8
Relining body of coat	4	3	2	8

ALTERING SIDE SEAMS.				
Of sac, right through	4	3	2	8
Part out	3	2½	2	0
Of sac, if taped	6	4	4	0
Of sac, if taped, part out	4	3	2	8
Of chesterfield, right through	5	4½	3	4
Altering back seam of sac coat only	2	1	1	4
Hollowing back seam of sac coat only	1	1½	0	8
Altering back seam of chesterfield	3	2½	2	0
Hollowing back seam of chesterfield	1	0½	1	0
Front edges off—				
Without holes	6	4	4	0
With holes	8	5	5	4
With fly	12	8	7	11
Back right out of sac coat	8	6	5	4
Back right out of chesterfield	9	0½	5	11

ALTERATIONS AND REPAIRS.				
<i>Trousers and Vests.</i>				
Vests—				
Let out or take in side seams	2	1	1	2
Top of back and shoulder seams out	1	1½	0	7
Vest shortened from top or bottom	1	5	0	10½
No collar vest, made one hole and button, lower	2	1	1	2
Roll, step collar, or stand collar vest, made into no collar vest	4	3	2	1
New back and back lining	2	10	1	9
New forepart lining, if back or shoulder not altered	2	1	1	2
Ripping and re-cleaning vest for re-making	2	1	1	2

<i>Trousers.</i>				
Side seams out from pockets through bottom	3	2½	1	9
Side seams out from top and bottom, with pockets	6	4	3	6
Leg seam out from fork through bottom	3	2½	1	9
Seat seam, crutch, and part of leg seam out	3	2½	1	9
Seat seam only	1	1½	0	7
Seat seam, with crutch lining off and put on again	2	1	1	2
Trousers shortened or lengthened	2	1	1	2
Trousers lengthened and faced	3	2½	1	9
Trousers, more dress taken out of leg seam and front	2	1	1	2
Reseating trousers	3	2½	1	9
Large seat lining to cover seatings	1	1½	0	7
Ripping and cleaning trousers for re-making	4	3	2	1
Lowering the waist	4	3	2	1
Raising the waist	5	3½	2	11½

See previous note (18) re increase of above prices.

	Price— Men's. s. d.
PRESSING ORDER CLOTHING.	
Schedule of Prices—	
Frock and dress, including uniform frock and dress and livery	4 9
S.B. pagets or beauforts	2 4
D.B. pagets or beauforts and all oversizes	2 4
S.B. sac	1 9
D.B. sac, and all oversizes	1 9
Chesterfield	2 4
Usters and centennials	2 10
Covert coats	2 0½
Cassocks	3 8½
Capes	0 7½
S.B. unlined sacs	1 3
D.B. unlined sacs, and all oversizes	1 3
Silk chesters and sacs	1 3
Hollands, white coats, flannel, flannelette, and alpaca	0 9
Denim, dungaree, and canvas	1 6½
Eton or stewards' jackets	2 4
Military overcoats	1 6½
Tunics	1 6½
Military jumpers	1 6½

VESTS.	
Vests, clerical, dress, white, marocella, white pique, white drill, or similar material	0 10½
Vest, cassock	1 1½
Vest, plain or with collar	0 7½
Stable vest, without sleeves	0 7½
Stable vest, with sleeves	0 9

TROUSERS.	
Plain trousers	1 1½
Full fall, including shaping	1 6½
Riding pants, military	1 5
Shaping riding pants, military	0 6
Other riding pants—	
Including shaping	2 11½
With leggings, including shaping	3 9
K.B. trousers	1 0
Drill, duck, canvas, dungaree, denim, white, and coloured moleskins	0 9
Military trousers	1 1½
Shaping trousers and pants	0 6
Trousers prepared by presser for fitting on	2 0
Trousers, strapped	0 1½
Cuff bottoms on trousers	0 1½

	Malee. s. d.	Femalee. s. d.
EMPLOYEES DOING THEIR OWN MACHINING.		
Sac coat, dress lounge, norfolk jacket, special jackets	1 11	1 4
Chesterfield, or single-breasted overcoat	2 10	2 0
Frock and dress coats	2 10	—
Frock coats of all descriptions and greatcoats	2 10	—
Morning and paget coats	2 10	—
Capes	0 6	0 4
Plain vest, or with collar	—	0 8
Stable vest	—	1 0
Trousers and pants	—	0 8½
Trousers strapped	—	1 1
Whole falls	—	0 10½
K.B. trousers	—	0 9
Youths', one-quarter less than men's.		
Boys', one-third less than men's.		

SPECIAL NOTICE.

PRESSING OFF.

Should any garment be pressed off for a female, no deduction shall be made.

Should a female press off any garment, such shall be an extra, and she shall be paid the prices provided herein (see order pressing schedule).

Should any garment be pressed off for a male operative, the price set out in the schedule for pressing may be deducted.

All extras will not necessarily appear under the particular garment the operative may be making. Wherever the extra appears, the price provided for such extra shall be paid.

Should any extra be not specified in this Determination the operative shall be paid for such extra on the actual time worked, based on the weekly wage fixed in the Determination.

Garments specified in the Determination may change with the fashion. In such cases, if any item in the Determination for another garment is applicable, such shall operate.

VEST (ORDINARY).

Preamble—Fitting up, four pockets, welts, all edges, buttons, and pockets to be stayed; tacks by hand; canvas through foreparts; holes and buttons and back straps; all linings felled.

Standard starting price, by machine—females, 7s. 11d.

Garment to be pressed off for female.

If female presses off the vest, such will be an extra as provided for in the schedule for pressing off garments.

When the maker does her own machining, 8d. extra.

See previous note (18) re increase of above prices.

HAND WORK ON ORDINARY TROUSERS.

When any one of the undermentioned parts is done by hand on machine-made trousers, such shall be an extra, as follows:—

	Females.	
	s. d.	
Seaming half-side seams	1 0	
Seaming side seams right through	2 0	
Seaming half-leg seams	0 8	
Seaming leg-seams right through	1 4	
Seaming seat seams	0 8	
Seaming bands on	0 8	
Stitching around waist	0 8	
Making fly and seaming lining on front	0 8	
Stitching fly in	0 4	
Stitching front of fly	0 4	
Button catch	0 8	
Pockets	0 8	
Making strap and buckle	0 8	

	Females.	
	By Hand.	By Machine.
	s. d.	s. d.
EXTRAS.		
Extras, ordinary trousers—		
Pockets—		
Fob pockets, each	1 4	1 0
Side or cross pockets, each pocket	1 4	1 0
Hip pocket, hole and button, cash pocket, hole and button, and all other extra pockets each	1 4	1 4
French bearer	1 4	1 4
SEAMS.		
Raised or overlaid side seams, if prepared by maker	2 0	0 8
Raised or overlaid side seams, if not prepared by maker, no extra.		
Lapped seams	1 4	0 8
Braid down side seam, silk or worsted	2 8	1 0
Gold or silver braid down side seam	6 7	—
Stripe scarlet cloth down side seams sewn on	2 8	1 4
Stripe scarlet cloth down side seams felled on	5 4	—
Stripe gold or silver lace down side seam	6 7	—
Stripe gold or silver lace down side seam felled or stitched on	10 7	—
Stripe gold or silver lace down side seams pricked on	11 11	—
Seams, serged top side only	0 8	—
Seams, serged top and under	1 4	—
Leg seams, felled each side	1 4	—
Side seams, felled each side	1 4	—
Leg seams, turned down and felled	0 8	—
Seat seams, turned over and felled	0 8	—
All seams piped	3 4	—
BOTTOMS.		
Bottoms faced up 9 inches with tweed, canvas, or other material	2 0	—
Bottom buttons, with stays inside	0 8	—
Bottom buttons, with stays outside	1 4	—
Round or taped bottoms, two fellings	1 4	—
Cuff bottoms	0 8	—
Cuff bottoms, sewn on or with one row extra felling	1 0	—
Leathers all round bottom	1 4	—
STRAPS, LOOPS, AND BELTS.		
Strap and buckle, if eased from hip	2 8	1 4
Leather belt sewn on	2 0	—
Leather belt sewn on, if eased in flannel	2 8	—
Strap and buckle (additional)	1 4	0 8
Sewing on machine-made strap and buckle	0 4	—
Leather tabs for chains	2 0	—
Loops, if additional to strap	0 8	—
LINING TROUSERS.		
Cotton lined	2 0	1 4
Cotton lining, if interlined with domette	3 4	1 8
Cotton lining, after trousers are finished	4 0	2 0
Large seat lining, over 6 inches by 5, extra	0 8	—
Flannel or silk lining	3 4	—
Chamois lining to knees	5 4	—
Chamois lining to bottom	6 7	—
Knees, lined	1 4	—
STITCHING AND PUFFS.		
Puff in hand	1 4	1 4
Stitching by hand across top of trousers	1 1	—
Full fall, trousers, extra	2 11	—
Split fall, trousers, extra	2 11	—
BASTING TROUSERS.		
Try-on trousers, full baste	2 8	—
Basting leg seams, seat seams, and bottoms	1 4	—
Basting seat seam and bottoms	8	—
Basting seat only	0 4	—
Basting bottoms only	0 4	—

See previous note (15) re increase of above prices.

