



# VICTORIA GOVERNMENT GAZETTE.

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[1952

Factories and Shops Acts.

## DETERMINATION OF THE GAS WORKS BOARD.

NOTE.—This Determination applies to the whole of the State of Victoria in the following manner:—

- (a) Clauses 1 to 35 inclusive apply to the cities of Ballarat, Bendigo, and Warrnambool, the area within a radius of 20 miles of the G.P.O., Melbourne, 10 miles of the G.P.O., Geelong, and the borough of Castlemaine.
- (b) Clause 1 and clauses 36 to 55 inclusive apply to the whole of the State outside, and excepting those places enumerated in the preceding paragraph.
- (c) Clauses 56 and 57 inclusive apply to the whole of the State.

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 or in connection with making coal gas for trade or sale but not including any person or persons or classes of persons subject to the Determination of any Wages Board heretofore appointed," has made the following Determination, namely:—

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

2. (a). Within the Localities Set Out in Note (a).

Improvers.	Wages per Week of 40 Hours.
	£ s. d.
Under 15 years of age . . . . .	0 15 6
15 years and under 16 years of age . . . . .	0 19 0
16 " " " 17 " " . . . . .	1 3 0
17 " " " 18 " " . . . . .	1 11 0
18 " " " 19 " " . . . . .	2 2 6
19 " " " 20 " " . . . . .	2 3 6
20 " " " 21 " " . . . . .	3 9 6

For shift work an extra rate of 3s. 6d. per week shall be paid, but no improver under eighteen years of age shall be employed upon night shift.

(b).

	Wages per Week of 40 Hours.	
	Within a Radius of 20 Miles of the G.P.O., Melbourne, 10 Miles of the G.P.O., Geelong, and the City of Warrnambool.	Within the Cities of Ballarat and Bendigo and the Borough of Castlemaine.
	£ s. d.	£ s. d.
Patching and scurfing retorts and cleaning flues—man continuously employed as such . . . . .	11 8 0	11 5 0
Stoker in charge of gas or steam engine, or other works plant . . . . .	11 8 0	11 5 0
Stoker, vertical retort . . . . .	11 5 0	11 2 0
Stoking machine driver . . . . .	11 5 0	11 2 0
Stoker, horizontal retort (machine) . . . . .	11 2 0	10 19 0
Stoker, hand charging . . . . .	11 0 0	10 17 0
Retort (vertical) operator . . . . .	11 5 0	11 2 0
Operator vertical retort . . . . .	11 5 0	11 2 0
Fireman retort house . . . . .	11 4 0	11 1 0
Hydraulic and tar main attendant . . . . .	10 19 0	10 16 0
Augerer and pipe jumper . . . . .	10 14 0	10 11 0
Coke and coal conveyor attendant (day worker) . . . . .	11 2 0	10 19 0
Greaser and oiler (in retort house) . . . . .	10 13 0	10 10 0
Elevator and coal crusher attendant (day worker) . . . . .	10 11 0	10 8 0
Elevator and coal crusher attendant (shift worker) . . . . .	10 11 0	10 8 0
Coke and coal conveyor attendant (shift worker) . . . . .	10 14 0	10 11 0
Oxide breaker—man attending and operating . . . . .	11 7 0	11 4 0
Purifier—man opening up, or emptying . . . . .	10 8 0	10 5 0
Purifier—man filling . . . . .	10 2 0	9 19 0
All others . . . . .	10 2 0	9 19 0

## GENERAL EXTRA RATE FOR SHIFT WORK.

3. For work done on shift at any time an employee shall be paid 2s. extra per shift.

## EXTRA RATE FOR LEADING HANDS.

4. "Leading hand" herein means one who has in any degree control, supervision, or direction of any other employee of the same grade.

Leading hands shall be paid, in addition to their prescribed weekly wage, the amount assigned to them in the following table:—

Table.

	Per Day or Shift.	
	s.	d.
Leading stoker .. .. .	2	6
Leading vertical retort house operator .. .. .	2	6
Any other leading hand .. .. .	1	10½

Provided that this clause shall not apply to a leading stoker and/or leading vertical retort house operator when in charge of gas or steam engines or other works plant, but any such employee as aforesaid shall be paid the margin prescribed for the class of stoking performed, plus the appropriate leading hand rate.

## RATE FOR OTHER THAN WEEKLY EMPLOYEES.

5. Any employee, other than one engaged on piecework, who is not employed for at least one full week, shall for each day upon which he is required to attend for work be paid for the time worked at the relevant rate per week, plus 10 per cent.

## PIECEWORK RATES.

6. In cases where piecework rates are now being paid for coal discharging the existing rates shall continue.

## WORKING HOURS.

7. (1) Except as otherwise hereinafter provided the ordinary working hours of daymen shall not exceed 40 per week, comprising (unless otherwise agreed by the employer and the union) not more than eight hours each for the first five week days, to be worked between 7.30 a.m. and 5 p.m., and not more than four hours on Saturday, to be worked between 7.30 a.m. and 12 noon. Provided that the employer shall have the option of arranging for the working of the said 40 hours during such first five week days and increasing the length of the day's work accordingly.

(2) Except as otherwise hereinafter provided the ordinary working hours of shiftmen shall not exceed an average of 40 per week, to be worked in shifts not exceeding eight hours each including "crib" time reckoned as part of working time, such shifts to be distributed as the employer concerned may choose, but so as to make an aggregate shift time on duty not exceeding 48 hours in any one week, nor 160 hours in any period of four weeks, unless the excess time of duty is caused by arrangement between the employer and the union or between the employees themselves.

(3) Unless otherwise agreed between the employer and the Union all shift work shall be so arranged as to allow each man, by rotation or otherwise, one clear day off in each week which week for this purpose shall be deemed to commence from the starting of the morning shift on Monday in each week unless otherwise agreed between the employer and the Union.

(4) For employees whose present ordinary working hours are less than 44 per week, the ordinary working hours and arrangement thereof shall continue as at present.

## OVERTIME RATES FOR DAYMEN.

8. (1) *Over Prescribed Number of Ordinary Hours.*—Unless otherwise provided elsewhere herein, for any time worked by daymen on any one day in excess of the number of ordinary working hours prescribed for that day, payment shall be made at time and a half for the first two hours and at double time thereafter.

(2) *Outside Prescribed Time Limits.*—Unless otherwise provided elsewhere herein, for time worked at any time other than between 7.30 a.m. and 5 p.m. on Monday to Friday (both inclusive), or 7.30 a.m. and noon on Saturday, or if other time limits be agreed upon between the employer and his employees, at any other time than between such agreed limits, payment shall be made at time and a half for the first two hours and at double time thereafter.

