



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.
		£ s. d.
JOURNEYMEN.		
(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.

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 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 (e) 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	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	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 Transmitttee.

(k) Where the employer is a successor or assignee or transmitttee 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 transmitttee 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 week's 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 journeywomen as are prescribed for journeymen, the rates for such journeywomen 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 ensuring transparency and accountability in financial reporting.

2. The second part of the document outlines the various methods and techniques used to collect and analyze data. It highlights the need for a systematic approach to data collection and the importance of using reliable sources of information.

3. The third part of the document focuses on the analysis and interpretation of the collected data. It discusses the various statistical and analytical tools that can be used to identify trends and patterns in the data.

4. The fourth part of the document discusses the importance of communicating the results of the analysis to the relevant stakeholders. It emphasizes the need for clear and concise reporting and the importance of providing context and interpretation for the findings.

5. The fifth part of the document discusses the various challenges and limitations associated with data collection and analysis. It highlights the need for a thorough understanding of the data and the importance of being transparent about any limitations or biases that may be present.

6. The sixth part of the document discusses the various applications and uses of the collected data. It highlights the importance of using the data to inform decision-making and to identify areas for improvement and optimization.

7. The seventh part of the document discusses the various ethical considerations and best practices associated with data collection and analysis. It emphasizes the need for transparency, accountability, and respect for the privacy and rights of the individuals whose data is being collected.

8. The eighth part of the document discusses the various future trends and developments in data collection and analysis. It highlights the importance of staying up-to-date on the latest research and technology in the field and the need for a proactive approach to data management.

9. The ninth part of the document discusses the various resources and tools available for data collection and analysis. It highlights the importance of using high-quality data and the need for a thorough understanding of the various tools and techniques available.

10. The tenth part of the document discusses the various conclusions and recommendations based on the findings of the analysis. It emphasizes the need for a clear and concise summary of the key findings and the importance of providing actionable recommendations for improvement.



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.
	<i>s. d.</i>	<i>s. d.</i>
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.	3 10	2 8
Second row of stitching on edges, sac coat	3 10	2 8
Second row of stitching on all coats	Nil.	Nil.
Second row of stitching on all coats, if machined for the maker	0 6	0 4
Second row of stitching on all coats, if machined by the maker	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 ½ 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 hand, 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

	Males. s. d.	Females. 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

	Females.
	<i>s. d.</i>
<i>Strapping.</i>	
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
Trouser 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.

	Females.
	<i>s. d.</i>
<i>SHOOTING OR RIDING LEGGINGS.</i>	
Preamble—With eight holes and buttons, swelled edges.	
Standard starting price, females—by hand, 9s. 3d.; by machine, 7s. 3d.	
<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

	Females.
	<i>s. d.</i>
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.		
											s. d.		
BASTING BREECHES.													
Skeleton baste												1	4
BASTING LEGGINGS.													
Basting one legging with fly and buttons, edges not turned in												0	8
											Per dozen.		
											s. d.		
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 out in trousers												0	4½
Combination, denim or dungaree												3	10½
<i>Youths.</i>													
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 out 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.		
Worsteds, 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.



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.



VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 63]

TUESDAY, FEBRUARY 1.

[1949

Factories and Shops Acts.

DETERMINATION OF THE RUBBER 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 now has the power to determine the lowest prices or rates which may be paid to any persons—

- (1) employed in or in connexion with the trade of—
 - (a) a maker of all kinds of rubber goods;
 - (b) a reclaimer of rubber; and
 - (c) a maker of solution;
- (2) employed in the repairing of all kinds of rubber goods;
- (3) employed preparing or manufacturing articles of xylonite or celluloid—

has made the following Determination, namely:—

1. That, on the 20th December, 1948, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2. APPRENTICES OR IMPROVERS.

	Wages per Week of 40 Hours.		
	Males.	Females.	
Under 16 years of age	<i>s. d.</i> 39 0	<i>s. d.</i> 33 0	Except in the fancy goods section no female shall be employed until she attains the age of fifteen years
16 years of age	51 0	39 0	
17 " "	63 0	45 0	
18 " "	81 0	57 0	
19 " "	93 0	63 0	
20 " "	105 0	69 0	
And thereafter the minimum wage.			

Proportion.

MALE APPRENTICES.

One male apprentice to every three or fraction of three adult male workers receiving not less than 133s. per week of 40 hours.

No. 63.—13101/48.—PRICE 6D.

MALE IMPROVERS.

Such numbers of improvers as shall not together with apprentices exceed, in the aggregate, one to every three or fraction of three adult male workers receiving not less than 133s. per week of 40 hours.

FEMALE APPRENTICES.

Fancy Goods Section.

Three female apprentices to every adult female worker receiving not less than 95s. per week of 40 hours.

All Other Sections.

One female apprentice to each adult female worker receiving not less than 95s. per week of 40 hours.

FEMALE IMPROVERS.

Fancy Goods Section.

Such number of improvers as shall not together with apprentices exceed in the aggregate three to each adult female worker receiving not less than 95s. per week of 40 hours.

All Other Sections.