							Females.
							<i>s. d.</i>
<i>Overizes.</i>							
Men's trousers, 43 inches to 48 inches, inclusive from hole to button, extra	0 8
Men's trousers, over 48 inches, from hole to button, extra	1 4

							Females.
							<i>s. d.</i>
<i>Deductions.</i>							
<i>Undersizes—</i>							
Youths' trousers, 30 inches and under, from hole to button, less than men's in each class	0 8
Boys' trousers, 27 inches and under, from hole to button, less than men's in each class	1 4
Fitting up	0 4
Leathers or heel stays	0 8
Button holes, per pair of trousers	0 7
Buttons, sewing, per pair	0 7
Evening dress trousers.							
Standard starting price, by machine—females, 9s. 3d.							
For hand work and extras, see ordinary trousers.							

BREECHES.

Preamble—Two pockets, with or without waist bands; if without bands, stitching around waist, crotch lining, not to exceed 3 inches, tops bound or turned in, back straps, slit at knee with four holes and buttons; leg and seat seams sewn by hand.

Standard starting price, by machine—females, 15s. 2d.

Garment to be pressed off and shrunk for female, without deduction.

If a female presses off or shrinks the breeches, such will be extra; and she shall be paid the prices set out in the schedule for pressing off garments.

When the maker does her own machining to breeches, extra 9d.

For items done by hand, see trousers.

							Females.
							<i>s. d.</i>
<i>EXTRAS.</i>							
<i>Extras on Breeches.</i>							
Continuations, by hand, with four holes and buttons or eyelet holes	5 4
Continuations, by machine, with four holes and buttons or eyelet holes	2 8
Sewing or felling down leg seams	1 4
Garter, with buckle, by hand, per pair	2 0
Garter, with buckle, by machine, per pair	1 4
Knees lined	0 8
Each hole and button in frog mouth	0 4
Cuts under knee in breeches, if taped right across, per pair	0 8

Strapping.

Knee strapped, felled and stitched, or double stitched, by hand	4 0
Knees strapped, felled and stitched, or double stitched, by machine	2 0
Each row of diagonal stitching, per row, by hand	0 4
Seats strapped, not over 6 inches from centre, by hand	2 8
Ditto, by machine	1 4
Seat strapped to knee, half way up seat seam, by hand	5 4
Seat strapped to knee, half way up seat seam, by machine	2 8
Strapping from fork to calf, new trousers	5 4
Ditto, by machine	2 8
Trousers strapping to be paid same as breeches.							

RIDING PANTS.

Preamble—Two pockets, straps or loops, one eyelet hole, with strings.

Standard starting price, by machine—females, 9s. 3d.

Hand work, extras and deductions, same as ordinary trousers.

CYCLING OR ATHLETIC BREECHES AND KNICKERS, OR SIMILAR GARMENTS.

Preamble—With two pockets, top turned in or bound, buckle and strap or loops for belt, and brace buttons on top, four h and buttons on each knee or garter, with hole and buttons or buckle.

Standard starting price—By machine, females, 9s. 3d.

Garment to be pressed off and shrunk for female.

If female presses off or shrinks the trousers, such shall be extra, and she shall be paid the prices set out in the schedule for pressing off garments.

When the maker does her own machining, extra 9d.

All other hand work, extras and deductions, as per breeches and trousers.

SHOOTING OR RIDING LEGGINGS.

Preamble—With eight holes and buttons, swelled edges.

Standard starting price, females—by hand, 9s. 3d.; by machine, 7s. 3d.

							Females.
							<i>s. d.</i>
<i>EXTRAS.</i>							
Tongues	1 4
Double stitched seams, by hand	1 4
Double stitched edges, by hand	1 4
Strap and buckle, at top, per pair	0 8
Leather for stirrup in front	1 4
Fly, by hand	2 8
Fly, by machine	1 4

SHORT GAITERS OR SPATS.

Preamble—With five holes and buttons, swelled edges.							
By hand	7 3
By machine	5 4
Double stitched seams and edges	1 4

See previous note (18) re increase of above prices.

										Females.
										<i>s. d.</i>
BASTING BREECHES.										
Skeleton baste										1 4
BASTING LEGGINGS.										
Basting one legging with fly and buttons, edges not turned in										0 8
										Per dozen.
										<i>s. d.</i>
READY-MADE CLOTHING.										
PIECE-WORK PRICES FOR CUTTING—CUTTING WITH SHEARS.										
<i>Men's.</i>										
Chesters—										
S.B., lined										6 4
S.B., unlined										7 1½
D.B., lined										7 1½
D.B., unlined										7 4½
Extras for capes on chesters										0 10½
Extras for yokes and plaits on chesters										0 10½
Where chesters are 36 inches and under in length, deduct										0 10½
S.B. sac suits (if separation in vests or coats, or both, for cutting pockets)										9 1
S.B. sac suits (without separation)										8 5½
Motor coats, S.B., washing material										6 4
Motor coats, D.B.										7 3
Motor cycle coats, washing material										5 2
S.B. sac coats lined										4 7½
COATS, SAC, S.B.										
Unlined, drill or duck (flax or linen)										5 2
Unlined, all other cotton material										4 4½
Alpaca or Sicilian										4 4½
Silk										4 9
Jumper, denim or dungarees										3 10½
Norfolk or sport										6 11
Football jackets										3 10½
COATS.										
Sac, D.B.										5 7
Frock coats of all descriptions										6 11
Beauforts or pagets										6 11
VESTS.										
S.B. plain										1 11
S.B., with collar										2 0½
D.B.										2 1
Stable, with back										2 7
Stable, with back and sleeves										3 1
Cloth edging on vest, extra										0 6
TROUSERS.										
Ordinary										2 1
Cotton Tweed—										
Less than 14 dozen, in line										2 1
If 14 dozen or more in line										1 11
Mole										1 11
Linen drill, canvas or duck										2 5½
Denim or dungaree										1 6½
Denim or dungaree, with double seats or knees										1 9½
Denim or dungaree, bib, and brace										2 1
Cotton washing materials										1 9½
K.B.										1 9½
Football, K.B.										1 3½
Bicycle, K.B.										2 1
Dress taken out of trousers										0 4½
Hip pocket cut in trousers										0 4½
Combination, denim or dungaree										3 10½
Youths.										
DESCRIPTION.										
Chesters										5 2
Chesters, with capes or yokes and plaits										5 7
Suits, sac										6 11
Coats, sac, all material										3 9
Vests										1 5
Cloth edging on vests										0 4½
TROUSERS.										
Denim or dungaree										1 3½
Denim or dungaree, with double seats or knees										1 6½
Mole										1 8
Any other material										1 9½
Dress taken out of trousers										0 3
Hip pocket cut in trousers										0 3
Jackets, football										3 5½

See previous note (18) re increase of above prices.

Juveniles.

Description.	Sizes 00 to 12.		Sizes 12 and over.	
	Cotton Washing Material. Per dozen.	Other Material. Per dozen.	Cotton Washing Material. Per dozen.	Other Material. Per dozen.
SUITS.				
Fancy, 3 garments	s. d. 4 11	s. d. 5 2	s. d. 5 5	s. d. 5 7
Plain, 3 garments	5 2	5 5	5 7	5 10
Plain, 2 garments	3 7½	3 10½	4 0	4 3
Two garments, with belts, plaits, and yokes	4 3	4 6	4 9	4 11
Sailor, K.B.	3 4	3 5½	3 7½	3 9
Tunic, when right and left foreparts are cut separately	4 10½	5 0½	5 2	5 6½
Tunic, with pocket let in one forepart (foreparts cut together)	4 4½	4 7½	4 10½	5 0½
Tunic, without separation of foreparts	3 6	3 9	3 10½	4 1½
Trousers K.B.	1 0	1 0	1 1½	1 1½
Chesters	3 7½	3 10½	4 11	5 2
Capes, extra	0 6	0 6	0 6	0 6
Yokes and plaits, extra	0 6	0 6	0 6	0 6

SPECIAL CONDITIONS, STOCK CUTTERS.