(3) *Work after Recall.*—A dayman who after his ordinary day's work has departed from the place where he works and has reached his home or other stopping place without having been given notice that he would be required to do further work on that day, if recalled to do such work, shall be paid at the rate of double time for such work, with a minimum payment as for three hours at ordinary rates, but this sub-clause shall not apply to shift work.

(4) *Overtime Rates not Cumulative.*—If more than one of the foregoing provisions applies to the time worked, payment shall be obligatory under only one of such provisions and if one of such provisions prescribes a higher rate, only under that provision.

(5) *Shift Work as Prescribed in Clause 9.*—Overtime rates for shift work and shiftmen shall be as prescribed in clause 9 and this clause shall not apply to them.

## SPECIAL EXTRA RATES FOR SHIFT WORK.

9. (1) *Shiftmen's Ordinary Hours.*—If an employee is required by the employer to do shift work exceeding in length eight hours in any period of 24 hours, or 48 hours in any period of seven days, or an aggregate of 160 hours in any period of four weeks, he shall be paid for the excess time of working at time and a half for the first two hours and double time thereafter, unless the excess is worked as a result of an arrangement made between the employer and his employees, in which case he shall be paid for the excess time at ordinary rate. Provided that a shift worker who works two shifts in immediate succession shall be paid at the rate of double time for the second shift or part thereof, unless such second shift is worked by arrangement between the employees themselves, in which case the excess time shall be paid for at ordinary rates.

(2) *Daymen Put on Shift Work after doing Day's Work.*—Except in the case of arrangement between the employees themselves any dayman who after completing his ordinary day's work is put on to shift work shall be paid for all time worked on shift at time and a half, the payment to be in addition to payment for his ordinary work, and shall be entitled to absent himself from his ordinary work on the following day without incurring any deduction from his week's wages therefor. Provided that this sub-clause shall not apply to a dayman employed on the afternoon shift.

(3) *Daymen put on to Shift Work before Finishing Ordinary Day's Work.*—Except in the case of arrangement between the employees themselves any dayman put on to shift work after doing portion only of his ordinary day's work, shall be paid the prescribed rate for the time actually worked on day work, and at the prescribed rate for the shift work from the time he commences the shift work until such time as he has worked in day work and shift work combined eight hours, Monday to Friday inclusive, or four hours, Saturday (where he works six days per week), or 8 hours 48 minutes, Monday to Friday inclusive (where he works five days per week), and for ensuing time and a half for the first two hours, and then at double time.

(4) *"Clash" Day Work.*—If an employee solely because of the "clashing" of shifts on the roster is on the day of, the clash employed otherwise than on his ordinary shift he shall nevertheless be paid for his work on that day not less than at the prescribed rate for his ordinary shift.

(5) *Work on "Day Off."*—For all work on his day off in the week a shift man shall be paid at double time if the day be a Sunday or a holiday not observed on a Sunday, and at time and a half if it be another day, but if at the request of another employee he works as a substitute on the day for the other employee, he shall be paid at the rate at which the latter would have been paid.

(6) *Work on Sunday.*—For all shift work on a Sunday, not being his day off, a shiftman shall be paid at double time but if his shift work during the weekly pay period which includes the Sunday does not exceed two shifts he shall be paid at double time for the work on the Sunday. Notwithstanding anything whatever elsewhere provided in this Determination no employer shall be required to pay more than double time in respect of any work performed between midnight on Saturday and midnight on Sunday.

(7) *Relieving on Sunday.*—If an employee is required to relieve a shiftman on a Sunday, the relieving employee shall be paid at the rate of time and a half, but if on a Sunday the usual number in any gang is increased, the extra man or men required shall be paid at double time.

(8) *Mixed Shift and Other Work on Sunday.*—If an employee is brought in on a Sunday for work, other than relieving a shiftman, and commences duty which entitles him to double time, and is, thereafter, required to do shift work, he shall be paid at double time for the whole of the work done by him on that day.

(9) *Work on a Holiday.*—For all work on a holiday, other than one observed on a Sunday, a shiftman shall be paid at double time.

#### COMPULSORY OVERTIME.

(9A.) An employer may require any employee to work reasonable overtime at overtime rates, and such employee shall work overtime in accordance with such requirement.

#### SUNDAYS.

10. (1) Any employee may be required to work on any Sunday.  
(2) For any work done on a Sunday the employee—other than a shiftman—shall be paid at double time, with a minimum payment as for two hours at such rate.

(3) For work done by a shiftman on a Sunday payment shall be made as prescribed in clause 9.  
(4) Any weekly employee who in the ordinary course of his work is required to work on Sundays, shall be entitled to one clear day off in each calendar week, and if required to work on his day off, shall for all such work be paid at double time, if the day be a Sunday or a holiday, and at time and a half if it be another day, but if at the request of another employee he works on the day as a substitute for the other employee he shall be paid at the rate at which the latter would have been paid.

#### SATURDAYS.

10A. For all time worked during the ordinary working hours on Saturdays, payment shall be made at the rate of time and a half.

#### MIXED FUNCTIONS.

11. (1) Except as otherwise provided herein or by mutual arrangement between the employees themselves, an employee required to do more than one class of work in the course of a day shall for the whole of that day be paid as if he had throughout his work on that day done that one of those classes of work for which the highest rate is prescribed.

(2) A dayman called upon for shift work after his ordinary work shall be paid as provided in clause 9 hereof, and is excepted from this clause.

(3) Subject to the foregoing an employer may require an employee to do any class of work not outside the scope of the employee's engagement.

#### HOLIDAYS.

12. (1) The days on which the following days are observed as holidays in the district in which the employer's works are situated shall for the purposes of this Determination be holidays:—

New Year's Day; Australia Day; Good Friday; Easter Monday; Anzac Day; Kings' Birthday; Eight Hours Day; Christmas Day; Boxing Day—

and also within 20 miles of the General Post Office, Melbourne, Melbourne Cup Day, and also elsewhere than within such 20 miles, one day to be agreed upon by the employer and employees concerned.

Provided that in cases where days or parts of days are substituted for any of the holidays above prescribed, the arrangements at present in existence shall continue.

