



# VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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

No. 720]

FRIDAY, JULY 27.

[1951

Factories and Shops Acts.

## DETERMINATION OF THE TANNERS (FURRED SKINS) BOARD.

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

(b) On the 9th September, 1947, the Fellmongers Board was deprived of the power to determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the process trade or business of a tanner of sheep skins from which the wool has not been removed and such power was conferred exclusively on the Tanners (Furred Skins) Board.

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board appointed to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the trade of a tanner of all kinds of furred skins, or a dresser or a dyer of such skins," has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence in May, 1951, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

### ADULT MALES

	Wages Per Week.		
	£	s.	d.
Persons engaged shaving on upright knife and/or rotary shaving knife—			
1st year's experience .. .. .	10	11	0
2nd year's experience .. .. .	10	16	0
Thereafter .. .. .	11	5	6
Persons engaged as fleshers on upright knife, beam fleshers, and pullers on upright knife—			
1st year's experience .. .. .	10	9	0
Thereafter .. .. .	11	0	6
Machine flesher .. .. .	10	8	0
Persons engaged as wet drum hands and/or paddle and/or vat hand and/or hydro extractor operators .. .. .	10	0	0
Persons engaged as dry drum operators .. .. .	10	0	0
Persons engaged in spraying stencilling or tipping by machine or by hand .. .. .	10	3	0
Persons engaged as buffing machinists .. .. .	10	6	6
Persons engaged as fluffing machinists .. .. .	10	1	0
Persons engaged as fluffing machinists on suede wheel .. .. .	10	5	0
Persons engaged as staking machine operators .. .. .	10	1	0
Persons engaged as carding and/or combing machine operators (sheep skins) .. .. .	10	1	0
Persons engaged as setting out and/or stretching machine operators .. .. .	10	0	0
Persons engaged ripping by hand or by machine .. .. .	9	19	0
Persons engaged as clipping and/or epilating machine operators .. .. .	10	0	0
Table hands .. .. .	9	19	0
Males not elsewhere included .. .. .	9	3	0
Men employed at emptying sewers, settling pits, and cleaning sewers shall be paid at the rate of 1s. per hour in addition to their ordinary or overtime rate whilst engaged on such work			

### WET WORK.

The weekly wage of all adult employees engaged in the following classes of work, namely—

Shaving on upright and/or rotary shaving knife, fleshers on upright knife, beam fleshers, pullers on upright knife, machine fleshers, wet drum hands, and/or paddle and/or vat hand and/or hydro extractor operators and ripping by hand or by machine,

shall be increased by the sum of 3s. 6d. per week as wet workers.

No. 720—4814/51.—PRICE 6d.

**ADULT FEMALES.**

Females operating rotary shaving knife, beam fleshing, pulling and fleshing on upright knife shavers, shall be paid the rate which is prescribed for adult males.

	<b>£ s. d.</b>
All others .. .. .	6 17 0
3.	

		Wages Per Week.
		<b>£ s. d.</b>
<i>Males.</i>		
Under 16 years of age .. .. .		2 13 0
16 and under 17 years of age .. .. .		3 11 0
17 and under 18 years of age .. .. .		4 8 6
18 and under 19 years of age .. .. .		5 6 0
19 and under 20 years of age .. .. .		7 1 6
20 and under 21 years of age .. .. .		8 17 0
<i>Females.</i>		
Under 16 years of age; .. .. .		2 9 0
16 and under 17 years of age .. .. .		3 2 6
17 and under 18 years of age .. .. .		3 10 0
18 and under 19 years of age .. .. .		3 19 6
19 and under 20 years of age .. .. .		4 9 0
20 and under 21 years of age .. .. .		5 10 0

and thereafter the minimum wage prescribed for adult females for the class of work which they are doing, provided, however, that a junior female after 4 years' experience in the industry covered by this Determination shall be paid the full adult rate prescribed in clause 2

For the purposes of this clause "experience" shall mean any form of employment in this industry.  
 Juniors employed under this clause shall on dismissal receive from their employer a certificate of the period of employment completed. Employers who willfully employ juniors without taking into account previous experience shall be guilty of a breach of this Determination.

The proportion of apprentices and male improvers shall be two apprentices or improvers to every three or fraction of three workers receiving not less than the minimum wage.

The proportion of female improvers shall be as follows :—

<i>Female Improvers.</i>		
One female to one .. .. .	}	Female workers receiving not less than the minimum wage.
Three female improvers to two .. .. . and thereafter, three additional female improvers to every two additional .. .. .		