DEDUCTIONS APPLYING TO ALL GARMENTS.

Machina.

If work cut for cutter by machine—One-fourth off.
 When cutter machines his own work—One-sixth off.
 When cutter machines his own work—
 With an electric cutter—One-fourth off.
 With any other machine—One-fifth off.

Hand-knife.

Stock work cut by hand-knife—One-sixth off.
 Mole work cut by hand-knife—5 per cent. off.

EXTRAS APPLYING TO ALL GARMENTS.

Special Work.
 Singles—Double rate.
 Two thick—One-half extra.
 Three thick—One-quarter extra.
 When a tape or measure is used in altering the size of garments, cut as ready-made, extra on piecework prices—One-fifth extra.
 When single width material is laid up singly to check the shades—5 per cent. extra on piecework prices.

PIECEWORK PRICES FOR PRESSING READY-MADE CLOTHING.

DESCRIPTION—MEN'S AND YOUTHS'.

Description.	Men's.	Youths'.
	Per dozen. s. d.	Per dozen. s. d.
SACS, LINED.		
Worsted, serge, vicuna, sergette, and faced cloths	11 9	7 8
D.B. tweed, and all over-sizes	10 5	—
S.B. tweed, ordinary sizes (3 to 7)	8 0	6 7
Sacs, unlined—		
Pilot or D.B. worsted, serge, vicuna, sergette and faced cloths, and all over-sizes	8 0	6 7
S.B. worsted, serge, vicuna, faced cloth and sergette	6 7	4 0
Tweed	6 7	4 0
Silk	8 0	6 7
Holland, white flannel, alpaca	4 0	3 4
Denim or dungaree	6 7	4 11
Canvas, flannelette	—	—
D.B. OVERCOATS.		
Lined	15 6	10 9
Unlined	14 3	9 10
S.B. OVERCOATS.		
Lined	14 3	9 10
Unlined	12 8	8 11
Silk overcoats	14 3	9 10
Motor coats, washing	12 8	9 7
Shrinking, 1d. per yard.	—	—
VESTS.		
Worsted, serge, sergette, vicunas, faced cloth, white silk, fancy, D.B., and oversizes	3 6	3 1
Tweed and linen, and flax material	2 5½	2 0
Stable, with sleeves	8 2	—
Stable, without sleeves	4 6	—
Canvas, flannelette	2 1	1 10
TROUSERS.		
Worsted, serge, sergette, vicunas, faced cloth, and riding	5 0	3 6
Full falls	6 1	—
Riding pants and strapped	8 0	—
Riding pants, with leggings	12 9	—
K.B.	4 6	2 5½
White drill and silk, linen or flax materials	5 0	3 9
Dungaree and denim, or cotton washing materials	2 5½	1 11
Canvas, flannelette	3 3	2 3
Tweed, all classes	4 6	3 4

See previous note (18) re increase of above prices.

Juveniles.

	Worsted, Serge, Twill, Sergette, Corkcree, and Faced Cloth.		Other Material.	
	Sizes 00 to 8. Per dozen.	Sizes 9 to 13. Per dozen.	Sizes 00 to 8. Per dozen.	Sizes 9 to 13. Per dozen.
JACKETS, K.B.				
Without collar	s. d. 3 1	s. d. 3 6	s. d. 2 5½	s. d. 3 1
With step collar	5 0½	6 7	4 7½	6 1
With Prussian collar	4 0	5 0½	3 6	4 7½
With sailor or fancy collar	4 7½	5 7	4 0	5 0½
With belt and plaits, no collar	3 6	4 7½	3 1	4 0
With belt and plaits and Prussian collar	4 0	5 0½	3 6	4 7½
With belt and plaits, and step collar	5 7	7 0	5 0½	6 7
Vests	2 0½	2 5½	1 6½	2 0½
K.B. trousers	2 0½	2 5½	1 6½	2 0½
S.B. chesters	6 1	7 7½	6 1	7 7½
D.B. chesters and reefers	6 1	7 7½	6 1	7 7½
Riding breeches	6 1	7 7½	6 1	7 7½

FINISHING TROUSERS.

The following prices shall be paid for finishing men's and youths' ready-made trousers:—

	Females. s. d.
Felling bottoms of trousers—	
Men's mole or tweed	2 3
Men's worsted	2 8
Youths' moles or tweed	2 0
Youths' worsted	2 4
FELLING BAND LININGS OF TROUSERS.	
Men's	2 7
Youths'	2 4
Felling the side of cross pockets, men's, youths', and boys' trousers	0 5½
Felling the side of side pockets, men's, youths', and boys' trousers	0 9½
Putting tacks between buttonholes in fly, and cutting off ends	0 4½
Hook and eye on trousers	1 0
Felling seat linings in trousers	0 8
Fly tacks by hand	0 8
Herring-boning bottoms of trousers	4 0
Felling bottoms of cotton, crash, khaki, drill, linen, and similar material turned in twice	4 0
TROUSERS.	
Buttonholes, if done by hand	4 0
Buttons sewn on by hand	2 5½
Pocket tacks, if done by hand	1 9½
Cross stitching down centre of back linen	0 3½
Cross stitching down sides of back linen	0 3½
Ticket sewn on by hand	0 3½

See previous note (18) re increase of above prices.

PERIODICAL ADJUSTMENT OF WAGES.

19. The wages rates set out in clause 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 the rates for adult males shall be automatically adjusted as prescribed in clause 20.

Basic Wage.

Place.	Industry Needs Basic Wage (Adjustable).	Constant Loading (Non-Adjustable).	Industry Loading (Non-Adjustable).	Special Loading (Non-Adjustable).	Total Male Minimum Rate.	Index Number Set Assigned.
Throughout the State	£ s. d. 5 14 0	£ s. d. 0 5 0	£ s. d. 0 5 0	£ s. d. 0 2 0	£ s. d. 6 6 0	Six Capital Cities (Weighted Average).

ADJUSTMENT OF BASIC WAGE.

20. (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 May, 1949, the amounts of the basic wage shall be as prescribed in clause 19.

(c) During each future successive period beginning with the first pay period to commence in a May, or a November, the amount of the needs basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's "all items" retail price index number for the six months ending March or September next, preceding the half year for which the adjustment is made by the factor .037 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) In all cases where for the same class of work the same rates have been prescribed for journeywomen or adult females as are prescribed in this Determination to be paid to journeymen or adult males, the rates for such journeywomen or adult females shall be increased or decreased in the same manner and by the same amount as the rates for journeymen or adult males.

(e) Adult female rates (other than those provided for in sub-clause (d) hereof) shall be adjusted at the same time as adjustments may be made to adult male rates as prescribed in sub-clause (c) hereof, by increasing or decreasing the said female rates by 75 per cent. of the amount by which the rate in this Determination prescribed for the lowest paid adult male worker is increased or decreased.

(f) APPRENTICES OR IMPROVERS.

The minimum rates of wages to be paid to apprentices and improvers in all groups of the industry shall be as follows:—

(i) Males—

Experience.										Per Week Percentage of Needs Basic Wage (to Nearest Sixpence).		
										%		
1st six months	23	
2nd six months	27	
3rd six months	32	
4th six months	36	
5th six months	48	
6th six months	56	
7th six months	79	
8th six months	92	
9th six months	104	
10th six months	108	

and thereafter at least the minimum weekly wage or piece work rate.

(ii) Females—

Experience.										Per Week Percentage of Needs Basic Wage (to Nearest Sixpence).		Per Week Special Loading.	
										%		s. d.	
1st six months	30	5	0
2nd six months	34	5	0
3rd six months	38	5	0
4th six months	44	5	0
5th six months	50	5	0
6th six months	56	5	0
7th six months	64	5	0
8th six months	72	5	0

and thereafter at least the minimum weekly wage or piece work rate.

(iii) Female improvers who have attained the age of 18 years but who are under the age of 21 years, when commencing in the industry.

Experience.										Per Week Percentage of Needs Basic Wage (to Nearest Sixpence).		Per Week Special Loading.	
										%		s. d.	
1st six months	50	5	0
2nd six months	56	5	0
3rd six months	64	5	0
4th six months	72	5	0

and thereafter at least the minimum weekly wage or piece work rate.

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

J. V. WILLOX, Secretary.

Melbourne, 30th November, 1948.

THE UNIVERSITY OF CHICAGO



VICTORIA
GOVERNMENT GAZETTE.

Published by Authority.

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

No. 62]

TUESDAY, FEBRUARY 1.