(2) Any employee may be required by the employer to work on any holiday.  
(3) Notwithstanding that an employee engaged by the week is not required to work on a holiday no deduction shall be made from his wages therefor, except in the following cases for which the employer may make a deduction proportionate to the time that the employee in the ordinary course would have worked on the holiday if it had been an ordinary working day:—

(a) if without leave from the employer he absent himself on the working day next prior to or on that next after a holiday and does not work on the holiday; and

(b) where the employee is absent without leave on the working days next prior to and next after a holiday and does not work on the holidays; provided that if a holiday falls during accident leave, the employee shall have an additional day added to such leave for the holiday.

(4) If a holiday other than one observed on a Sunday falls on the weekly clear day off of an employee, as prescribed by clauses 7, 9, or 10 (4) of this Determination, the employee shall be paid his ordinary wages for the time worked during the week in which the holiday occurs, plus the ordinary rate for the time he would have worked if the holiday were not his day off, but shall not be so paid if the employee without leave from the employer absents himself from work on the working day next before or on that next after the holiday.

(5) When any dayman is required to work on a holiday he shall, besides his ordinary weekly or daily wage (as the case may be), be paid for all time worked on the holiday at ordinary rate with a minimum payment as for four hours.

(6) For work done by a shiftman on a holiday he shall be paid as provided in clause 9 hereof.

#### PICNIC DAY.

13. There shall be granted to employees in the Metropolitan District as defined in the Factories and Shops Acts and the Order in Council thereunder, an annual picnic day, to be observed on such day as the parties mutually agree, but failing such agreement on a Saturday the date of which in each case shall in each year be decided by the Wages Board. Such picnic day shall be deemed to be a holiday for the purposes of this Determination.

#### ANNUAL LEAVE.

14. Employees shall be granted annual leave as follows:—

Day workers after one year and with up to five years' service—14 days.

Day workers with more than five years' service—21 days.

Shift workers after one year of service—21 days.

Provided—

(1) that if any of the prescribed holidays so falls in the week as in the ordinary course to entitle an employee to be paid in respect of that holiday although he does not work thereon, and that holiday happens to fall within that employee's period of annual leave the number of days in that period shall be reckoned in addition to the holiday;

(2) that the number of days in that period of annual leave shall be reckoned in addition to any days off of the employee in excess of one for each consecutive seven days during that period; and

- (3) that in calculating the amount to be paid to the employee in respect of each week of leave, in addition to any amount payable to him otherwise than because of the rate for shift work prescribed by clause 3 of this Determination, 1s. shall be allowed to him for every fifty shifts worked by him during the twelve months preceding the leave and not previously allowed to him in such a calculation.
- (4) That the amount to be paid to any employee in respect of his annual leave shall be the amount which would have been paid to him if he had been normally engaged upon his usual employment at that time.
- (5) 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 he shall be paid in respect of each completed month of continuous service a proportionate amount of the annual leave prescribed herein.

**DIRT MONEY AND OTHER EXTRA PAYMENTS.**

- 15. (1) "Dirty work" herein means work which the foreman and workman concerned agree is of an unusually dirty or offensive nature.
- (2) The following employees shall be paid dirt money at the rate of one penny per hour for the time they are engaged upon the following work;—
  - (a) Yardman removing dust from the top of retort benches, hydraulic, and foul mains and bridge pipes.
  - (b) Men cleaning and removing the residue from the interior of water, liquor or oil storage tanks.
- (3) Daymen working in fiery bunkers shall be paid at the rate of time and a half labourer's rate for the time when so engaged, where such payment is considered by the management to be warranted; Provided that existing conditions shall continue.
- (4) Men employed between the lifts of gasholders shall be paid an additional rate of 1½d. per hour for the time when so engaged, but for such work shall not be entitled to payment of height money under Clause 16 of this Determination.
- (5) Yardmen employed cleaning out washers, automatic C.W.G. plant shall be paid 1s. 6d. for each washer completely cleaned in addition to their ordinary rate of pay for the time occupied on such work.

**HEIGHT MONEY.**

16. (1) Except as hereinafter provided any man employed at the heights set out in the following table measured vertically from the place where he is supported to the nearest surface situated directly below him, such as the ground, or a staging, platform or flooring at least 6 feet wide, shall be paid the additional rate corresponding to such height as shown in the table, irrespective of the time for which he is so employed during the day:—

Height.	Additional rate per Day.	
	s.	d.
Not less than 20 feet and not more than 40 feet	0	6
40 feet and not more than 100 feet	1	0
100 feet and over	1	6

(2) Except as hereinafter provided, any man employed on the crown of a gasholder shall be paid the additional rate shown hereunder, irrespective of the time for which he is so employed during the day, when the rim of the crown is at the height specified, above the surface of the ground;—

Height.	Additional rate per Day.	
	s.	d.
Not less than 40 feet and not more than 100 feet	0	6
100 feet and over	0	9

This sub-clause shall also apply to men employed at the same height on any structure which has its edge as well guarded as the rim of a gasholder crown.

- (3) When a man is employed during any day at more than one of the heights specified in this clause he shall be entitled to payment of one additional rate only for the day, namely, the rate payable for the maximum distance at which he is employed during the day.
- (4) In selecting men to work at a height the employer shall choose those who in the opinion of the management are best qualified to perform the work.

**RATE FOR WET PLACES.**

17. Any employee working in a place which the foreman or ganger concerned decides is a wet place shall be paid an additional 8d. for the day irrespective of the time during which he works in that place during the day.  
 Provided that this clause shall not apply if the employer supplies him with top boots or other covering reasonably sufficient to exclude the wet.

**MEAL TIMES AND ALLOWANCES.**

- 18. (1) Except as otherwise provided elsewhere herein a meal break of at least 45 minutes (if a six-day week be worked) or at least 42 minutes (if a five-day week be worked) shall be allowed to employees other than shiftmen.
- (2) Such meal break shall begin at 12 noon or at such other regular time as may be agreed upon by the employer and employees concerned, but in special circumstances of emergency only, the employer may require it to begin at some definite time not earlier than 11.30 a.m. not later than 12.15 p.m.
- (3) Any employee required to work throughout more than five hours without a suitable interval for a meal, shall, for all time worked in excess of the five hours before being allowed such interval, be allowed an extra payment at double time.
- (4) If an employee is required to continue or resume work during the prescribed meal break he shall for the time of continuance or resumption until the full meal break is given be entitled to an extra payment at time and a half.
- (5) If the prescribed meal break of an employee is curtailed he shall for the time of curtailment be entitled to an extra payment at time and a half.
- (6) Subject to observance of sub-clause (3) hereof, an employee may notwithstanding sub-clauses (4) and (5) hereof, be required to work at ordinary rates during the prescribed meal break for the purpose of making good break downs of plant or upon routine maintenance of plant (including oiling and greasing) which can only be done whilst such plant is idle.
- (7) A dayman required to work overtime beyond 12.30 p.m., on Saturday, or 5.30 p.m. on any other day, or to work on the afternoon shift without having been notified on the previous day that he would be so required, shall be paid 2s. 6d. meal allowance.