Such number of improvers as shall not together with apprentices exceed, in the aggregate, one to each adult female worker receiving not less than 95s. per week of 40 hours.

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

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

3.

ADULT MALES (OTHER THAN CABLE MAKING).

	Wages per Week of 40 Hours.
	£ s. d.
1. Employee engaged on any operation other than those set out hereunder	6 13 0
2. Sifter and/or drier of compounding ingredients	6 15 0
3. Operator in charge of drying machine	6 17 0
4. Weigher and/or assembler of compounds for mixing, calendering, &c.	7 0 0
5. Storeman and packer as defined herein not working in raw materials store	6 17 0
5A. Storeman and packer as defined herein working in raw materials store	6 19 0
6. Wrapper of goods made by wrapped process	6 15 0
7. Operator in charge of lead-covered hose stripping machine	6 17 0
8. Operator in charge of hose-making machine (wrapped process)	6 19 0
9. Helper on hose-making machine (wrapped process)	6 17 0
10. Lead-covering machine helper	6 17 0
11. Operator in charge of lead-covering machine (hose)	7 3 6
11A. Maker of vacuum-cleaner hose	6 19 0
12. Maker of wrapped hose by hand-made process	7 6 0
13. Dough mixer working on mill and/or enclosed mixer for solution or cement	6 17 0
14. Operator on washing mill and/or grinding waste	6 17 0
15. Operator on warming and/or masticating mill and/or reclaim refining mill	6 19 0
16. Operator on cracker mill	6 17 0
17. Operator on mixing mill	7 6 0
18. Reclaimer or employee engaged on acid tank	6 17 0
19. Employee on digester machine	6 19 0
20. Spreader in charge of machine (not otherwise classified)	7 0 0
21. Spreader of waterproof piece-goods for making garments and/or spreader of rugs and/or printers blankets and/or bed sheeting	7 6 0
22. Employee engaged on doubling and/or chalking and/or polishing and/or embossing	6 16 0
22A. Operator employed on impregnating machine and/or pre-dipping machine	6 17 0
23. Operator engaged on motor, motor cycle, bicycle tube, and/or bicycle tyre making and/or joining (not otherwise classified)	6 17 0
24. Operator engaged on motor, motor cycle, and/or bicycle tube joint curing	6 19 0
25. Operator building pneumatic tyre on flat and/or crown drum and/or on flat top core (excluding bicycle tyre and/or tractor or earth grader tyre 24 inch diameter and over and/or aeroplane tyres 14 inch diameter and over)	7 1 0
25A. Operator building tractor or earth grader tyre 24 inch diameter and over or aeroplane tyre 14 inch diameter and over on flat and/or crown drum and/or flat top core	7 3 6
26. Operator building pneumatic tyre on core (excluding flat top core and/or bicycle tyre and/or tractor or earth grader tyre 24 inch diameter and over and/or aeroplane tyre 14 inch diameter and over)	7 3 6
26A. Operator building tractor or earth grader tyre 24 inch diameter and over or aeroplane tyre 14 inch diameter and over on core	7 6 0
27. Inspector and/or examiner and/or tyre tester	6 19 0
28. Tester with water	6 13 0
28A. Operator employed on hand-skiving machine used in tyre construction	6 15 0
28B. Operator making endless bands or packets for motor, motor cycle, tractor, earth grader, or aeroplane tyres	6 15 0
29. Weaver in charge of braiding machine and/or circular and/or flat loom and/or knitting machine and/or operator in charge of creels and/or other similar machines and/or winding wire	6 19 0
30. Operator in charge of cotton creels	6 19 0
31. Cutter of treads and/or assembler of motor, motor cycle, and/or bicycle treads by machine	6 17 0
32. Maker of packing	6 19 0
33. Operator on mat-cutting guillotine, mat-punching process, mat-buffing, and/or sanding machine	6 19 0
34. Designer and/or maker of inlaid mats and/or inlaid floor matting (including punched mats)— First year	6 17 0
Second and third year	7 3 6
Thereafter	7 8 0
35. Operator employed fitting solid tyre to wheel (motor vehicle or otherwise)	7 1 0
36. Operator employed fitting pneumatic tyre to rim and/or wheel	6 17 0
37. Operator on clicking press and/or sole-cutting machine and/or mechanically-operated punching press	6 19 0
37A. Operator lasting up leather shoes	6 15 0
38. Operator on lathe and/or other power-driven cutting machine engaged in cutting off rings, washers, and/or strips and/or buffing cylindrical rollers up to 3 feet in length	6 19 0

ADULT MALES (OTHER THAN CABLE MAKING)—continued.