[1949

Factories and Shops Acts.

DETERMINATION OF THE KNITTING TRADE BOARD.

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

(b) Work on Sunday, except in certain prescribed circumstances, is prohibited by the *Factories and Shops (Sundays) Act 1932, No. 4102*.

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

- (i) knitting or crocheting fabric, or any article of human wear;
- (ii) mending or repairing any knitted or crocheted fabric, or any knitted or crocheted article of human wear;
- (iii) spinning or preparing silk yarn;
- (iv) the printing of jersey piece goods or the like knitting materials"—

has made the following Determination, namely:—

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

2. (a)

JUNIORS.

Males.	Wages per Week of 40 Hours.	Females.	Wages per Week of 40 Hours.
Age.	£ s. d.	Age.	£ s. d.
Under 16 years of age	2 1 0	Under 16 years of age	2 1 0
16 years of age	2 7 6	At 16 years of age	2 6 0
16½ years of age	2 11 6	At 16½ years of age	2 10 0
17 years of age	2 17 0	At 17 years of age	2 16 0
17½ years of age	3 2 0	At 17½ years of age	3 1 0
18 years of age	3 13 6	At 18 years of age	3 5 6
18½ years of age	4 1 6	At 18½ years of age	3 10 6
19 years of age	4 8 6	At 19 years of age	3 15 6
19½ years of age	5 0 0	At 19½ years of age	4 0 0
20 years of age	5 5 6	At 20 years of age	4 4 6
20½ years of age	5 11 6	At 20½ years of age	4 10 6

Until further order junior male employees engaged in the outer and under garment manufacturing section shall be paid 1s. per week in addition to the above-mentioned weekly rates as a special sectional allowance.

PROPORTION (within any factory).

The proportion of juniors employed shall not exceed two to each employee receiving not less than the minimum adult rate. In determining the proportion of juniors to employees receiving the adult rate each shift shall be taken into account separately.

Provided that, in the full-fashioned department of the knitting section, the proportion of females shall be one junior female to each female receiving the adult wage, and the proportion of males shall be two junior males to each three males receiving the adult wage.

Provided also that, in computing the proportion of juniors in the full-fashioned department of the knitting section, employees in the silk throwing department shall not be counted, and the count for the remainder of the full-fashioned department shall be taken over all the shifts.

The Board has prescribed a form of apprenticeship indenture.

(b) Changes in rates to be effective from the beginning of the first pay period to commence after the attainment of the prescribed age.

(c) A junior female, after four years' experience in the industry shall be paid the rates prescribed for an adult female in the classification in which she is employed.

(d) OTHER EMPLOYEES.

	Wages per Week of 40 Hours.		
	£	s.	d.
<i>Adult Males.</i>			
Mechanics on full-fashioned machines	7	15	0
Mechanics on all other machines	7	8	0
Operators of single unit full-fashioned machines	7	15	0
Operators of other full-fashioned machines (leggers and footers)—			
First year	7	8	0
Thereafter	7	15	0
Plierers	7	8	0
Welt turners and/or assistant operators on full-fashioned machines	6	18	0
Board and press hands	6	17	0
Electric machine cutters	7	2	0
Hand cutters	6	19	0
Warpers	6	17	0
Hand knitters on flat machines	6	18	0
Flat warp and circular machine operators	6	17	0
Millmen, scourers, bleachers, and shrinkers	6	15	0
Leading hand employed on dye machines or vats	7	0	0
All other employees in dye house operating and/or attending machines	6	15	0
All other machine operators and/or attendants	6	15	0
Warehousemen	6	12	0
Oilers and cleaners	6	12	0
Toppers	6	12	0
Recorders	6	12	0
Other dye or bleach house employees	6	6	0
Adult males not elsewhere specified	6	3	0

	Wages per Week of 40 Hours.		
	1st. Three Months' Experience.	2nd. Three Months' Experience.	Thereafter.
	£ s. d.	£ s. d.	£ s. d.
<i>Adult Females.</i>			
Electric machine cutters	4 12 6	5 2 6	5 14 6
Hand cutters	4 12 6	5 0 6	5 11 6
Trimmers	4 12 6	4 15 6	4 18 6
Hand knitters on flat machines	4 12 6	4 15 6	5 0 6
Linkers	4 12 6	4 15 6	5 0 6
Clockers	4 12 6	4 15 6	5 0 6
Menders on full fashioned hose	4 12 6	4 15 6	5 0 6
All other menders	4 12 6	4 15 6	4 18 6
Seamers, on full fashioned hose	4 12 6	4 15 6	5 0 6
Employees using Paramount or similar shapes	4 12 6	4 15 6	5 0 6
Seamers	4 12 6	4 15 6	5 0 6
Welters	4 12 6	4 15 6	5 0 6
Warpers	4 12 6	4 16 6	5 0 6
Operators of steam pressing machines, namely females employed on a steam pressing machine	4 17 6	5 2 6	5 9 6
Overlockers	4 12 6	4 15 6	5 0 6
Toppers	4 12 6	4 15 6	5 0 6
Flat lockers	4 12 6	4 15 6	5 0 6
Interlockers	4 12 6	4 15 6	5 0 6
Recorders	4 12 6	4 15 6	4 18 6
All other machine operators and/or attendants	4 12 6	4 15 6	4 18 6
Pressers or Ironers, namely females employed on any class of pressing or ironing with a hand iron not exceeding 8 lb. in weight	4 16 6	5 0 6	5 0 6
Examiners, folders, graders, pairers, sorters, parcelers, boxers, finishers, and Warehousewomen	4 12 6	4 15 6	4 18 6
All other adult females not elsewhere specified	4 12 6	4 12 6	4 12 6

Leading hands, other than those provided for above, shall be paid the appropriate rate plus the sum of 5s. per week.

Until further order all adult male employees engaged in the outer and under garment manufacturing section of the industry shall be paid 2s. per week in addition to the above-mentioned weekly rates as a special sectional allowance.

ADDITIONAL PAYMENTS.

3. (a) An employee who is employed as first-aid man or woman and who holds a first-aid certificate shall be paid 5s. per week extra.

(b) Employers shall provide proper facilities for the protection of employees engaged in loading and unloading soda ash from delivery vehicles by hand; in the event of such facilities not being so provided the employer shall pay each employee whilst so engaged the sum of 1s. per hour extra.

(c) Employees engaged in dye houses shall be paid at the rate of 5s. per week extra as compensation for working under wet and unhealthy conditions.

PIECEWORK.

4. (a) Any employer may fix piecework rates for any process: Provided such rates enable adult employees of average capacity to earn at least the minimum weekly rate prescribed for their respective classes with the addition of 15 per cent. A schedule of such piecework rates shall be posted in the mill or factory and a copy thereof forwarded to the Secretary of the local branch of the Union.

(b) Piecework prices now paid may be readjusted by employers to meet new circumstances created by this Determination before the expiry of six months from the date on which this Determination comes into force, but thereafter such prices shall not be altered except by mutual agreement between the employer and pieceworkers concerned or by authority of the Secretary for Labour.

(c) Effect shall be given in piecework earnings to alterations of the needs basic wage, and the minimum wage for adult females made in accordance with the provisions of clause 29 of this Determination. For that purpose an employer may alter his piecework rates in accordance with paragraph (b) of this clause, or he may observe the following provisions:—

At the end of each working week the aggregate earnings of each pieceworker for such week shall be ascertained, and where such pieceworker has worked on each and every day ordinarily worked in such week, such aggregate earnings shall be increased or decreased—

- (i) In the case of males, by the sum by which the needs basic wage has been increased or decreased in accordance with the provisions of clause 29; and
- (ii) in the case of females by the sum by which the minimum wage for adult females has been increased or decreased in accordance with the provisions of clause 29.

but where the pieceworker has not worked on each and every day ordinarily worked in such week, then the aggregate earnings shall be increased or decreased by a part of such sum proportionate to the number of days worked, calculated to the nearest penny.

(d) If any groups of employees in any factory are dissatisfied with alterations made in piecework rates they shall have the right to refer the matter to the Secretary for Labour for investigation.

(e) Where an employee has worked part of the week on piecework, he or she shall be entitled to his or her earnings in full for the actual time worked on piecework if the earnings are higher than the minimum rate for such time.

(f) Adults and juniors doing the same operations shall be paid the same piecework prices.

(g) As far as practicable, different grades of work shall be equitably divided between pieceworkers.

(h) A pieceworker who also instructs learners shall receive 10s. per week in addition to piecework earnings for the first week, 7s. 6d. for the second week, and 5s. for the third week, but at the end of the third week shall not be called upon to continue instructing a learner unless paid 5s. per week in addition to his piecework earnings.