If after having been so notified he provides himself with a meal and is not required to work such overtime or afternoon shift, he shall be paid 2s. 6d. meal allowance.

**SICK LEAVE.**

19. An employee, after having completed three weeks' continuous service immediately preceding the day upon which he reasonably absents himself from work because of disability due to his own ill-health and who produces evidence satisfactory to the employer of such disability by medical certificate or otherwise, shall, without incurring any deductions of pay, be entitled to leave of absence during such disability for a period or periods not exceeding in the aggregate ten days in each year beginning with the first day of December, 1937, and fourteen days after six months' continuous service.

Provided—

- (1) that 50 per cent. of the unused sick leave in each year may accumulate on to the next year up to a total accumulation of 14 days over and above the current year's sick leave, such accumulation to be available:—
  - (a) For a period of three years, but for no longer from the end of the year in which it accrues; and
  - (b) Only after the current sick leave has been exhausted.

- (2) that an employee who absents himself from work as aforesaid, if unable to return to work at the end of 24 hours, shall give, or cause to be given, written notice to his employer of the nature of his disability and name of the medical practitioner (if any), attending him and that the employer may thereupon require the employee to submit to examination by a medical practitioner nominated by such employer, such examination to be at the expense in all things of the employer and that in the event of a refusal to submit to such examination, no sick leave pay shall be payable.
- (3) that the rate of wage payable to the employee during such leave of absence without deduction of pay shall be the prescribed ordinary rate or averaged rates for the work done by him during his last six working days next before his absence began.

#### ACCIDENT LEAVE.

20. (1) An employee after having completed three weeks' continuous service immediately preceding the day upon which he reasonably absents himself from work because of disability due to bodily injury arising out of or in the course of his employment, and who within 48 hours after the commencement of the absence produces evidence satisfactory to the employer of such disability by medical certificate or otherwise shall without incurring any deduction of pay be entitled to leave of absence during such disability for a period or periods not exceeding in the aggregate two weeks in each year beginning with the 1st day of December, 1937.

The rate of wage payable to the employee during such leave of absence without deduction of pay shall be the prescribed ordinary rate or averaged rates for the work done by him during his last six working days next before his absence began.

(2) If weekly payments are payable by the employer to the employee under a Workers Compensation Act or other like Act in respect of the injury to the employee, payments made in pursuance of this clause may be treated by the employer as a discharge so far as their amount goes of his liability to pay the weekly payments under such Act.

#### EMPLOYMENT CONDITIONS OF PIECEWORKERS.

21. Existing conditions relating to working hours, waiting time, holidays, and leave for pieceworkers employed on coal discharging shall continue.

#### CONDITIONS OF ENGAGEMENT.

22. (a) Except as otherwise hereinafter provided, all employees shall be engaged by the week, the employment to be terminable only by a week's notice on either side, which notice may be given at any time during any week.

(b) Provided that for misconduct or neglect of duty by an employee, his employment may be determined forthwith without notice in which case he shall be entitled only to an amount for wages proportionate to the amount of work done before such determination such amount for wages to be paid forthwith.

(c) From the commencement of an employee's service during a time not exceeding two weeks, the employer may engage him by the day, subject to payment of the rate of wage prescribed for other than weekly employees.

(d) Subject to any express limitation in the terms of his engagement and to his right to determine his employment by a week's notice, an employee to become entitled to the benefits of this Determination must do such kinds of work at such times as the employer may require him to do for the time being, but the employer shall in respect of such work observe any applicable provisions of this Determination as to special or extra rates.

(e) If an employee absents himself from duty or does not attend for duty, the employer, subject to the provisions for sick leave and accident leave hereinafter contained, may deduct from the employee's wages an amount proportionate to the length of the employee's absence or non-attendance.

#### PAYMENT OF WAGES.

23. Subject to wages being paid weekly existing conditions relating to times and places of payment of wages shall continue.

#### TOOLS

24. Existing conditions as to the supply of sufficient and efficient tools in working order shall continue.

#### STANDARD OF WORK.

25. (1) The employer shall not, while existing conditions exist, increase the standard of work beyond the present limit in existing retort houses.

(2) The standard of work for men working in saturators in sulphate houses, while existing conditions exist, shall not be increased.

(3) Stokers hand charging shall be allowed a minimum of half an hour's rest period between each stoking time.

#### PURIFIER LIDS.

26. After the purifier box lids are lifted two hours shall elapse before men are sent into the purifiers to work.

#### CONDITION OF WORKING PLACES.

27. (1) Retort houses shall, as far as is practicable, be made and kept rainproof by the employer.

(2) The employer shall keep cellars and other work places well lighted, and so far as is practicable, shall keep them properly drained and free from water.

(3) The employer shall, as far as is practicable, repair and keep in repair the floor of the retort house, coal store, and coke stage.

#### OILSKINS.

28. To any employee required to work in the rain adequate oilskins, if reasonably necessary in the circumstances, shall be supplied by the employer.

#### CLOGS AND APRONS.

29. The employer shall, when necessary, provide and replace clogs for the use of men working on the top of retort benches, pitch pan men, and scuffers and patchers.

#### GAS MASKS.

30. The employer shall supply suitable gas masks to employees in cases where considered necessary by the management.

#### FIRST AID.

31. The employer shall provide all requisite first aid appliances at the works.

#### ACCOMMODATION.

32. (1) The employer shall at the works provide for employees adequate mess rooms and boiling water, washing and changing rooms, with hot and cold showers, and lock-up cupboards.

(2) The employer shall at the works provide for employees suitable sanitary conveniences, and cause them to be cleansed every day, except on Sundays and holidays, and to be left uncleaned in no case for more than one day.

#### EMPLOYMENT, PROMOTION, AND SENIORITY.

33. (1) In making promotion or in the shortening of hands efficiency shall be the first consideration, and in the case of men of equal efficiency, the employer shall give preference to the one with the higher seniority as shown by the seniority list. Provided that for the purposes of seniority each works or department shall be regarded separately.