	Wages per Week of 40 Hours.
39. Operator employed on mechanical lathe fashioning hand-made mechanical and/or surgical goods (including buffing cylindrical rollers over 3 feet in length)	£ 7 3 6
40. Operator on lathe engaged fashioning biased bowls	7 3 6
41. Operator dipping balloons and/or other dipped goods	6 19 0
42. Operator of rubber-thread cutting lathe	7 1 0
43. Operator in charge of self-contained mould and/or heaterman in charge of curing pan and/or dry heater ..	6 19 0
44. Helper on self-contained mould and/or curing pan and/or dry heater	6 13 0
45. Operator in charge of vulcanizing press, more than 4 feet in length (including the bonding of rubber to metal in the vulcanizing press)	7 3 6
46. Operator in charge of vulcanizing press, not more than 4 feet in length (including the bonding of rubber to metal in the vulcanizing press)	7 1 0
47. Helper on vulcanizing press, more than 4 feet in length (including the bonding of rubber to metal in the vulcanizing press)	6 19 0
48. Operator in charge of person engaged in the moulding of and/or on any operation directly connected with the moulding of motor and/or motor cycle tyres	7 6 0
49. Operator engaged in the moulding of and/or on any operation directly connected with the moulding of motor and/or motor cycle tyres and/or air bags	7 3 6
50. Operator in charge of person engaged in making and/or moulding solid motor tyres	7 3 6
51. Operator engaged in making and/or moulding solid motor tyres	6 17 0
51A. Operator racking green motor tyres	6 15 0
52. Operator engaged in moulding articles other than motor and/or motor cycle tyres and/or tubes and/or air bags	6 19 0
53. Moulder in charge other than moulder engaged on motor and/or motor cycle and/or solid tyre moulding ..	7 1 0
54. Operator in charge hand-making transmission conveyor and/or elevator belting	7 3 6
55. Operator engaged hand-making transmission conveyor and/or elevator belting	7 0 0
56. Operator engaged on belt-making machine	6 17 0
57. Operator laying mats, tiles, or rubber flooring	7 6 0
58. Repairer of used motor and/or motor cycle tyre and/or tube and/or air bags	7 6 0
59. Repairer of blemishes on new motor and/or motor cycle and/or bicycle tyre and/or tubes	6 19 0
60. Operator re-treading new tyres	6 17 0
61. Maker of air bags with extruded material	6 19 0
62. Maker of air bags (not otherwise classified)	7 6 0
62A. Operator buffing air bags	6 16 0
62B. Operator of machine de-treading and/or pulling sleeves or patches on new or used tyres	6 15 0
63. Operator in charge of forcing machine (including operator in charge of bead extruder and creel bead making machine)	7 1 0
64. Operator in charge of forcing machine straining rubber	6 17 0
65. Operator in charge of textile cutting machine	6 19 0
66. Operator of electric cutting machine (other than cutter in the waterproof) or operator cutting textile by hand	6 17 0
67. Operator engaged in the individual making of surgical mechanical (including the bonding of rubber to metal excepting as provided in items 45, 46, and 47 hereof) fuel tanks and/or sporting goods who designs, lays out, cuts to shape, and/or builds up and is responsible for making complete article up to but not including the sandpapering or curing or turning of the article	7 8 0
68. Operator engaged in the making of general surgical mechanical (including the bonding of rubber to metal excepting as provided in items 45, 46, and 47 hereof) fuel tanks or sporting goods, including mandrel and/or drum-built belts	6 19 0
69. First assistant on calender 48 inches and over	7 3 6
70. First assistant on calender under 48 inches	6 17 0
71. Operator in charge of calender 72 inches and under	7 15 0
72. Operator in charge of calender over 72 inches	8 0 0
73. Table hand and/or machinist employed on sewing machines engaged in the manufacture of waterproof articles (other than articles of waterproof clothing)	7 4 0
74. Operator engaged in the process of sponge rubber made from latex or similar composition on the following class or classes of work:—mixing, frothing, pouring, stripping, trimming, inserter hydro, cleaning, or tying, table hand	6 19 0
75. Storeman in charge of moulds	6 15 0
76. Operator engaged in mould burning	6 15 0
77. Operator engaged on sand-blasting— (a) who operates from outside a properly-enclosed cabinet	6 17 0
(b) other	6 19 0
78. Operator joining and/or repairing fabric liners	6 15 0
79. Operator cutting raw rubber by machine or press	6 15 0
80. Operator of trans-stacker or swifter-lifter or other similar machines	6 19 0
ADULT MALES (CABLE MAKING).	
81. Operator engaged in any operation other than those for which a margin is fixed hereunder	6 13 0
82. Operator on mixing mill	7 6 0
83. Operator on warming and/or masticating mill and/or reclaim refining mill	6 19 0
84. Heaterman in charge of curing pan and/or dry heater	6 19 0
85. Operator in charge of forcing machine	7 1 0
86. First assistant on calender 48 inches and over	7 3 6
87. First assistant on calender under 48 inches	6 17 0
88. Operator in charge of calender 72 inches and under	7 15 0
89. Operator in charge of calender over 72 inches	8 0 0
90. Fine wire-drawing machine operator	6 19 0
91. Medium wire-drawing machine operator	6 19 0
92. Wire-drawing (tandem) machine operator	6 19 0
93. Annealing furnace operator	6 19 0
94. Pickling plant operator	6 17 0
95. Wire-winding machine operator	6 17 0
96. Fine wire-tinning machine operator	6 17 0
97. Medium wire-tinning machine operator	6 19 0
98. Assisting tinning-machine operator	6 17 0
99. Bunching machine operator	6 17 0
100. Stranding and/or armouring machine operator	6 19 0
101. Operator of cable-winding machine and/or rewinding machine and/or rubber rewinding machine for cables ..	6 17 0
102. Lapping machine operator	6 19 0
103. Longitudinal machine operator	6 19 0