(i) A pieceworker (adult or junior) called upon to perform work before the usual starting time or after the usual finishing time on any day, Monday to Saturday (inclusive), shall be paid, in addition to his or her normal piecework price.

(i) for the first three hours on any one of such days—at a rate per hour equivalent to 1/80th of the weekly rate prescribed for an adult employee of the same sex employed on the same work; and

(ii) for any overtime extending beyond such three hours—at a rate per hour equivalent to 1/40th of the weekly rate prescribed for an adult employee of the same sex employed on the same work.

Youths under 18 years of age and females who work overtime extending over ten hours in any week shall for any overtime beyond such ten hours be paid the rate prescribed by paragraph (ii) hereof. Provided that in mills or factories where 40 hours are worked in five days, Monday to Friday (inclusive), the maximum daily hours under this sub-clause for Saturday shall be not more than four hours, before the increased overtime rate prescribed by paragraph (ii) hereof shall operate.

(j) Pieceworkers on the employer's premises, at the employer's request, ready and willing to work, shall for each pay period receive at least the time rate prescribed for their occupations.

BONUS PAYMENTS.

5. (a) In all establishments in which tasks are set and employees are paid for extra production the tasks shall be so set as to permit adults of average capacity and juniors of average capacity in receipt of wages in excess of 25s. per week to earn at least 15 per cent. above the rates prescribed for their occupations, and so as to permit juniors of average capacity in receipt of wages between 17s. and 25s. per week to earn at least 20 per cent. in addition to the rates prescribed for their occupations.

(b) Particulars of the basis of bonus rates shall be supplied to the secretary of the local branch of the Union upon request being made to the employer for same.

(c) Adjustments of the bases of bonus rates shall be subject to mutual agreement between the employer and the bonus workers concerned, and if challenged they may be reviewed by the Secretary for Labour.

(d) If the Union claims that any employer has wrongly based a bonus rate on the time rate for juniors, it may submit such claim to the Secretary for Labour.

MIXED FUNCTIONS.

6. An employee engaged for more than half of one day, or shift on duties carrying a higher rate than his or her classification shall be paid the higher rate for such day or shift; if for less than half of one day or shift he or she shall be paid the higher rate for the time so worked.

WEEKLY HOURS.

7. The number of hours to constitute an ordinary week's work shall be 40.

OVERTIME.

8. (a) Overtime shall be paid for work performed before the usual starting time or after the usual finishing time of each shift at time and a half for the first three hours on any one day, Monday to Saturday inclusive, and double time thereafter:

Provided, however, that in mills or factories where the 40 hours are worked in five days, Monday to Friday inclusive, time worked on Saturday shall be paid for at time and a half for the first four hours and double time thereafter.

(b) The usual starting and/or finishing time in any factory or part thereof shall not be altered, except on seven days' notice to the appropriate shop steward as representative of the union.

(c) Employees required to work overtime for more than one hour without being notified the day immediately before that they will be required to work shall either be supplied with a meal by the employer or paid 2s. each. If the notice is given and overtime is not worked (except as a result of a breakdown in machinery or plant) the tea money prescribed herein shall be paid.

(d) Juniors under eighteen years of age for each period of overtime worked shall be paid 6d. up to two hours and 3d. for each additional hour or part of an hour in addition to their overtime earnings and any tea money to which they might be entitled.

Provided that the said sums of 6d. and 3d. shall not be payable to pieceworkers working overtime.

(e) Youths under eighteen years of age and females required to work overtime shall be paid overtime at the rate of time and a half to a maximum of three hours in any one day, Monday to Saturday inclusive, and ten hours in one week, and double time thereafter:

Provided that in mills or factories where the 40 hours are worked in five days, Monday to Friday inclusive, the maximum daily hours under this sub-clause for Saturday shall be not more than four.

(f) All females and males under the age of 16 years shall not work overtime for more than 200 hours in a calendar year:

Provided that further overtime shall be allowed when the Union cannot supply competent and suitable labour and the consent of the Union is first obtained. If the Union refuses to give such consent the matter shall be referred to the Secretary for Labour.

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

SHIFTS.

9. Shifts as hereunder set forth may be worked in the industry :—

(a) A day shift for males (except those provided for in sub-clause (c) hereof) shall be worked between the hours of 7 a.m. and 6 p.m. on Monday to Friday inclusive, and between the hours of 7 a.m. and 12 noon on Saturday.

(b) By mutual arrangement between an employer and his employees and with the concurrence of the Union, the hours of duty prescribed herein for night shift workers may be worked in four shifts without payment of overtime.

Under any such arrangement, all hours of duty beyond nine hours, even if they come within the starting and finishing times of a shift, shall be paid for at overtime rates.

(c) Subject to the provisions hereafter appearing, females shall be prohibited from working between the hours of 9 p.m. and 7 a.m.

Female employees and male juniors under seventeen years may be required to work between the hours of 6 a.m. and 9 p.m., subject to the following conditions :—

(1) One shilling per shift extra shall be paid for each short shift.

(2) An additional 6d. per shift shall be paid for each shift commencing before 7 a.m.

(3) Time and a half shall be paid for all time worked after noon on Saturday.

(4) No employee under the age of sixteen years shall be employed before 7 a.m.

(5) (i) No short shift of females under these provisions shall be substituted for any existing afternoon or night shift carried on by male labour.

(ii) Where two shifts of females are employed by virtue of these provisions, as well as a night shift of males, at least one shift of females shall be dispensed with, if and when it is desired to work only two shifts.

(6) Where junior male employees of seventeen years of age are required to work on an afternoon or night shift, they shall be paid the wage rate for a junior male of eighteen years.

(d) Employees engaged on shifts other than day shift shall be paid the sum of 15s. per week in addition to the ordinary rates payable to day workers, irrespective of whether such shift is regarded as intermediate, afternoon or night shift, whether permanent or rotating.

(e) Short shifts of male employees over sixteen years of age may be worked at the discretion of the employer. For work done on such shifts (other than work done between noon on Saturday and midnight on Sunday) payment shall be made at the rate of 15s. per week of 40 hours, in addition to the rates payable to dayshift workers.

(f) As far as practicable employees shall work shifts in rotation.

(g) Subject to the provisions of sub-clause (d) hereof for all work done by a shift worker on Saturday afternoon time and a half shall be paid until 5 p.m., and double time thereafter. All time worked by a shift worker between midnight on Sunday and 7 a.m. on Monday shall be paid for at the rate of time and a half for the first three hours and double time thereafter.

(h) An employee who is required to change from one shift to another without two days' notice of such change of shifts shall be paid 5s. extra as compensation for change.

(i) 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.

Where a holiday prescribed by this Determination is observed on a Monday, shift workers may be given time off on the shift commencing on the Sunday night preceding a holiday, and in such event shall be required to work on the usual night shift commencing on the holiday, without additional pay.

Provided that where an employee works two complete shifts on a holiday both shifts shall be paid for as holiday shifts.

TERMS OF ENGAGEMENT.

10. (a) (i) Engagement in the industry shall be on an hourly basis, except that notice equivalent to 40 working hours shall be given on either side to terminate employment; such notice may be given at any time, and in lieu thereof one week's wages shall be paid or forfeited as the case may be.

(ii) Notwithstanding the provisions of paragraph (i) of this sub-clause an employer shall have the right to stand down employees at any time when no work is offering: Provided, however, that, subject to the continuance of existing practices in the weaving section of the industry, any day worker starting work shall be entitled to at least half a day's pay and any piece worker to half a day's work.

(iii) Notwithstanding anything elsewhere provided in this sub-clause an employer shall have the right to dismiss any employee without notice for malingering, inefficiency, neglect of duty or misconduct (in which case wages shall be paid up to the time of dismissal only); or to deduct payment for any time the 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, or any cause for which the employer cannot reasonably be held responsible.

Provided—

That any employee required to attend for work in accordance with this clause and does so attend shall be paid as for at least two hours' work at time rates; and

That payment shall be made at time rates to an employee who is kept on the employer's premises at the direction of the management in excess of two hours.

(iv) An employee to become entitled to payment under this Determination shall be ready, willing and available for work at the times and during the hours usually worked by him.

(b) Where an employer terminates the employment of an employee within two weeks prior to a day on which a holiday prescribed by this Determination occurs and such an employee is re-engaged within a period of two weeks after such holiday or holidays, the employee shall be paid for such holiday or holidays prescribed by this Determination provided that such employee has been employed by the employer for a period of at least two weeks prior to the termination of employment.