"Efficiency" herein means special qualifications and aptitude, including suitability in age for the discharge of the duties of the position to be filled together with merit and good and diligent conduct.

(2) Seniority lists shall be compiled by the employer showing in respect of each department the name of every employee of the employer covered by this Determination, the date of entering the department, and the date of entering the service of the employer.

(3) The lists shall be compiled to show employees in the order of their entering the department, but in the case of an employee who returns to a department after leaving it at his own request, such date shall be the date of re-entering the department.

(4) The date of entering the service of the employer shall be the date of entry continuous with the present employment, but an employee discharged by the employer and re-employed within four weeks shall retain his seniority.

(5) At each works or department a copy of the list affecting such works or department shall be kept, and shall be open to the inspection of any official named by the union, at any reasonable time.

(6) The employer, if and when reasonably so required, shall supply copies of such lists of the employees of such employer to the secretary of the union.

THE UNION.

34. (1) When the consent of the officer in charge has been obtained or has been unreasonably refused, any official named by the union shall be allowed, at any time or times, to enter any of the employer's works to make any necessary enquiries in regard to complaints submitted by employees.

(2) Any employee named by the union shall be allowed at any time or times approved by the employer, and at any of the employer's works, to collect union dues.

(3) Any employee named by the union shall be allowed by the employer reasonable leave of absence from duty, without pay, to attend to union business, when the absence does not interfere with the employer's operations.

Notices relating to the union and a copy of this Determination may be pasted by any employee authorized by the union upon the notice board in the mess room, and on any other place provided by the employer for the purpose.

Each employer shall keep a copy of this Determination, posted in an accessible place in the works, and shall permit shop and union formal notices to be posted alongside.

DEFINITIONS.

35. In this Determination, unless the contrary intention clearly appears:—

“Ordinary time” means a rate of wage per hour equal in amount to the prescribed weekly wage divided by the prescribed number of ordinary hours of work.

“Time and a half” means one and a half the amount of ordinary time.

“Double time” means double the amount of ordinary time.

“Shift work” means work which is continuous, except that the employee is allowed to have his meal time included in his period of work.

“Shiftman” means an employee engaged upon shift work.

“Dayman” means an employee other than a shiftman.

“The union,” wherever referred to in this Determination, means The Federated Gas Employees Industrial Union—Victoria Section.

36.

Within the Localities Set Out in Note (b).

Improvers.

(a) (i) Improvers may be employed as yard boys, or on such other work that is suitable.

(ii) WAGES PER WEEK.

Age.	Percentage of Basic Wage.	Loading.	Total Wage.
	%	s. d.	s. d.
Under 16 years of age .. .. .	33½	1 3	66 6
16 years of age .. .. .	40	1 3	79 9
17 years of age .. .. .	50	2 0	100 0
18 years of age .. .. .	62½	2 0	124 6
19 years of age .. .. .	78	2 9	165 9
20 years of age .. .. .	95	2 9	189 0

(iii) Improvers, whilst working as shiftworkers as defined by clause 38 hereof, shall be paid 2s. extra per shift. This extra rate shall not be subject to any penalty additions.

(iv) Improvers under the age of 18 years shall not be employed on shift work.

(v) Improvers shall not be employed to displace men.

The Board has determined that no person shall be taken as an apprentice.

(b) Adults.	Wages Per Week.
	£ s. d.
Foreman, or working ganger .. .. .	12 5 0
Labourer, general or yardman .. .. .	10 11 0
Operator and/or stoker, retort house .. .. .	11 9 0
Oxide, new in bags, man handling .. .. .	10 17 0
Oxide, man shovelling and breaking .. .. .	10 17 0
Purifier, man filling .. .. .	10 14 0
Purifier, man emptying .. .. .	11 11 0
Retort house maintenance man (where constantly employed as such) .. .. .	11 19 0
Sourfer and patcher of retorts and flue cleaning .. .. .	11 14 0
Skilled labourer .. .. .	10 19 0
Man handling coal .. .. .	10 14 0

LEADING HANDS.

37. A leading hand shall be paid in addition to his prescribed wage the amount assigned to him in the following table:—

TABLE.

Classification.	Per Day or Shift.
	s. d.
Leading stoker .. .. .	2 6
Leading retort house operator .. .. .	2 6
Any other leading hand .. .. .	2 0

## DEFINITIONS.

38. "Leading hand" means one who is required by his employer to exercise control, supervision, or direction of any other employee of the same grade.

"Shift worker" means an employee who is engaged upon work which is continuous except that the employee is allowed to have his meal time included in his period of work.

"Skilled labourer" means an employee directly assisting a tradesman or who is engaged in the duties of concrete work, rigging tackle or scaffolding, wire and hemp rope splicing, or who regularly undertakes a variety of semi-skilled duties, or one who is classified by his employer as such.

"Retort house maintenance Man" means an employee who is constantly employed in the repair and maintenance of retorts and accessory equipment in the retort house.

"Yardman" shall mean a man engaged in the duties of the handling of coke, ashes or tar, sweeping and cleaning, pick and shovel work, syphon pumping, or any other unskilled duty on a gas works not covered by any other classification.

## CONTRACT OF EMPLOYMENT.

*Weekly Employment.*

39. (a) Employment shall be by the week, except that employment for the first two weeks of service shall be from day to day with payment at the rates prescribed by this Determination proportionate to the time worked.

(b) Employment may be terminated by a week's notice on either side given at any time during the week or by the payment or forfeiture of a week's wages as the case may be. This shall not affect the right of the employer to dismiss any employee without notice for malingering, inefficiency, neglect of duty or misconduct and in such cases all monies due shall be paid to the employee forthwith.

(c) An employee not attending for duty shall, except as provided in clauses 48, 51 and 52 hereof lose his pay for the actual time of such non-attendance.

(d) Notice to terminate the engagement which is given every week or otherwise in such manner that the employee is not able to know with certainty a week before a particular date whether his engagement will or will not be terminated by the employer upon that date shall not be deemed a valid notice unless given during a general or shipping or coal strike preventing the supply and delivery of gas coal to the employer concerned in sufficient quantities to enable gas to be produced.

## MIXED FUNCTIONS.

40. When an employee is called upon to do work for which a higher rate than his ordinary rate is fixed by this Determination, he shall be paid such higher rate for each hour or portion thereof whilst so engaged, provided that when an employee is called upon to do work for which a rate lower than his ordinary rate is fixed by this Determination, he shall not have his wages reduced below his ordinary rate.