ADULT MALES (CABLE MAKING)—*continued.*

	Wages per Week of 40 Hours.
	£ s. d.
104. Longitudinal machine assistant	6 17 0
105. Metal-braiding machine and/or horn gear braiding machine and/or braiding machine operator ..	6 17 0
106. Laying up machine operator	6 19 0
107. Laying up machine assistant	6 17 0
108. Repairer of cables	6 19 0
109. Spark testing machine operator	6 19 0
110. Tank test attendant	6 17 0
111. Operator employed jointing cables	6 19 0
112. Operator on waxing and/or compounding and/or impregnating machine	6 19 0
113. Helper on waxing and/or compounding and/or impregnating machine	6 17 0
114. Lacquering machine operator	6 19 0
115. Lacquering machine helper	6 17 0
116. Lead press operator for cables	7 3 6
117. Lead press assistant for cables	6 17 0
118. Lead stripping machine operator for cables	6 17 0
119. Marking machine operator	6 19 0
120. Rubber slitting machine operator	6 19 0
121. Rubber slitting machine helper	6 17 0
122. Taping and/or de-taping machine operator	6 17 0
123. Inspector and/or examiner of cables	6 19 0

ADULT FEMALES.

	Wages per Week of 40 Hours.
	£ s. d.
All adult females	4 15 0

SPECIAL RATES.

4. (a) Any female or junior (male or female) employed in any way in the making, finishing, or packing of preventatives, pessaries, or sheaths, shall receive the male basic wage provided herein, and in addition thereto shall receive the margin provided for a male operator engaged in the individual making of surgical goods.

(b) Any employee engaged in the process of acid curing, cold curing, or vapour curing (as defined in clause 25 hereof) shall be paid at the rate of 4s. per hour.

(c) Storemen and packers handling carbon black in a bulk store, employees handling carbon black elsewhere before processing, and employees engaged in processing free carbon black shall be paid the sum of 3s. per day in addition to the rate herein fixed for the class of work performed.

(d) Employees engaged in slicking and/or spraying motor and/or motor cycle tyres or actually working on acid vats in reclaiming shall be paid 1s. per day in addition to the rate herein fixed for the class of work performed.

(e) Employees using a spray gun for the purpose of spraying motor and/or motor cycle and/or bicycle tyres and/or finished mats shall be paid the sum of 1s. per day in addition to the rates herein prescribed for the class of work performed. Such payment shall include any payment made under sub-clause (d) hereof.

SHIFT RATES.

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

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

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

<i>Continuous Shifts—</i>		
Morning shift	2 0
Afternoon shift	3 0
Night shift	4 0
<i>Rotating Shifts—</i>		
Afternoon shift	3 0
Night shift	4 0

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

(e) An employee (not having requested his employer to so work) who—

(i) during a period of engagement on shift works night shift only; or

(ii) remains on night shift for a longer period than four consecutive weeks; or

(iii) works on a night shift which does not rotate or alternate with another shift or with day work so as to give him at least one-third of his time off night shift in each three-shift cycle,

shall, during such engagement, period, or cycle, be paid at the rate of time and a quarter for all time worked during ordinary working hours. The request referred to herein shall be in writing and shall specify the period the employee desires to remain on night shift and during such period the employee shall be entitled only to the payments specified in sub-clauses (a), (b), (c), or (d) hereof.

DEFINITIONS.

6. "Storeman and packer" means a male employee employed handling raw materials before manufacture or a male employee handling manufactured products in the factory immediately they are manufactured and before such manufactured products are delivered to a store or warehouse or such part of a factory as is used for that purpose. "Adult" as used in this Determination, shall include junior workers receiving the adult wage under sub-clause 2(b) hereof.

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

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

HOURS OF DUTY.

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

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

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

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

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

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

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

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

OVERTIME.

8. (a) Except as hereinafter provided all time worked before or after the employee's starting or finishing time shall be paid for at the rate of time and one-half for the first 4 hours, and double time thereafter.

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

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

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

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

MEALS.

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

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

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

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

MAXIMUM NUMBER OF HOURS WORKED.

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

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

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

RECORD OR TIME BOOK.

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

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

HOLIDAY AND SUNDAY WORK.

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

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

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

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

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

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

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

(h) 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 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 (l) of Clause 13 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 or by re-opening not more than two days later than the date of which notice was given upon giving at least four days' notice of such alteration.

ANNUAL LEAVE.

Period of Leave.

13. (a) Except as hereinafter provided a period of fourteen consecutive days' leave shall be allowed annually to an employee after twelve months' continuous service after 1st January, 1946 (less the period of annual leave), as an employee in any one or more of the occupations to which this Determination applies.

Annual Leave Exclusive of Public Holidays.

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

Broken Leave.

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

Calculation of Continuous Service.

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

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

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

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

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

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

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

Successor or Assignee.

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

Calculation of Month.