MEAL HOURS.

11. (a) A meal interval of not less than 45 minutes and not more than one hour shall be allowed each day, provided that, by mutual arrangement between the employees and the employer, a shorter meal time may be fixed, in which case it shall not be less than 30 minutes.

(b) Time and a half rates shall be paid to any employee required to work during his or her meal hour. No employee shall be compelled to work for more than five hours without a break for a meal. Provided, however, that where three shifts are worked and it is mutually arranged, there shall be no break for meals, but employees may take their meals in the employer's time as opportunity offers.

(c) An employee engaged in the maintenance of plant shall, when breakdowns occur, work meal hours at the ordinary rates herein prescribed whenever instructed so to do.

(d) Meal intervals having been fixed shall not be altered except on seven days' notice to the Union.

HOLIDAYS AND SUNDAY WORK.

12. (a) Subject to the limitations mentioned hereinafter the following days shall be regarded as public holidays under this Determination :—New Year's Day, Good Friday, Easter Saturday (in establishments working a six-day week), Australia Day, Easter Monday, Labour Day, King's Birthday, Anzac Day, Christmas Day, and Boxing Day, or any other day observed in lieu thereof, or observed by local custom and substituted for one of the days hereinbefore mentioned with the consent of the appropriate branch of the Union. Provided that, in the Metropolitan District of Melbourne, Melbourne Cup Day shall be substituted for King's Birthday.

(b) Employees shall be paid for any of such holidays as fall on an ordinary working day of their employer's establishment such payment to be to the full extent of the ordinary daily wage.

Provided that Christmas Day or Boxing Day, 1948, or New Year's Day, 1949, falling on a Saturday or Sunday, and not being observed on any other day, then an employee shall, notwithstanding that it is a non-working day, be paid for each such day on the following basis:—

- (i) in the case of weekly wage employees, an amount equivalent to one-fifth of the ordinary weekly wage paid to such employee;
- (ii) in the case of employees employed on piece or bonus work or any other system of payment by result, at time rates.

Provided that payment shall be subject to the provisions of sub-clause (d) of this clause and sub-clause (c) of clause 14.

(c) Pieceworkers shall be paid for such holidays even though not worked at the ordinary rates payable to employees on time work doing the same class of work.

(d) Where an employee is absent from his or her employment on the working day or part of the working day before or after a holiday without reasonable excuse, or without the employer's consent, the employee shall not be entitled to payment for such holiday.

(e) When an employee is absent through illness or other reasonable cause from his or her employment for a period exceeding fourteen days the employee shall not be entitled to payment for any holidays occurring during such period of absence:

Provided that where an employer consents to an employee having leave beyond the fourteen days abovementioned, payment shall be made for such holiday or holidays occurring in the period of absence.

(f) Production work in any factory is prohibited on Sundays unless in extraordinary circumstances and then only with the consent of the Secretary for Labour.

(g) All work done by time workers on the holidays prescribed in sub-clause (a) hereof and all work done by time workers on Sundays shall be paid for at the rate of ordinary time in addition to the ordinary rate; all such work done by pieceworkers shall be paid for at the ordinary rate payable to employees on time work doing the same class of work in addition to such piecework earnings.

(h) All employees engaged on repairs or renewals of the employer's plant or machinery necessary for the resumption of work the next following working day, or for maintaining the continuity of electric light and power (not including the installation of new machinery) shall, if worked on holidays and Sundays be paid at the rate of time and a half.

SICK LEAVE.

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

- (i) He shall not be entitled to paid leave of absence unless he has been in the service of the employer concerned for at least three months immediately prior to such absence.
- (ii) He shall not be entitled to paid leave of absence for any period in respect of which he is entitled to Workers' Compensation.
- (iii) He shall within 24 hours of the commencement of such absence inform the employer of his inability to attend for duty, and, as far as practicable, state the nature of the injury or illness and the estimated duration of the absence.
- (iv) He shall prove to the satisfaction of the employer (or, in the event of dispute, to the Secretary for Labour) 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. For such purpose the employer may require an employee to make a statutory declaration verifying the cause of his absence.
- (v) He shall not be entitled in any year to leave in excess of 40 hours of working time, nor to payment in excess of 40 hours at ordinary rates, nor in the case of an employee working short shift, payment in excess of a week's wages for such shift.

(b) A piece worker entitled to paid leave of absence under this clause shall be paid at the time-work rate applicable to his classification.

(c) For the purpose of sub-clause (a) hereof an employer may arrange with the secretary of the local branch of the Union for the recognition of a specified date as the commencing date of each year; and when so arranged such date shall be binding for that purpose on the Union, that employer and all his employees. In the absence of any such arrangement, "year," for the purpose of sub-clause (a) hereof shall mean:—

- (i) In the case of an employee in the service of an employer on the 1st May, 1943, a year of service commencing on that date; except in a case where the employer has before that date allowed paid sick leave, when it shall mean the year of service then current.
- (ii) In other cases, a year of service in the employ of the employer concerned.

ANNUAL LEAVE.

Period of Leave.

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

Seven-day Shift Workers.

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

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

Annual Leave Exclusive of Public Holidays.

(c) Subject to this sub-clause the annual leave prescribed by this clause shall be exclusive of any of the holidays prescribed by clause 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 the period of annual leave time equivalent to the ordinary time which the employee would have worked if such day had not been a holiday.

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

Broken Leave.

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

Calculation of Continuous Service.

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

- (i) any interruption or termination of the employment by the employer if such interruption or termination has been made merely with the intention of avoiding obligations hereunder in respect of leave of absence;
- (ii) any absence from work on account of personal sickness or accident or on account of leave lawfully granted by the employer; or
- (iii) any absence with reasonable cause proof whereof shall be upon the employee.

In cases of personal sickness or accident or absence with reasonable cause the employee to become entitled to the benefit of this sub-clause shall inform the employer in writing if practicable within 24 hours of the commencement of such absence of his inability to attend for duty and as far as practicable the nature of the illness injury or cause and the estimated duration of his absence. A notification given by an employee pursuant to clause 13 shall be accepted as a notification under this sub-clause.

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

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

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

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

Calculation of Service.

(f) Service before the date of operation of this Determination shall be taken into consideration for the purpose of calculating annual leave but an employee shall not be entitled to leave or payment in lieu thereof for any period in respect of which leave or a payment in lieu thereof has been allowed or made under the clause hereby varied. The annual leave shall be allowed at the rate of 6½ hours for each completed one month of continuous service. The period of annual leave to be allowed under this sub-clause shall be calculated to the nearest day, any broken part of a day in the result not exceeding half a day to be disregarded.

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

Calculation of Month.

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

Leave to be Taken.

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

Time of Taking Leave.

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

Leave Allowed Before Due Date.

(j) An employer may allow annual leave to an employee before the right thereto has accrued due but where leave is taken in such a case a further period of annual leave shall not commence 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.

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

Proportionate Leave on Dismissal.

(l) If after one month's continuous service in any qualifying twelve-monthly period an employee lawfully leaves his employment or his employment is terminated by the employer through no fault of the employee, the employee shall be paid at his ordinary rate of wage for 6½ hours at the same rate in respect of each completed month of continuous service after that date, the service in each case being service in respect of which leave has not been granted hereunder.

Annual Close Down.

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

- (i) He may by giving not less than one month's notice of his intention so to do stand off for the duration of the close down all employees in the plant or section or sections concerned, and allow to those who are not then qualified for two full weeks' leave paid leave on a proportionate basis of one-sixth of a week's leave for each completed month of continuous service.
- (ii) An employee who has then qualified for two full weeks' leave, and has also completed a further month or more of continuous service shall be allowed his leave, and shall subject to sub-clause (f) hereof also be paid one-sixth of a week's wages in respect of each completed month of continuous service performed since the close of his last twelve-monthly qualifying period.
- (iii) The next twelve-monthly qualifying period for each employee affected by such close down shall commence from the day on which the plant, or section or sections concerned is re-opened for work: Provided that all time during which an employee is stood off without pay for the purposes of this sub-clause shall be deemed to be time of service in the next twelve-monthly qualifying period.
- (iv) If in the first year of his service with an employer an employee is allowed proportionate annual leave under paragraph (i) hereof, and subsequently within such year lawfully leaves his employment or his employment is terminated by the employer through no fault of the employee, he shall be entitled to the benefit of sub-clause (l) of this clause subject to adjustment for any proportionate leave which he may have been allowed as aforesaid.

LIMITATIONS.