**DEFINITIONS.**

- 4. (a) "Federation" means the Australian Leather and Allied Workers Trades Employees Federation.
- (b) "Flesher" is an adult person removing flesh from raw wet skins on a beam or upright knife.
- (c) "Shaver" is an adult person shaving partly dressed skins with a sharp edged knife or by a machine. (Excepting the Rotary Shaving Knife).
- (d) "Puller" is an adult person employed pulling wet raw skins over an upright knife.
- (e) "Casual Worker" means an employee (other than a regular employee employed and paid by the day).
- (f) "Double time rates" or "rate of double time" shall mean when applicable to ordinary or shift 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; when applicable to hours worked outside the ordinary or shift hours on the days mentioned or in excess of 48 hours per week or 176 hours per twenty-eight consecutive days, the terms shall mean twice such ordinary rate.

**CONTRACT OF EMPLOYMENT.**

- 5. (a) That notice equivalent to 40 working hours shall be given on either side to terminate employment. Such notice may be given at any time. This shall not effect the right of the employer to dismiss any employee without notice for malingering, inefficiency, neglect of duty, or misconduct (in which case wages shall be paid up to the time of dismissal only), or to deduct payment for any day the employee cannot be usefully employed because of any strike, or through any breakdown of machinery, or any stoppage of work, or any cause for which the employer cannot be reasonably held responsible.
- (b) In lieu of such 40 working hours' notice, except in circumstances referred to above, the employer shall pay 40 hours' wages; and vice versa the employee leaving his employment without notice shall forfeit 40 hours' wages, which may be deducted from any wages due.
- (c) Provided that any notice determining the employment solely for the purpose of evading payment for prescribed holidays, and not to determine finally the engagement, shall not deprive the employee of payment for any prescribed holidays occurring or observed between such notice to terminate and the re-engagement, if any.
- (d) No employee shall, without just cause, be absent from his or her place of employment during the prescribed hours whilst there is work 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 such work on the days and during the hours fixed by this Determination.
- (e) 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. Such an employee shall not be paid for a holiday occurring during any week he is employed.

**EMERGENCY PROVISIONS.**

- 5A. (a) Notwithstanding anything elsewhere contained in this Determination, the following provisions shall apply in the case of an employer who is subject to restriction or rationing in the use of electric gas energy and/or coal gas and/or the emergency disconnection thereof in accordance with orders or regulations approved by the appropriate lawful authority.
  - (i) If by reason of such restriction or rationing or emergency disconnection he is unable usefully to employ an employee for the whole or part of any day or shift, he may deduct from the wages of that employee payment for any part of the day or shift such employee cannot be usefully employed provided that—
    - (1) if an employer requires the employee to attend for work but is not able to employ him usefully the employee shall be entitled to be paid for two hours' work;
    - (2) where an employee commences work he shall be entitled to be paid for four hours' work;
    - (3) this sub-clause shall not apply to apprentices.

(ii) He may require any day worker to perform his ordinary hours of work (or any such ordinary hours of work) at any time on any day other than on a Sunday on the basis of 40 hours per week. The following rates of pay shall apply for such work—

- (1) for work performed on Mondays to Fridays from 7 a.m. to 5.30 p.m. and on Saturdays from 7 a.m. to noon—ordinary time;
- (2) for work performed between noon and midnight on Saturdays—ordinary rates plus 25 per cent.;
- (3) for work performed at all other times other than on a Sunday—ordinary rates plus 10 per cent.

Provided that when a worker is required to commence work between the hours of 9.30 p.m. and 6 a.m., the amount he shall receive shall not be less than an amount of 5s. more than the amount he would receive if paid at ordinary day rates.

(iii) He may require any shift worker to perform his hours of work at any time other than on a Sunday on the basis of 40 hours per week. The following rates of pay shall apply for such work:—

- (1) for day work or day shift work—ordinary time;
- (2) for work performed between noon and midnight on Saturdays—ordinary rates plus 25 per cent.;
- (3) for afternoon and night shifts—ordinary rates plus 10 per cent.

Provided that when a shift worker is required to commence work between the hours of 9.30 p.m. and 6 a.m., the amount he shall receive shall not be less than an amount of 5s. more than the amount he would receive if paid at ordinary rates.

(4) Nothing continued in this sub-clause shall operate so as to reduce the shift premiums payable to employees who were shift workers working on afternoon and night shifts only at the date of such interference as aforesaid and who continue to work on such shifts.