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

Leave to be Taken.

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

Time of Taking Leave.

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

Leave Allowed Before Due Date.

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

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

Payment for Period of Leave.

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

For the purposes of this sub-clause and sub-clauses (k) and (l) hereof wages shall be at the rates prescribed by clauses 2 and 3 of this Determination for the occupation in which the employee was ordinarily employed immediately prior to the commencement of his leave or the termination of his employment, as the case may be. Payment in the case of employees employed on piece or bonus work or any other system of payment by results shall be at time rates.

Proportionate Leave on Dismissal.

(k) If, after one month's continuous service in any qualifying twelve-monthly period, an employee lawfully leaves his employment or his employment is terminated by the employer through no fault of the employee, the employee shall be paid 6½ hours at his ordinary rate of wage in respect of each completed month of continuous service.

Annual Close Down.

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

- (i) He may by giving not less than one month's notice of his intention so to do stand off for the duration of the close down all employees in the plant or section or sections concerned, and allow to those who are not then qualified for two full weeks' leave, paid leave on a proportionate basis of one-sixth of a week's leave for each completed month of continuous service.
- (ii) An employee who has then qualified for two full weeks' leave, and has also completed a further month or more of continuous service shall be allowed his leave, and shall also be paid one-sixth of a week's wages in respect of each completed month of continuous service performed since the close of his last twelve-monthly qualifying period.
- (iii) The next twelve-monthly qualifying period for each employee affected by such close down shall commence from the day on which the plant, or section or sections concerned is re-opened for work.
- (iv) If, in the first year of his service with an employer, an employee is allowed proportionate annual leave under paragraph (i) hereof, and subsequently within such year lawfully leaves his employment or his employment is terminated by the employer through no fault of the employee, he shall be entitled to the benefit of sub-clause (k) of this clause subject to adjustment for any proportionate leave which he may have been allowed as aforesaid.

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

TERMS OF ENGAGEMENT.

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

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

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

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

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

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

SICK LEAVE.

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

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

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

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

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

PAYMENT OF WAGES.

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

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

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

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

MIXED FUNCTIONS.

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

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

TOOLS OF TRADE.

18. (a) The employer shall provide all tools of trade.
 (b) Any employee engaged on acid vats, or on reclaiming or washing raw rubber, or in wet places, shall be supplied with apron or overalls, and rubber or other suitable boots, free of charge.

SEATS FOR FEMALE WORKERS.

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

HEAVY WEIGHTS.

20. (a) No male employee shall be required to pull, drag, or push more than 10 cwt. : Provided that this sub-clause shall not apply to any truck on rails nor to any truck fitted with ball or roller bearings.
 (b) No female employee shall be required to lift or carry more than 30 lb.
 (c) No male employee shall be required to lift or carry excessive weights. Any dispute about what constitutes "excessive weights" shall be referred to the Secretary for Labour.

REST TIME.

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

HEALTH OR HYGIENIC CONDITIONS.

22. (a) Every employer shall in each factory supply suitable dining-room accommodation.
 (b) Every employer shall provide sufficient boiling water for employees at meal hours.
 (c) Every employer shall supply drinking water in each department of the factory.
 (d) Any employee engaged as a reclaim worker or moulder of motor and/or motor cycle tyres, calendar hands, mill hands, compound hands, and employees engaged in the wet sponge rubber department, shall be provided with a lock-up cupboard, suitable baths or showers, and a changing-room.
 (e) All dipping vats, excluding those containing latex and varnishing solutions, shall be provided with covers.
 (f) Sifting boxes or machines shall be rendered reasonably dust proof.
 (g) Hoods and exhaust flues shall be installed over all mixing mills, dry heaters, chalking or sifting machines, and buffs, provided that no hood or exhaust flue shall be required to be installed over any portable buff.
 (h) The provisions of sub-clauses (a), (b), (c), and (d) hereof shall have no application to repair shops.

SICKNESS.

23. (a) Any employee may leave work at any time on account of occupational sickness or accident arising out of and in the course of his employment, and shall be entitled to re-employment at the termination of the sickness or recovery from the accident: Provided that a satisfactory medical certificate, if called for, is produced to the employer or his representative at the time of application for re-employment, and provided that notice of his inability to work be conveyed to the employer within 48 hours of such inability arising.
 (b) Any employee so leaving work for more than seven days may be required to give to his employer seven days' prior notice of his fitness to resume work.
 (c) In no case shall an employee be entitled to re-employment in pursuance of this clause after the expiration of six months from the first notification of the sickness or the accident causing the absence.
 (d) This clause shall apply only to employees who are entitled to benefits under the Workers' Compensation Act.
 (e) Any employee injured on the employer's premises, whether the injury is incidental to his or her work or not, shall report such injury at a first-aid room or other appointed place before leaving the premises.

FIRST-AID ATTENDANT.

24. (a) First-aid appliances and a certified first-aid attendant shall be provided by employers at all factories, and where female employees are employed such first-aid attendant, or another first-aid attendant, shall be a female. Such female attendant may do other work.
 (b) The provisions of sub-clause (a) hereof shall have no application to repair shops.
 (c) A sufficient first-aid outfit shall be provided and maintained on the premises by employers at all repair shops.
 (d) An employee appointed by the employer to render first-aid shall be paid the sum of 2s. for each day for which he is so appointed in addition to the wage rates prescribed by this Determination.