15. (a) Where practicable, each machine must be stopped when being cleaned, the cleaning to be done in his or her working hours by the employee whose duty it is to do so.

(b) No female shall be required to lift or carry any article or goods weighing more than 30 lb. without one assistant for every 30 lb. weight.

(c) The occupations in which females are employed at the time of the making of this Determination shall not be extended in any factory without the consent of the Secretary for Labour.

(d) No female shall be required to use an iron weighing more than 8½ lb.

(e) No female shall be employed operating a manual screw press other than those now employed, and the rates now paid to females for such work shall be continued. In factories in which other forms of presswork are done exclusively by males, no females shall do such work until the Secretary for Labour certifies that the conditions are suitable for the introduction of female labour.

(f) One male operator receiving not less than the adult male operator's rate shall be employed on full-fashioned multiple head machines of eighteen heads or more and (after 30th June, 1949) on full-fashioned machines with one or more heads but less than eighteen heads one male operator receiving not less than the adult male operator's rate for each eighteen heads or fraction thereof.

(g) No male employee under 18 years of age shall be permitted to operate the rotary hydros in the finishing department.

GENERAL.

16. (a) *Hot Water.*—Employees shall be provided with hot water free of charge.
- (b) *Seats for Female Employees.*—When requested by employees, and where practicable, suitable seats shall be provided by the employer for female employees in positions handy to their work.
- (c) *Rest Room.*—In factories where ten or more female employees are employed, a properly ventilated rest room shall be provided by the employer for the use of such female employees. It shall contain a suitable couch, two easy chairs, and a rubber hot water bag. Any dispute under this sub-clause shall be referred to the Secretary for Labour.
- (d) *Dining Room.*—Where reasonable and practicable proper dining room accommodation shall be provided by the employer for the use of employees. Any dispute under this sub-clause shall be referred to the Secretary for Labour.
- (e) *First Aid Chest.*—In each mill or establishment the employer shall provide a properly equipped first aid chest at a place or places reasonably accessible to all employees. Such chest shall comply, as to its contents, with the requirements of the Factories and Shops Acts.
- (f) *Clothing.*—When requested by the Union representative, the employer shall provide employees working in the dye house, bleach house and yarn dyeing departments with suitable protective clothing, such as gloves and top boots or clogs, and (when working with acids) aprons. Employees shall take reasonable care of clothing so provided.
- (g) *Tools of Trade.*—All materials and appliances required for the cleaning of machinery shall be supplied by the employer free of charge.
- (h) *Changing Accommodation.*—Separate dressing accommodation shall be provided by the employer for male and female employees.
- (i) *Tea Break.*—Female employees shall be allowed a period of not less than ten minutes for rest and refreshments during each day or shift, to be taken at times to be mutually arranged; reasonable facilities shall be provided by the employer for female employees to have refreshments during such interval, if they so desire—provided:—
- (i) that such period shall not be allowed within one hour of commencing or finishing work for the day, or for a meal break; and
 - (ii) this sub-clause shall not apply to employees working a short shift who are allowed crib time without deduction of pay; and
 - (iii) that employees shall conform to such arrangements as the employer may make to ensure the continuity of machine operations.
- (j) *Floor Coverings.*—Where practicable suitable floor coverings shall be placed before machines, and no employee shall be called upon to stand on a bare concrete, or brick or stone floor when operating or attending to a machine. Any dispute under this sub-clause shall be referred to the Secretary for Labour.
- (k) *Guarding Machinery.*—Nothing in this Determination shall be deemed to override or limit any State law relating to the safe guarding of machinery for the protection of employees from accident.
- (l) *Lighting Facilities.*—Adequate lighting facilities shall be provided in all factories.
- (m) *Drinking Water.*—Clean and wholesome drinking water shall be provided in places easily accessible to all employees.

PAYMENT OF WAGES.

17. Wages shall be paid weekly not later than Friday.
- Wages shall be paid during working hours; shift workers finishing work on Friday mornings shall be paid their wages before ceasing work; any employee kept waiting for his or her wages, beyond the ordinary working hours, shall be paid at overtime rates for such waiting time.
- Where the services of an employee are dispensed with, wages shall be paid to him on the day of dismissal or forwarded to him by post on the day following.
- Not more than two days' pay of each employee shall be kept in hand by an employer.

NOTICE BOARD.

18. The employer shall permit a notice board to be erected in a prominent position in his establishment upon which representatives of the Union shall be allowed to post notices in connexion with union meetings or other legitimate business of the Union, provided such notices are not objected to by the management. In the event of a conflict of opinion as to whether a notice is objectionable, the matter shall be referred to the Secretary for Labour.

POSTING OF DETERMINATION.

19. A copy of this Determination shall be posted by each employer in a prominent and accessible place in his establishment.

SHOP STEWARDS.

20. Shop stewards to the number of one in each department shall be recognized by the employer, and not more than three of such shop stewards shall be allowed time off during working hours to interview the employer if there is any legitimate complaint.

RIGHT OF ENTRY.

21. The secretary or branch secretary of the Union, or any person authorized by the Union, shall have the right to enter any factory or workshop for the purpose of interviewing and conversing with employees during the lunch hour or non-working time. If any official so authorized makes himself objectionable during any such visit his right to visit may be determined by the employer affected. The official shall have the right to bring such refusal before the Secretary for Labour.

UNION CONFERENCE DELEGATES.

22. Delegates of the Union not exceeding two from each factory shall be granted leave without pay to attend Union conferences provided that reasonable notice has been given to the employer and that such absence will not unduly interfere with the business of the employer.

CERTIFICATE OF SERVICE.

23. An employee, if he or she asks for it, shall be entitled on termination of service, to a certificate of length of service with an employer and the nature of the work he or she was employed upon.

TIME AND WAGES BOOK.

24. (a) An employer shall keep a time and wages book or record in English showing the name of each employee, the age and/or experience of each employee paid as a junior under clause 2 hereof, the occupation of each employee, the hours worked each day or each week, and the wages and/or allowances paid each week.
- (b) (i) When any junior employee is engaged the employer shall obtain and file in his records a Certificate or Declaration as to the age and experience of such junior employee, which shall be open for inspection, as provided herein.
- (ii) Any employee giving misleading or false information as to his or her experience and/or age shall be liable to penalties or breach of the Determination.
- (c) The time occupied by an employee in filling in time books or in the making of records shall be treated as time of duty, but this does not apply to checking in or out at the beginning or end of duty.
- (d) The time and wages book or record shall be open for inspection to a duly accredited official of the 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 the branch secretary or organizer of any division, suspects that a breach of this Determination is being, or has been, committed. Provided also that only one demand for such inspection shall be made in any one fortnight at the same establishment.

OUTSIDE WORKERS.

25. (a) No work of any description or class covered by this Determination shall be done or performed outside the employer's factory or workshop, except by a person who holds an outside worker's licence issued by the Secretary for Labour: Provided that no such outside worker shall employ any other person or persons whatsoever, save and except members of such worker's own family.

- (b) An employer shall not have more than one outside worker for every twenty inside workers or fraction thereof.
- (c) An outside worker shall be deemed to be a person who works by himself or herself, except as provided in sub-clause (a), and is not employed in a workshop or factory.
- (d) The outside worker shall not work during any part of the day inside a workshop or factory.
- (e) Outside workers shall be paid at the rates provided in this Determination.
- (f) Outside workers shall be provided free of charge with all yarn and/or other materials used in connexion with their work.

(g) Where an employer delivers and/or collects the work of such outside workers the outside workers shall not be charged for such delivery and/or collection.

(h) Every employer who has work done elsewhere than in his factory or workshop shall complete, each calendar month, in respect of each outside worker in his employ, a return in the form prescribed by Schedule "A" to this Determination. Such return shall be lodged with the Secretary for Labour within seven days after the end of the calendar month to which it refers.

Every outside worker shall complete, each calendar month, in respect of the work done by him or her, a return in the form prescribed by Schedule "B" to this Determination. Such return shall be lodged with the Secretary for Labour within seven days after the end of the calendar month to which it refers.

(i) No employer shall, except as provided in this clause, require or order or cause to be performed or contract for the performance of work of any class covered by or referred to in this Determination (including the work of preparing any material for manufacture or materials so prepared)—

- (1) In any place other than his usual workshop or factory; and/or
- (2) By any person or persons other than his employees usually employed at such workshop or factory.

(j) Nothing herein contained shall affect the right of the employer covered by this Determination to contract, sub-contract, let, or sub-let to any person employing not less than four persons (exclusive of members of his or her own family) who conducts a workshop or factory, and is affected by this Determination.

LIMITATION OF EMPLOYER'S LIABILITY.