When on any shift a stoker or retort house operator is not fully employed with his work of stoking, he shall perform any other duty which may be assigned to him by the management.

An employer may require an employee to do any class of work not outside the general scope of the employee's engagement.

## WET PLACES.

41. Any employee working in a place which the foreman or ganger concerned decides is a wet place shall be paid an additional 1s. per day irrespective of the time during which he works in that place during the day. Provided that this sub-clause shall not apply if the employer supplies him whilst working in such place with gum boots or other cover reasonably sufficient to protect him from the wet.

## HOURS OF DAY WORKER.

42. The ordinary working hours of day workers shall be 40 per week to be worked in five periods of eight hours per day excluding meal break commencing at such period between 7.30 a.m. and 8.30 a.m. as the management decides but so as to finish not later than 5 p.m. on Monday to Friday inclusive with a meal break of not less than 45 minutes commencing at 12 noon. Provided, however, that the starting and finishing time and meal break may be varied by agreement between the whole of the employees concerned and the management at the works of any employer.

## OVERTIME.

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

(2) Payment shall be made at the rate of time and a half for the first two hours and double time thereafter for all time worked—

(a) *By Day Workers*—in excess of eight hours Monday to Friday both days inclusive or in excess of 40 hours per week.

(b) *By Shift Workers*—

(i) for any time in excess of eight hours in any one day;

(ii) for any time (excluding that provided for under sub-clause (i))—in excess of 80 hours in any period of two weeks.

## EMPLOYEE NOT REQUIRED TO WORK.

44. (a) A shift worker not required to finish his shift or not required in the yard shall be paid for the full shift except where he is relieved from duty at his own request.

(b) An employee other than a shift worker coming to work and finding that his services are not required, except through adverse weather conditions, shall be paid half a day's pay unless he has been notified at least four hours previously that his services will not be required.

## EMPLOYEE REQUIRED TO WORK NIGHT SHIFT AFTER DAY'S WORK.

45. When an employee is required to work night shift after he has performed his usual day's work, he shall be paid at the rate of time and a half for the first two hours and double time thereafter for such shift and shall not be required to return to work until at least eight hours after he ceases work on such shift.

## MEAL ALLOWANCE.

46. (i) A day worker who works overtime extending beyond 6.30 p.m. on Monday to Friday inclusive and beyond 12.30 p.m. on Saturday, without having received notice thereof in sufficient time to provide himself with a meal, shall be paid a meal allowance of 3s. in addition to overtime. If he receive notice as prescribed herein and has provided himself with a meal, and is then not required to work overtime, he shall be paid the meal allowance.

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

(iii) An employee required to work overtime for more than one and a half hours immediately after working the ordinary hours shall, before starting such overtime, be allowed a meal break of twenty minutes, which shall be paid for at ordinary rate.

An employer and employee may agree to any variation of this provision to meet the circumstances of the work in hand. Provided that the employer shall not be required to make any payment in respect of any time in excess of twenty minutes.

## SHIFT WORK.

47. (a) *Hours*—The ordinary working hours of shift workers shall not exceed 160 hours in a roster cycle of 28 consecutive days.

(b) *Provision for day off*—All shift work shall be so arranged as to allow each shift worker by rotation or otherwise one clear day off each week.

(c) *Work on a Saturday*—

(i) A shift worker employed within the Shires of Mornington or Traralgon shall be paid at the rate of time and a quarter for all ordinary time worked on a Saturday.

(ii) A shift worker employed elsewhere than within the Shires of Mornington or Traralgon shall be paid at the rate of time and a half for all ordinary time worked on a Saturday.

(d) *Work on a Sunday*—

(i) A shift worker employed within the Shires of Mornington or Traralgon shall be paid at the rate of time and a half for all ordinary time for which he is rostered and upon which he works on a Sunday.

(ii) A shift worker employed elsewhere than within the Shires of Mornington or Traralgon shall be paid at the rate of double time for all ordinary time worked on a Sunday.

(e) *Work on a Holiday*—A shift worker shall be paid at the rate of double time for all time worked on a holiday.

(f) *Work on "Day Off"*—For all work on his day off in the week a shift worker shall be paid at double time if the day be a Sunday or a holiday and at time and a half if it be another day, but, if at the request of another employee, he works as substitute on the day for the other employee, he shall be paid at the rate which the latter would have been paid.

(g) For work done on shift an employee shall be paid 2s. extra per shift. This extra rate shall not be subject to any penalty additions.

## HOLIDAYS.

48. (a) The days on which New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Anzac Day, King's Birthday, Labour Day, Christmas Day, Boxing Day or days substituted therefor and all other days proclaimed or gazetted as holidays in the district in which the employees work shall be holidays.

(b) Any employee may be required to work on any holiday.

(c) In the weeks during which any holiday falls no deduction for the holiday shall be made from the wages of an employee engaged by the week unless—

(i) the employee without leave from the employer absents himself either on the working day next prior to or on that next after a holiday and does not work on the holiday, or

(ii) the employee is absent with leave on the working day next prior to and on that next day after a holiday and does not work on the holiday. In such cases a deduction shall be made from the employee's pay proportionate to the time that the employee would, in the ordinary course, have worked on the holiday if it had been an ordinary working day.

(d) If a shift worker is entitled to a "day off" which falls on a holiday he shall, if not employed, be paid his ordinary wages for the time worked during the weekly pay period which includes the holiday, and at ordinary rate for the time he would have worked if the day were not his "day off" but not if he without leave from the employer absents himself either on the working day next prior to or on that next after the holiday, or if he is absent with leave on the working day next prior to and on that next after the holiday.

## SUNDAYS.

49. (a) Any employee may be required to work on any Sunday.

(b) Except as to shift workers, all time worked on Sundays shall be paid as follows:—

(i) Where the time worked does not exceed four hours—four hours at double time;

(ii) Where the time worked exceeds four hours, but does not exceed eight hours—eight hours pay at ordinary rate with the addition of ordinary rate for the time worked.

(iii) Where the time worked exceeds eight hours—double time.

## PAYMENT OF WAGES.

50. (a) Wages shall be paid on a weekly basis, provided that, where an employee is employed by a City, Municipal or Shire Authority and the majority of other employees of such City, Municipal or Shire Authority are paid fortnightly, wages at the discretion of the management may be paid to such employees fortnightly.

(b) An employee, who is discharged from his employment before the recognized pay day, shall be paid all wages due to him forthwith.