(iv) He may alter the time at which meal breaks are usually taken and/or the duration of them, in order to avoid or mitigate the effects of such interference, without being liable to pay penalty rates for work done during the normal meal breaks; provided that the commencing time of any meal break is not made more than one hour earlier or later than usual and that a meal break of at least twenty minutes is allowed; and provided also that the employer shall, whenever it is practicable, consult with the representative of the Union or Unions before acting under this paragraph.

(b) Notwithstanding anything elsewhere contained in this Determination, the provision of this clause shall also apply (*mutatis mutandis*) in the case of an employer who uses auxiliary power plant for the purpose of providing employment for his employees whilst such restriction or rationing or emergency disconnection is in force and who—

- (i) is unable usefully to employ an employee for the whole of any day or shift by reason of a breakdown in such plant through no fault of his own; or
- (ii) because of the inability of the auxiliary power plant to meet the normal demands for power—
  - (1) finds it necessary to require any employee to perform his ordinary hours of work (or any of such ordinary hours of work) outside the hours normally worked by such employee; or
  - (2) finds it necessary to alter the time at which meal breaks are usually taken and/or the duration of them.

#### MIXED FUNCTIONS.

6. Where an employee is engaged on any day on mixed functions or on work carrying a higher rate of pay than his ordinary classification he shall be paid at the higher rate for the time so worked on such higher classification. If the aggregate hours worked by an employee on such higher classification exceed 16 in the week he shall be paid at the higher rate for the week.

Provided that an employee employed at any two or more of the operations of buffing, fluffing, or fluffing on the suede wheel not entitled to the higher rate for any week shall for each day on which he is called on to do any two or more such operations be paid the higher rate of pay.

#### PAYMENT BY RESULTS.

7. Subject to the following provisions piece-work or any other system of payment by results may be adopted by an employer so long as such rates permit employees of average capacity to earn at least 10 per cent. in addition to the total wages to which they are entitled under clause 2 of this Determination.

Piece-work rates may be fixed or varied by factory boards 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.

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 seven days after the service of notice on the State secretary of the Federation, the employer may adopt such piece-work rates which he deems reasonable without the authority of a board.

#### HOURS.

8. The ordinary hours of employment shall be 40 per week, such hours to be worked between 7.30 a.m. and 5.15 p.m. on Monday to Friday inclusive.

#### MEAL TIME.

9. (a) The break for midday meals shall be not less than 45 minutes and not more than 1 hour and shall commence not later than 1 p.m.

(b) An employee shall not be compelled to work for more than five hours without a break for a midday meal.

(c) The starting and finishing times for meals shall not be altered except by agreement between the employer and his employees or by the Wages Board.

(d) Any employee called upon to work during a meal hour shall be paid time and half, and such time and a half shall continue until he has had a meal break.

(e) Subject to the provisions of sub-clause (c) hereof an employee engaged in the dye-house shall work during meal breaks at the ordinary rates herein prescribed whenever instructed to do so in cases of emergency. Any dispute shall be referred to the Wages Board.

#### SHIFT WORK.

10. (a) In this clause "first or day shift" means any shift commencing at 7 a.m. or the first shift commencing thereafter.

(b) "Afternoon shift" means any shift finishing after 6 p.m. and at or before midnight.

(c) "Nightshift" means any shift finishing subsequent to midnight and at or before 8 a.m.

(d) The ordinary hours of shiftworkers shall not exceed—

- (i) 8 in any one day; nor
- (ii) 48 in any one week; nor
- (iii) 88 in 14 consecutive days; nor
- (iv) 160 in 28 consecutive days; nor
- (v) 8 hours each day for 5 consecutive days.

(e) The time of commencing and finishing a shift shall be fixed by agreement between the employer and his employees and in default of agreement, by the Wages Board.

(f) Shiftworkers shall not be compelled to work more than five hours without a crib time being allowed, such crib time shall be for 20 minutes without deduction of pay and shall be taken at a time suitable to the process upon which he is engaged.

(g) Shiftworkers on the first or day shift shall be paid ordinary time rates.

(h) Shiftworkers on second or third shift shall be paid 10 per cent. more than the ordinary rates for such shifts.

(i) A shiftworker who during a period of engagement on shifts works on the night shift and without some regular rotation with some other shift or with day work (unless nightwork is worked by employee at his own request), shall be paid at the rate of time and a quarter for all time worked during his ordinary working hours.