PROCESS OF COLD CURING, ETC.

25. (a) No person shall be engaged acid curing, cold curing, or vapour curing for more than two consecutive hours, and every person so engaged must have at least four hours interval before resuming same. The employer shall provide fresh milk and respirators free of charge for persons engaged on this class of work.
 (b) Provided that acid curing, cold curing, or vapour curing as set out in sub-clause (a) hereof shall include only curing by bi-sulphide of carbon or benzine with chloride of sulphur or any other substance declared to be offensive and/or injurious by the Wages Board.

UNION DELEGATE.

26. (a) The general secretary or any branch secretary of the union, or any official thereunto, authorized by the union, shall not be prevented by any employer from visiting and conversing with the members of the union in the dining-room or waiting-room (where provided) at meal times, or before or after the hours of work.
 (b) If any such official make himself objectionable to the employer or to any manager or foreman or employee, the right of such official to visit may be determined by the employer affected, and the union may substitute another official in his stead.
 (c) Any official of the union shall have access to any repair shop for the purpose of interviewing any employee engaged therein.

UNION BUSINESS.

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

NOTICE BOARD.

28. (a) A notice board shall be provided in the dining-room or in some other prominent position at the works.
 (b) Any notice previously approved by the employer or his representative may be posted on such notice board.
 (c) A copy of this Determination shall be posted and kept posted at the notice board provided pursuant to sub-clause (a) hereof not later than 28 days after the date of issue of such Determination.

WASHING TIME.

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

TRAVELLING TIME.

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

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

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

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

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

PERIODICAL ADJUSTMENT OF WAGES.

31. The wages rates, set out in clauses 2 and 3, are based upon the following basic wage rates, and, pursuant to the provisions of Section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically adjusted as prescribed by clause 32.

(i)

Adult Male Employees.

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

TABLE "A."

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

(ii)

Adult Females.

The minimum rate of wage to be paid to adult females shall be 75 per cent. of the "Total Basic Wage for Adult Males" as provided in Table "A" of clause 31 hereof, payable from time to time plus a loading at the rate of 5s. per week.

(iii)

Juniors.

(a) The minimum rates of wages to be paid to juniors shall be calculated at the respective percentages of the appropriate "Total Basic Wage for Adult Males" as provided in Table "A" of clause 31 hereof, payable from time to time as set out hereunder:—

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

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

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

TABLE "B."

(iv)

Adult Males (other than Cable Making).

First Column. Class of Work.	Second Column. Marginal Difference per Week.	Third Column. Loading per Week.
	s. d.	s. d.
1. Employee engaged on any operation other than those set out hereunder	7 0	6 0
2. Sifter and/or drier of compounding ingredients	9 0	6 0
3. Operator in charge of drying machine	11 0	6 0
4. Weigher and/or assembler of compounds for mixing, calendering, &c.	14 0	6 0
5. Storeman and packer as defined herein not working in raw materials store	11 0	6 0
5A. Storeman and packer as defined herein working in raw materials store	13 0	6 0
6. Wrapper of goods made by wrapped process	9 0	6 0
7. Operator in charge of lead-covered hose stripping machine	11 0	6 0
8. Operator in charge on hose-making machine (wrapped process)	13 0	6 0
9. Helper on hose-making machine (wrapped process)	11 0	6 0
10. Lead-covering machine helper	11 0	6 0
11. Operator in charge of lead-covering machine (hose)	17 6	6 0
11A. Maker of vacuum cleaner hose	13 0	6 0
12. Maker of wrapped hose by hand-made process	20 0	6 0
13. Dough mixer working on mill and/or enclosed mixer for solution or cement	11 0	6 0
14. Operator on washing mill and/or grinding waste	11 0	6 0
15. Operator on warming and/or masticating mill and/or reclaim refining mill	13 0	6 0
16. Operator on cracker mill	11 0	6 0
17. Operator on mixing mill	20 0	6 0
18. Reclaimer or employee engaged on acid tank	11 0	6 0
19. Employee on digester machine	13 0	6 0
20. Spreader in charge of machine (not otherwise classified)	14 0	6 0
21. Spreader of waterproof piece-goods for making garments and/or spreader of rugs and/or printers blankets and/or bed sheeting	20 0	6 0

TABLE "B"—continued.
Adult Males (other than Cable Making)—continued.