## ANNUAL LEAVE.

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

## ABSENCE THROUGH SICKNESS OR ACCIDENT.

52. (a) Any employee not attending for duty will lose his pay for the time of such non-attendance, unless he produces or forwards, within twenty-four (24) hours of the commencement of such absence, a medical certificate or other evidence satisfactory to the management that his non-attendance was due to personal accident arising out of and in the course of his employment, or to personal ill health, necessitating such absence.

(b) In the case of personal accident or personal illness, necessitating such absence referred to in (a), the pay for the week in which such accident or illness occurs, shall be calculated on his pay at ordinary rates for the six working days up to and including the day such accident or illness occurs. Provided, however, that if such accident or illness necessitates absence beyond the week in which same occurs, the employer will for such period of absence, not exceeding in all ten days, pay the employee in the manner hereinbefore provided. The maximum amount of pay for days not worked owing to such accident or illness necessitating absence as aforesaid shall be a total of ten days' full pay in any year. For the purpose of this clause, a year shall be calculated as follows:—From 1st August in each year to 31st July next following.

## SENIORITY AND PROMOTION.

53. (a) In making promotions and shortening hands, efficiency shall be the first consideration and, in the event of equal efficiency, the senior man shall receive preference.

(b) In considering promotions selections shall be made first from among employees in the department in which the vacancy exists, but in the interests of efficiency selection may be made from any other department.

(c) In the event of a new position being created applications shall be called for the position.

## TRANSFER OF EMPLOYEES.

54. An employee desiring to be relieved of shift work shall be entitled to transfer to a position in the yard, provided that satisfactory arrangements can be made by the employer for the performance of the shift work.



THE UNION.

55. (a) When the consent of the officer in charge has been obtained or has been unreasonably refused, any union official named by the union shall be allowed at any time or times to enter any of the employer's gas works to make any necessary enquiries in regard to complaints submitted by employees.

(b) An employee named by the union shall be allowed at any time or times approved by the employer and at any of the employer's gas works to collect union dues.

(c) Any employee named by the union shall be allowed by the employer reasonable leave of absence from duty without pay to attend to union business, when the absence does not interfere with the employer's operations.

(d) Each employer shall permit a notice board to be erected on his premises in a convenient position.

Notices relating to the union and a copy of this Determination may be posted by any employee authorized by the union upon such notice board.

PERIODICAL ADJUSTMENT OF WAGES.

56. The wages rates set out in clauses 2 (b) and 36 (b) are based upon the following basic wage, and, pursuant to the provisions of section 21 of the *Factories and Shops Act 1934*, shall be automatically adjusted as prescribed by clause 57.

Basic Wage.

Place.	Basic Wage. (Adjustable).	Index Number Set Assigned.
Victoria— Within 20 miles of G.P.O., Melbourne . . . . . Within 10 miles of G.P.O., Geelong, or at Warrnambool—Same as contemporaneous basic wage for Melbourne. Elsewhere in Victoria—3s. less than the contemporaneous basic wage for Melbourne.	£ s. d. 9 19 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

57. (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, 1952, the amount of the basic wage shall be as prescribed in clause 56.

(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 .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.

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

L. V. MARCHESI, Acting Secretary.

Melbourne, 1st November, 1951.





VICTORIA  
GOVERNMENT GAZETTE.

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FRIDAY, JANUARY 18.

[1952

Factories and Shops Acts.

DETERMINATION OF THE STOREMEN, PACKERS, AND SORTERS 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—

(a) to any person employed—

(i) as a Storeman, Packer, or Sorter ;

(ii) in assisting a Storeman, Packer or Sorter ;

(iii) as an assembler, collector, or checker of goods in course of receipt or despatch

(b) to any person or persons or classes of persons employed at wiping eggs in any place where eggs are stored, sorted, or packed for trade or sale—

but not including any persons subject to the jurisdiction of any of the following Boards :—

Aerated Water Trade Board	Furniture Board (Wood Mantelpiece or Overmantel)	Printers Board (Provincial)
Agricultural Implements Board	Glassworkers Board	Retail Dairy Board
Bedstead Makers Board	Grocers Sundries Board	Rubber Trade Board
Biscuit Board	Ham and Bacon Curers Board	Shops Board No. 1 (Boot Dealers)
Boarding Houses Board	Hotel and Restaurant Board	Shops Board No. 7 (Country Shop Assistants)
Brewers Board	Ice Board	Shops Board No. 9 (Drapers and Men's Clothing)
Butter Board	Jam Trade Board	Shops Board No. 12 (Fuel and Fodder)
Butter Factories Board	Leather Goods Board	Shops Board No. 13 (Fuel and Fodder—Country)
Cardboard Box Trade Board	Marine Stores Board	Shops Board No. 14 (Furniture Dealers)
Cigar Trade Board	Meat Preservers Board	Shops Board No. 15 (Grocers)
Condenseries Board	Millet Broom Board	Shops Board No. 16 (Hardware)
Confectioners Board	Nailmakers Board	Slaughtering for Export Board
Cordage Board	Paper Board	Tea Packing Board
Fellmongers Board	Paper Bag Trade Board	Tinsmiths Board
Flock Board	Pastrycooks Board	Wholesale Grocers Board
Flour Board	Plate Glass Board	Wireworkers Board
Flour Board (Country)	Pottery Board	Woodworkers Board
Frozen Goods Board	Printers Board	Woolen and Cotton Trade Board
Fruit Packing Board	Printers Board (Country)	

has made the following Determination, namely :—

1. That, as from the beginning of the first pay period to commence on or after the 19th November, 1951, the last previous Determination of this Board shall be revoked and replaced by this Determination.

**PART I.  
WAGE RATES.**

ALL PLACES OTHER THAN OIL, GREASE, AND PETROLEUM PRODUCTS STORES.