(j) No junior male under 18 years of age and no female shall work on shift work.

(k) For all time worked outside the hours of commencing and finishing a shift, as agreed shift workers shall be paid overtime at the rate of double time: Provided that when not less than 8 hours' notice has been given to the employer by the relief man that he will be absent from work and the employee whom he should relieve is not relieved, the unrelieved employee shall be paid at the rate of time and a half for the first four hours on duty after he has finished his ordinary shift, and at the rate of double time thereafter, except where the employee is required to continue to work on his rostered day off when he shall be paid double time.

(l) The minimum rate to be paid to any shift worker between midnight on Friday and midnight on Saturday shall be time and a quarter. Such extra rate to be substituted for and not cumulative upon the shift premiums proscribed in sub-clause (h) of this clause.

#### REST PERIOD.

11. A rest period of ten minutes in the morning shall be given to all employees (excepting shift workers) between the hours of 9.30 a.m. and 11 a.m. During such period employees may not leave their department. Such time to be fixed by the employer concerned.

#### OVERTIME.

12. (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, (except as to shift workers) 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) An employer may require any employee to work reasonable overtime at overtime rates and such employee shall work overtime in accordance with such requirements.

#### MEAL MONEY.

13. Any employees required to work overtime for more than two hours in any one day without being notified the day before that they will be so required to work, shall either be supplied with a meal by the employer or paid 2s. 6d. in lieu thereof.

#### SUNDAY AND HOLIDAY RATES.

14. (a) Double time shall be the rate for all work done on Sunday, New Year's Day, Australia Day, Labour Day, Anzac Day, Good Friday, Easter Saturday, Easter Monday, Melbourne Cup Day, Christmas Day and Boxing Day, but if any other day be by Act of Parliament or Proclamation substituted for any of the above-mentioned holidays, the special rates shall only be payable for work done on the day so substituted.

(aa) In addition to holidays prescribed herein employees shall also be entitled to a holiday on the 9th May, 1951, and on the 13th November, 1951, as proclaimed by the respective Commonwealth and Victorian State Governments for the Commonwealth Jubilee Year, 1951, the said days shall be deemed to be included amongst the holidays above-mentioned for all purposes of the Determination.

(b) Any employee called upon to work on a Sunday or a holiday shall be paid a minimum of three hours' duty for Sunday and four hours for a holiday.

#### HOLIDAYS.

15. (a) Employees shall be entitled to the following public holidays without loss of pay as regards employees on weekly hiring:—

New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, Anzac Day, Melbourne Cup Day, Christmas Day and Boxing Day or such other day as is generally observed in the locality as a substitute for any of the said days respectively.

If any of the above holidays occur on a Saturday or a Sunday and are not observed on any other day, then employees shall not be paid for such Sunday, but shall be paid for such Saturday as for a half day in cases where the employee customarily works his ordinary weekly hours in five and a half days.

(b) 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-sixth of the appropriate weekly wage in factories working six days per week and one-fifth in factories working five days per week.

(c) 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-sixth or one-fifth as the case may be of the appropriate weekly wage.

#### SICK LEAVE.

16. (a) Any employee who has been in the employment of the same employer continuously for a period of not less than three months and who does not attend for duty shall lose his pay for the actual time lost unless such employee produces or forwards within 24 hours of the commencement of such absence, evidence satisfactory to the employer that his non-attendance was due to personal ill health or accident necessitating such absence, but such employee shall not be entitled to payment for non-attendance on the ground of personal ill health or accident for more than 40 hours of working time in each year of service.

(b) Notwithstanding the provisions of sub-clause (a) hereof if the full period of sick leave as prescribed is not taken in any year, such portion as is not taken shall be cumulative from year to year up to a period not exceeding 80 hours of working time, which shall be the maximum amount of leave to which an employee shall be entitled in any year without deduction of pay.

#### PAYMENT OF WAGES.

17. (a) Wages shall be paid not later than Friday of each week in the employer's time or within five minutes of knock off time. Time waiting for payment after such five minutes shall be paid for at overtime rates.

(b) Any employee who has worked only a portion of a week and who is dismissed by his employer shall be paid on ceasing work for all time worked during that week, less any deductions that the employer may be lawfully entitled to make.

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

## ANNUAL LEAVE.

18. (a) *Period of Leave.*—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.

(b) *Public Holidays Excluded.*—(i) Such period of annual leave shall not include public holidays observed on working days, but shall include all other non-working days.

(ii) If any public holiday 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.