First Column. Class of Work.	Second Column. Marginal Difference per Week.	Third Column. Loading per Week.
	<i>s. d.</i>	<i>s. d.</i>
22. Employee engaged on doubling and/or chalking and/or polishing and/or embossing	10 0	6 0
22A. Operator employed on impregnating machine and/or pre-dipping machine	11 0	6 0
23. Operator engaged on motor, motor cycle, bicycle tube and/or bicycle tyre making and/or joining (not otherwise classified)	11 0	6 0
24. Operator engaged on motor, motor cycle, and/or bicycle tube joint curing	13 0	6 0
25. Operator building pneumatic tyre on flat and/or crown drum and/or on flat top core (excluding bicycle tyre and/or tractor or earth grader tyre 24 inch diameter and over and/or aeroplane tyres 14 inch diameter and over)	15 0	6 0
25A. Operator building tractor or earth grader tyre 24 inch diameter and over or aeroplane tyre 14 inch diameter and over on flat and/or crown drum and/or flat top core	17 6	6 0
26. Operator building pneumatic tyre on core (excluding flat top core and/or bicycle tyre and/or tractor or earth grader tyre 24 inch diameter and over and/or aeroplane tyre 14 inch diameter and over)	17 6	6 0
26A. Operator building tractor or earth grader tyre 24 inch diameter and over or aeroplane tyre 14 inch diameter and over on core	20 0	6 0
27. Inspector and/or examiner and/or tyre tester	13 0	6 0
28. Tester with water	7 0	6 0
28A. Operator employed on hand-skiving machine used in tyre construction	9 0	6 0
28B. Operator making endless bands or packets for motor, motor cycle, tractor, earth grader, or aeroplane tyres	9 0	6 0
29. Weaver in charge of braiding machine and/or circular and/or flat loom and/or knitting machine and/or operator in charge of creels and/or other similar machines and/or winding wire	13 0	6 0
30. Operator in charge of cotton creels	13 0	6 0
31. Cutter of treads and/or assembler of motor, motor cycle and/or bicycle, treads by machine	11 0	6 0
32. Maker of packing	13 0	6 0
33. Operator on mat-cutting guillotine, mat-punching process, mat-buffing, and/or sanding machine	13 0	6 0
34. Designer and/or maker of inlaid mats and/or inlaid floor matting (including punched mats)—		
First year	11 0	6 0
Second and third years	17 6	6 0
Thereafter	22 0	6 0
35. Operator employed fitting solid tyre to wheel (motor vehicle or otherwise)	15 0	6 0
36. Operator employed fitting pneumatic tyre to rim and/or wheel	11 0	6 0
37. Operator on clicking press and/or sole-cutting machine and/or mechanically-operated punching press	13 0	6 0
37A. Operator lasting up leather shoes	9 0	6 0
38. Operator on lathe and/or other power-driven cutting machine engaged in cutting off rings, washers, and/or strips and/or buffing cylindrical rollers up to 3 feet in length	13 0	6 0
39. Operator employed on mechanical lathe fashioning hand-made mechanical and/or surgical goods (including buffing cylindrical rollers over 3 feet in length)	17 6	6 0
40. Operator on lathe engaged fashioning biased bowls	17 6	6 0
41. Operator dipping balloons and/or other dipped goods	13 0	6 0
42. Operator of rubber thread-cutting lathe	15 0	6 0
43. Operator in charge of self-contained mould and/or heaterman in charge of curing pan and/or dry heater	13 0	6 0
44. Helper on self-contained mould and/or curing pan and/or dry heater	7 0	6 0
45. Operator in charge of vulcanizing press, more than 4 feet in length (including the bonding of rubber to metal in the vulcanizing press)	17 6	6 0
46. Operator in charge of vulcanizing press, not more than 4 feet in length (including the bonding of rubber to metal in the vulcanizing press)	15 0	6 0
47. Helper on vulcanizing press, more than 4 feet in length (including the bonding of rubber to metal in the vulcanizing press)	13 0	6 0
48. Operator in charge of person engaged in the moulding of and/or on any operation directly connected with the moulding of motor and/or motor cycle tyres	20 0	6 0
49. Operator engaged in the moulding of and/or on any operation directly connected with the moulding of motor and/or motor cycle tyres and/or air bags	17 6	6 0
50. Operator in charge of person engaged in making and/or moulding solid motor tyres	17 6	6 0
51. Operator engaged in making and/or moulding solid motor tyres	11 0	6 0
51A. Operator racking green motor tyres	9 0	6 0
52. Operator engaged in moulding articles other than motor and/or motor cycle tyres and/or tubes and/or air bags	13 0	6 0
53. Moulder in charge other than moulder engaged on motor and/or motor cycle and/or solid tyre moulding	15 0	6 0
54. Operator in charge hand making transmission conveyor and/or elevator belting	17 6	6 0
55. Operator engaged hand making transmission conveyor and/or elevator belting	14 0	6 0
56. Operator engaged on belt making machine	11 0	6 0
57. Operator laying mats, tiles, or rubber flooring	20 0	6 0
58. Repairer of used motor and/or motor cycle tyre and/or tube and/or air bags	20 0	6 0
59. Repairer of blemishes on new motor and/or motor cycle and/or bicycle tyres and/or tubes	13 0	6 0
60. Operator re-treading new tyres	11 0	6 0
61. Maker of air bags with extruded material	13 0	6 0
62. Maker of air bags (not otherwise classified)	20 0	6 0
62A. Operator buffing air-bags	10 0	6 0
62B. Operator of machine de-treading and/or pulling sleeves or patches on new or used tyres	9 0	6 0
63. Operator in charge of forcing machine (including operator in charge of bead extruder and creel bead-making machine)	15 0	6 0
64. Operator in charge of forcing machine straining rubber	11 0	6 0
65. Operator in charge of textile-cutting machine	13 0	6 0

TABLE "B"—continued.