26. Where an employer has made a payment to an employee, which payment purports to be a payment of the wages payable under this Determination to the employee for any period such employee shall not recover from his employer any further sums prescribed by this Determination in respect of any services rendered to such employer during such period, unless within a period of three calendar months after the last day of such period a demand in writing of such further sum claimed has been given to the employer by the employee.

DEFINITIONS.

27. (a) A "leading hand" is an employee who, under the direction of the management, supervises the work of a shift or gang of other employees, not exceeding seven in number.

(b) "Union" means the Victorian branch of the Australian Textile Workers' Union.

(c) "Machine operator and/or attendant" means an employee who in the course of his duty is called upon to operate a machine and does not include an employee whose sole duty is carrying material to and from a machine.

(d) "Continuous process" means the working of three shifts per day between midnight on Sunday and noon on the following Saturday.

(e) "Experience" for the purpose of calculating rates under clause 2 of this Determination shall include all experience in the classification concerned, whether as a junior or an adult.

(f) A "Cutter" shall be a person who cuts material by hand or machine from patterns marked on such material.

PERIODICAL ADJUSTMENT OF WAGES.

28. (a) *Adult Males.*—The wages rates for adult males 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 determines that such rates shall be automatically adjusted as prescribed by clause 29.

Place.	Needs Basic Wage (Adjustable).	Constant Loading.	Total Basic Wage.	Index Number Set Assigned.						
	£ s. d.	s. d.	£ s. d.							
Throughout the State	5 15 0	5 0	6 0 0	<table style="display: inline-table; vertical-align: middle;"> <tr> <td>Sydney ..</td> <td rowspan="5">} Weighted average.</td> </tr> <tr> <td>Melbourne ..</td> </tr> <tr> <td>Adelaide ..</td> </tr> <tr> <td>Perth ..</td> </tr> <tr> <td>Hobart ..</td> </tr> </table>	Sydney ..	} Weighted average.	Melbourne ..	Adelaide ..	Perth ..	Hobart ..
Sydney ..	} Weighted average.									
Melbourne ..										
Adelaide ..										
Perth ..										
Hobart ..										

(b) *Adult Females.*—The minimum wage for adult females shall be 75 per centum of the total basic wage for males and the margin for "Adult males not elsewhere specified" calculations to be made to the nearest 6d., any exact 3d. in the result to be reckoned as 6d.

(c) *Margins, Adult Males.*—To adult males of the undermentioned classes there shall be paid the total basic wage referred to in clause 28 (a) hereof, with the addition of the marginal additions set opposite such classes respectively.

<i>Adult Males.</i>		Margin.
		£ s. d.
Mechanics on full-fashioned machines	1 15 0
Mechanics on all other machines	1 8 0
Operators of single unit full-fashioned machines	1 15 0
Operators of other full-fashioned machines—leggers and footers—		
First year	1 8 0
Thereafter	1 15 0
Pliers	1 8 0
Weit turners and/or assistant operators on full-fashioned machines	0 18 0
Board and press hands	0 17 0
Electric machine cutters	1 2 0
Hand cutters	0 19 0
Warpers	0 17 0
Hand knitters on flat machines	0 18 0
Flat warp and circular machine operators	0 17 0
Millmen, scourers, bleachers and shrinkers	0 15 0
Leading hand employed on dye machines or vats	1 0 0
All other employees in dye house operating and/or attending machines	0 15 0
All other machine operators and/or attendants	0 15 0
Warehouseman	0 12 0
Oilers and cleaners	0 12 0
Toppers	0 12 0
Recorders	0 12 0
Other dye or bleach house employees	0 6 0
Adult males not elsewhere specified	0 3 0

ADULT FEMALES.

In addition to the rate prescribed for adult females by sub-clause (b) of this clause, adult female employees of the classifications mentioned herein shall be paid the marginal wage set out opposite each such classification:—

	Margin.		
	1st Three Months' Experience.	2nd Three Months' Experience.	Thereafter.
	s. d.	s. d.	s. d.
Electric machine cutters	Nil.	10 0	22 0
Hand cutters	Nil.	8 0	19 0
Trimmers	Nil.	3 0	6 0
Hand knitters on flat machines	Nil.	3 0	8 0
Linkers	Nil.	3 0	8 0
Clockers	Nil.	3 0	8 0
Menders on full fashioned hose	Nil.	3 0	8 0
All other menders	Nil.	3 0	6 0
Seamers on full fashioned hose	Nil.	3 0	8 0
Employees using Paramount or similar shapes	Nil.	3 0	8 0
Seamers	Nil.	3 0	8 0
Welters	Nil.	3 0	8 0
Warpers	Nil.	4 0	8 0
Operators of steam pressing machines, namely, females employed on a steam pressing machine	5 0	10 0	17 0
Overlockers	Nil.	3 0	8 0
Toppers	Nil.	3 0	8 0
Flat lockers	Nil.	3 0	8 0
Interlockers	Nil.	3 0	8 0
Recorders	Nil.	3 0	6 0
All other machine operators and/or attendants	Nil.	3 0	6 0
Pressers or ironers, namely, females employed on any class of pressing or ironing with a hand iron not exceeding 8 lb. in weight	4 0	8 0	8 0
Examiners, folders, graders, pairers, sorters, parcellers, boxers, finishers, and Warehousewomen	Nil.	3 0	6 0
All other adult females not elsewhere specified	Nil.	Nil.	Nil.

(d) Junior Rates.—The minimum rates to be paid to junior employees shall be as follows:—

(i) Junior Males—

Age.	Percentage of Needs Basic Wage.	Constant Loading. Per Week.
Under 16 years of age	35	s. d. 0 6
16 years of age	40½	0 9
16½ years of age	44	0 9
17 years of age	48½	1 0
17½ years of age	53	1 0
18 years of age	63	1 0
18½ years of age	70	1 0
19 years of age	75	2 0
19½ years of age	85	2 0
20 years of age	90	2 0
20½ years of age	95	2 0

(ii) Junior Females—

Age.	Percentage of Needs Basic Wage.
Under 16 years of age	35½
At 16 years of age	40
At 16½ years of age	43½
At 17 years of age	48½
At 17½ years of age	53
At 18 years of age	57
At 18½ years of age	61½
At 19 years of age	66½
At 19½ years of age	69½
At 20 years of age	73½
At 20½ years of age	78½

(iii) The total wage to be calculated to the nearest 6d., any exact 3d. in the result to be reckoned as 6d.

ADJUSTMENT OF BASIC WAGE.

29 (i) (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, 1949, the amounts of the Basic Wage shall be as prescribed in clause 28.

(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.

(ii) Adjustment of Wages of Adult Females.—(a) For work done by adult female employees until the beginning of the first pay period to commence in February, 1949, the amounts of wage rates prescribed for them by clause 2 hereof shall be paid.

(b) Thereafter the amounts of wage rates prescribed for them by clause 2 hereof shall be increased or decreased (as the case may be) whenever and wherever there is any alteration in the total basic wage for adult males calculated in accordance with clause 29 hereof.

SCHEDULE "A"—See clause 25 (A).
EMPLOYER'S RETURN IN RESPECT OF OUTSIDE WORKER.

Return for the month of _____

Name of employer _____

Address _____

—	Type of Garment.	Weight.	Gauge of Machine.	Quantity.	Price.		
					Knitting.	Finishing.	Total.
Knitted Fabrics ..				Dozen.	£ s. d.	£ s. d.	£ s. d.
Garments							
Hose							
Half Hose							

Weight and description of raw material supplied _____

By whom made .. { Name _____
 Address _____

Signature of employer _____

NOTE.—Supplies of this form may be obtained from the Secretary for Labour, Spring-street, Melbourne.
 To be lodged within seven days after the end of each calendar month.

SCHEDULE "B"—See clause 25 (A).
OUTSIDE WORKER'S RETURN.

For month of _____

Name of outside worker _____

Address _____

—	Type of Garment.	Weight.	Gauge of Machine.	Quantity.	Price.		
					Knitting.	Finishing.	Total.
Knitted Fabrics ..				Dozen.	£ s. d.	£ s. d.	£ s. d.
Garments							
Hose							
Half Hose							

Weight and description of raw material supplied _____

For whom made .. { Name _____
 Address _____

Signature of outside worker _____

NOTE.—Supplies of this form may be obtained from the Secretary for Labour, Spring-street, Melbourne.
 To be lodged within seven days after the end of each calendar month.

P. A. RANGLES, J.P., Chairman.
 J. V. WILLOX, Secretary.

Melbourne, 16th December, 1948.

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