(c) *Notice of Leave to be given.*—Wherever possible 30 days and in any event at least 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; and in the case of dispute to be settled by the Wages Board.

(d) *Time when leave to be granted.*—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.

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

(f) *Payment of Wages.*—Each employee before going on leave shall be paid two weeks' wages at ordinary rates for the occupation in which the employee was ordinary 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.

(g) *Leave in Advance.*—(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 the holidays clause 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.

(h) *Proportionate Payment.*—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 if his employment is terminated by his employer through no fault of the employee.

(i) *Calculation of continuous service.*—(i) Continuity of service shall be deemed to be continuous notwithstanding—

(a) 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;

(b) 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);

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

(d) any absence due to reasonable cause (including absence 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.

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

(a) (1) any annual leave taken therein;

(2) any absences of the kind mentioned in (a) and (b) of paragraph (i) above shall be counted as part of such period;

(b) in respect of absences of the kind mentioned in (c) and (d) paragraph (i) above the employee shall serve such additional period as part of his qualification for annual leave as will equal the period of such absences;

(c) (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, 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.

(j) *Calculation of month.*—For the purposes 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.

(k) *Successor or Assignee or Transferee.*—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.

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

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

- (ii) An employee who has then qualified for two full weeks' leave and has also completed a further month or more of continuous service shall be allowed his leave, and shall be paid one-sixth of a week's wages in respect of each completed month of continuous service performed since the close of his last twelve-monthly qualifying period.
- (iii) The next twelve-monthly qualifying period for each employee affected by such close down shall commence from the day on which the plant, or section or sections concerned is re-opened for work.
- (iv) If in the first year of his service with an employer an employee is allowed proportionate annual leave under paragraph (i) hereof, and subsequently within such year lawfully leaves his employment or his employment is terminated by the employer through no fault of the employee, he shall be entitled to the benefit of sub-clause (b) of this clause, subject to adjustment for any proportionate leave which he may have been allowed as aforesaid.
- (m) *Disputes.*—Any dispute as to the rights of an employee to or with respect to annual leave shall be dealt with by the Wages Board.
- (n) *Operation.*—Service before the 1st January, 1947, 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 already been allowed or made.

#### DAMAGE TO CLOTHING.

19. In the event of boots or clothing belonging to an employee being damaged or destroyed by fire or corrosive substance outside the normal course of usage of such boots or clothing, compensation to the extent of the damage sustained shall be made by the employer.

#### TOOLS OF TRADE.

20. Every employer shall provide gloves, aprons, leggings with vamps attached, or rubber boots for wet work, respirators where deemed necessary, or any tools of trade required by the employees in the performance of their duties.

#### PUTTING ON AND TAKING OFF COVERINGS.

21. Each employer shall allow his employees (wet workers) a period in the employer's time, five minutes at the termination of work each day for removing boots, leggings, gloves, and aprons. In the event of any disagreement between an employer and his employees as to whether the time allowed is reasonable the dispute shall be referred to the Wages Board.

#### ACCOMMODATION.

- 22. (a) Boiling water shall be supplied by the employer for the employees at lunch time.
- (b) Dining-room and dressing accommodation and facilities for drying working clothes shall be provided by the employer who shall be held responsible for the place being kept clean. Dressing rooms shall contain suitable provisions (hanging facilities) for the clothes of each employee.
- (c) Suitable showers shall be available for all employees, and both hot and cold water shall be laid on and shall be readily accessible to employees.
- (d) The employer shall provide a suitable covered bicycle stand.

#### REST ROOM.

23. In factories where 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.

#### FEDERATION BUSINESS.

24. Any members of the Federal Council of the Federation, or any member of the Committee of Management of any State Branch or Section thereof, may leave work to attend the business of the Federation provided that at least three days' notice has been given the employer.

#### FACTORIES AND SHOPS ACTS.

25. Employers shall comply with the laws and regulations in force in the State of Victoria relating to factories and workshops in respect to first-aid equipment, sanitation, lavatories, factory cleanliness, heating, light and seating accommodation, insofar as such laws and regulations do not conflict with this Determination.

#### POSTING OF NOTICES.

- 26. (a) The employer shall permit notice-boards to be erected in a prominent position in his establishment for the purpose of posting any notices thereon in connexion with the legitimate business of the Federation. All such notices shall be signed by the branch secretary of the Federation.
- (b) Every employer shall post and keep posted a copy of this Determination and variations thereof in a place accessible to all employees.