Adult Males (other than Cable Making)—continued.

First Column. Class of Work.	Second Column. Marginal Difference per Week.	Third Column. Loading per Week.
	<i>s. d.</i>	<i>s. d.</i>
66. Operator of electric-cutting machine (other than cutter in the waterproof) or operator cutting textile by hand	11 0	6 0
67. Operator engaged in the individual making of surgical mechanical (including the bonding of rubber to metal excepting as provided in items 45, 46, and 47 hereof) fuel tanks and/or sporting goods who designs, lays out, cuts to shape and/or builds up, and is responsible for making complete article up to but not including the sandpapering or curing or turning of the article	22 0	6 0
68. Operator engaged in the making of general surgical mechanical (including the bonding of rubber to metal excepting as provided in items 45, 46, and 47 hereof) fuel tanks or sporting goods, including mandrel and/or drum built belts	13 0	6 0
69. First assistant on calendar, 48 inches and over	17 6	6 0
70. First assistant on calendar, under 48 inches	11 0	6 0
71. Operator in charge of calendar, 72 inches and under	29 0	6 0
72. Operator in charge of calendar, over 72 inches	34 0	6 0
73. Table hand and/or machinist employed on sewing machines engaged in the manufacture of waterproof articles (other than articles of waterproof clothing)	18 0	6 0
74. Operator engaged in the process of sponge rubber made from latex or similar composition on the following class or classes of work :—mixing, frothing, pouring, stripping, trimming, inserter hydro, cleaning or tying, table hand	13 0	6 0
75. Storeman in charge of moulds	9 0	6 0
76. Operator engaged in mould burning	9 0	6 0
77. Operator engaged on sandblasting— (a) who operates from outside a properly-enclosed cabinet	11 0	6 0
(b) other	13 0	6 0
78. Operator joining and/or repairing fabric liners	9 0	6 0
79. Operator cutting raw rubber by machine or press	9 0	6 0
80. Operator of trans-stacker or swifter-lighter or other similar machines	13 0	6 0
ADULT MALES (CABLE MAKING).		
81. Operator engaged in any operation other than those for which a margin is fixed here-under	7 0	6 0
82. Operator on mixing mill	20 0	6 0
83. Operator on warming and/or masticating mill and/or reclaim refining mill	13 0	6 0
84. Heaterman in charge of curing pan and/or dry heater	13 0	6 0
85. Operator in charge of forcing machine	15 0	6 0
86. First assistant on calendar, 48 inches and over	17 6	6 0
87. First assistant on calendar under 48 inches	11 0	6 0
88. Operator in charge of calendar, 72 inches and under	29 0	6 0
89. Operator in charge of calendar over 72 inches	34 0	6 0
90. Fine wire-drawing machine operator	13 0	6 0
91. Medium wire-drawing machine operator	13 0	6 0
92. Wire-drawing (tandem) machine operator	13 0	6 0
93. Annealing furnace operator	13 0	6 0
94. Pickling plant operator	11 0	6 0
95. Wire winding machine operator	11 0	6 0
96. Fine wire-tinning machine operator	11 0	6 0
97. Medium wire-tinning machine operator	13 0	6 0
98. Assisting tinning-machine operator	11 0	6 0
99. Bunching-machine operator	11 0	6 0
100. Stranding and/or armouring machine operator	13 0	6 0
101. Operator of cable winding machine and/or rewinding machine and/or rubber rewinding machine for cables	11 0	6 0
102. Lapping machine operator	13 0	6 0
103. Longitudinal machine operator	13 0	6 0
104. Longitudinal machine assistant	11 0	6 0
105. Metal braiding machine and/or horn gear braiding machine and/or braiding machine operator	11 0	6 0
106. Laying-up machine operator	13 0	6 0
107. Laying-up Machine assistant	11 0	6 0
108. Repairer of cables	13 0	6 0
109. Spark-testing machine operator	13 0	6 0
110. Tank test attendant	11 0	6 0
111. Operator employed jointing cables	13 0	6 0
112. Operator on waxing and/or compounding and/or impregnating machine	13 0	6 0
113. Helper on waxing and/or compounding and/or impregnating machine	11 0	6 0
114. Lacquering machine operator	13 0	6 0
115. Lacquering machine helper	11 0	6 0
116. Lead press operator for cables	17 6	6 0
117. Lead press assistant for cables	11 0	6 0
118. Lead-stripping machine operator for cables	11 0	6 0
119. Marking machine operator	13 0	6 0
120. Rubber-slitting machine operator	13 0	6 0
121. Rubber-slitting machine helper	11 0	6 0
122. Taping and/or de-taping machine operator	11 0	6 0
123. Inspector and/or examiner of cables	13 0	6 0

ADJUSTMENT OF BASIC WAGE.

32. (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 31.

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

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

J. V. WILLOX, Secretary.

Melbourne, 20th December, 1948.