#### RIGHT OF ENTRY OF UNION OFFICIAL.

27. A duly accredited representative of the Australian Leather and Allied Trades Employees' Federation shall have the right to enter employers' establishments during the midday meal hour for the purpose of interviewing employees on legitimate Union business on the following conditions:—

- (a) That he produces his authority to the employer or his representative.
- (b) That he interviews employees only at the place where they are taking their meal.
- (c) That not more than one representative in all be in any establishment at any one time.
- (d) That no one representative visit an establishment more than once a fortnight.
- (e) That if an employer alleges that a representative is unduly interfering with his establishment 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.

#### AUTHORIZED PERSON MAY ENTER FACTORY.

28. (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. 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.

A Union representative shall be a duly accredited representative of an organization covered by this Determination 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 for all purposes of the Tanners (Furred Skins) Determination

(SEAL)

General Secretary

(Specimen Signature of Holder)

Date \_\_\_\_\_

Strictly not transferable

PERIODICAL ADJUSTMENT OF WAGES.

29. The wages rates set out for adults in clause 2 are based upon the following basic wage, and, pursuant to the provisions of Section 21 of the Factories and Shops Act 1934, the Board hereby determines that such rates shall be automatically adjusted as prescribed by clause 30.

Table A.—Total Base Rate.—Males.

Place.	Basic Wage (Adjustable).	Industry Loading (Constant).	Total Base Rate.	Index Number Set Assigned.
	Per Week. £ s. d.	Per Week. s. d.	Per Week. £ s. d.	
Throughout the State .. .. .	8 17 0	6 0	9 3 0	Melbourne

Total Base Rate.—Females.

The minimum rates of wages for adult females shall be the equivalent to 75 per cent. of the total base rate for adult males as set out in Table A. hereof calculated to the nearest 6d., half or less than half of 6d. to be disregarded.

ADJUSTMENT OF BASIC WAGE.

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

(b) Until the beginning of the first pay period to commence in August, 1951, the amounts of the basic wage shall be as prescribed in clause 29.

(c) During each future successive period beginning with the first pay period to commence in an August, a November, a February, or a May, the amounts 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 '103 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.

Apprentices or Improvers.

The minimum rates of payment to be paid to apprentices or improvers shall be as follows :—

Males.

Age of Employee.	A total payment per week at the equivalent of the below stated percentage of the male basic wage indicated in Table A of clause 29 calculated to the nearest 6d., half or less than half of 6d. 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

Females.

Age of Employee.	A total payment per week at the equivalent of the below stated percentage of the female basic wage indicated in Table A of clause 29 calculated to the nearest 6d., half or less than half of 6d. to be disregarded.
	Per cent.
Under 16 years of age .. .. .	37
16 and under 17 years of age .. .. .	47
17 and under 18 years of age .. .. .	53
18 and under 19 years of age .. .. .	60
19 and under 20 years of age .. .. .	67
20 and under 21 years of age .. .. .	83

31. In addition to the total base rate provided in clause 29, the margins set out in this clause shall be the minimum rate payable to employees therein named :—

Classifications.	Margins.
	Per Week.
	s. d.
Persons engaged shaving on upright knife and/or rotary shaving knife—	
1st year's experience .. .. .	28 0
2nd year's experience .. .. .	33 0
Thereafter .. .. .	42 6
Persons engaged as flesher on upright knife, beam fleshers, and pullers on upright knife—	
1st year's experience .. .. .	26 0
Thereafter .. .. .	37 6
Machine flesher .. .. .	25 0
Persons engaged as wet drum hands and/or paddle and/or vat hand and/or hydro extractor operator .. .. .	17 0
Persons engaged as dry drum operators .. .. .	17 0
Persons engaged in spraying, stonelling or tipping by machine or by hand .. .. .	20 0
Persons engaged as buffing machinists .. .. .	23 6
Persons engaged as fluffing machinists .. .. .	18 0
Persons engaged as fluffing machinists on suede wheel .. .. .	22 0
Persons engaged as staking machine operators .. .. .	18 0
Persons engaged as carding and/or combing machine operators (sheep skins) .. .. .	18 0
Persons engaged as setting out and/or stretching machine operators .. .. .	17 0
Persons engaged ripping by hand or by machine .. .. .	16 0
Persons engaged as clipping and/or epilating machine operators .. .. .	17 0
Table hands .. .. .	16 0
Males not elsewhere included .. .. .	Nil

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

J. V. WILLOX, Secretary.

Melbourne, 3rd May, 1951.