**2. APPRENTICES AND IMPROVERS.**

	Wages Per Week of 40 Hours.					Number (in any place).
	Males.		Females.			
	Bread-making Establishments.	Any Other Place.	Establishments in which are sorted Waste Pieces or Clippings of Cottons, Silks, Woollens, or Woolen and Cotton Pieces.	Egg Packing Establishments.	Any Other Place.	
	s. d.	s. d.	s. d.	s. d.	s. d.	
Under 16 years of age	163 0	53 6	62 6	61 0	53 6	<p><b>APPRENTICES.</b> One apprentice to every three or fraction of three workers of the same sex receiving not less than the minimum wage. An indenture of apprenticeship prescribed by the Board was approved on 24th May, 1923.</p> <p><b>MALE IMPROVERS.</b> <i>Egg Packing Establishments.</i> One male improver to every two or fraction of two male workers receiving not less than 247s. per week of 40 hours. <i>Any Other Place.</i> One male improver to every four or fraction of four male workers receiving not less than 229s. per week of 40 hours.</p> <p><b>FEMALE IMPROVERS.</b> <i>Laundries.</i> One female improver to every three or fraction of three female workers receiving not less than 157s. 6d. per week of 40 hours. <i>Establishments in which are sorted waste pieces or clippings of cottons, silks, woollens, or woollen and cotton pieces.</i> Two female improvers to every three or fraction of three female workers receiving not less than 153s. per week of 40 hours. <i>Egg Packing Establishments.</i> One female improver to every three or fraction of three female workers receiving not less than 175s. 6d. per week of 40 hours. <i>Any Other Place.</i> One female improver to every four or fraction of four female workers receiving not less than 151s. 6d. per week of 40 hours.</p>
16 to 17 years of age		71 6	71 6	82 0	71 6	
17 to 18 years of age		95 6	82 0	92 6	82 0	
18 to 19 years of age		135 6	91 0	109 0	91 0	
19 to 20 years of age		204 0	169 0	110 6	106 0	
20 to 21 years of age	225 0	202 0	125 0	140 0	<p>Provided that any female improver employed packing or sorting laundry-work shall, after completing three years' experience, be paid the wage fixed for an adult.</p>	

**3. OIL GREASE, AND PETROLEUM PRODUCTS STORES ONLY.**

**JUNIOR RATES.**

Wages Per Week of 40 Hours.

	s. d.
Under 16 years of age .. .. .	79 6
16 to 17 years of age .. .. .	99 6
17 to 18 years of age .. .. .	114 6
18 to 19 years of age .. .. .	137 6
19 to 20 years of age .. .. .	179 0
20 to 21 years of age .. .. .	204 0

- (a) Provided that any youth called upon to stack full cases more than three high, to stack barrels, or to lift any weight over cwt. shall be classed as an adult and entitled to receive the adult rate of pay whilst so engaged.
- (b) Provided further that no employee under 21 years of age shall be employed on the filling of rail or road tank waggons.

**4. (a) OTHER EMPLOYEES.**

**MALES.**

**IN OIL, GREASE, AND PETROLEUM PRODUCTS STORES.**

	Wages Per Week of 40 Hours.
	s. d.
(i) Storemen or Packers .. .. .	225 0
Leading hands—as defined in clause 22 hereof—	
(I.) .. .. .	230 0
(II.) .. .. .	235 0
(III.) .. .. .	235 0
(IV.) .. .. .	245 0
(ii) Casual hands shall be paid at the rate per hour of 6s. 11½d. adjustable under clause 65 hereof.	

4. (b) IN (OR ON) ANY PLACE OTHER THAN—(i) OIL, GREASE, AND PETROLEUM PRODUCTS STORES, (ii) TOOL AND/OR MATERIAL STORES CONNECTED WITH METAL MANUFACTURERS' STORES, ELECTRICAL GOODS MANUFACTURERS' STORES, AND ENGINEERING ESTABLISHMENTS, OR WHERE EMPLOYEES ARE IN CHARGE OF, OR ISSUE STORES AND TOOLS FOR USE IN SUCH ESTABLISHMENTS, AND (iii) EGG PACKING ESTABLISHMENTS.

(i)	Males employed in (or on) or in connexion with—										
	Wharves, Wharf Fibroids, Customs Warehouses, or Fumigating Sheds.	Potato or Onion Stores.	Bond or Free Stores or Establishments engaged in the General Bulk Storage Business.	Lime, Cement, Plaster Stores, or Fibrous Plaster Stores.	Boot Factories, or Wholesale Chemists' or Manufacturing Establishments.	Bread-making Establishments.	Bag (Hessian, Jute or Cotton) Stores, Tobacco, Paint, Palinkers' Oils, Colour and Varnish Stores.	Machinery Stores.	Dye Stores other than Dye Stores connected with the business of dyeing or the manufacture of piece-goods or apparel.	Seed Stores.	Any Other Place.*
Column No.	1	2	3	4	5	6	7	8	9	10	11
WAGES PER WEEK OF—											
	40 Hours.	40 Hours.	40 Hours.	40 Hours.	40 Hours.	40 Hours.	40 Hours.	40 Hours.	40 Hours.	40 Hours.	40 Hours.
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
Any person engaged as a Storeman, Packer, or Sorter who (notwithstanding he may be under the orders of a superior who does not devote the whole of his time to supervising the storing, packing, or sorting)—											
(a) Works singly or is assisted by a person under 18 years of age ..	245 0	236 8	240 0	232 0	231 6	242 0	231 6	233 6	241 0	229 0	233 6
(b) Supervises or directs the number of persons 18 years of age or over indicated hereunder, viz. :—											
(i) 1, 2, 3, 4, 5, or 6 such persons ..	245 0	236 8	240 0	234 6	233 9	248 3	233 9	240 9	243 3	231 3	235 9
(ii) 7 or more such persons ..	245 0	236 8	240 0	248 6	248 6	262 9	248 6	249 9	257 3	253 9	249 9
Operator of power driven fork lift or similar mobile power driven stacking machine or device ..	237 0	237 0	237 0	237 0	237 0	237 0	237 0	237 0	237 0	237 0	237 0
Storeman in charge of a bulk store removed from the main place of business ..	..	..	..	..	231 6	..	231 6	233 6	241 0	229 0	233 6
Packers of crockery, china, or glassware ..	..	..	..	..	..	..	..	..	..	..	234 0
Packers of metal window frames ..	..	..	..	..	..	..	..	..	..	..	229 0
Persons handling pianos, pianos, players, or organs ..	..	..	..	..	..	..	..	..	..	..	229 0
All male adults not otherwise provided for ..	245 0	236 8	240 0	229 0	227 0	242 0	227 0	229 0	237 9	227 0	229 0

(ii) \* A storeman and/or packer required to mix and/or blend dye stuffs for sale shall be paid 10s. in addition to the appropriate rate herein provided.

(iii) Any person called upon to handle paris green or aluminium bronze in loose form, or soda ash other than in metal containers shall be paid at the rate of 6d. per hour in addition to the ordinary rate.

(iv) Any person called upon to handle carbon black for at least one hour on any day shall for such time as he is so required to work be paid at the rate of 6d. per hour in addition to the ordinary rate.

(v) Storemen or packers called upon to work in cool stores shall be paid 7s. 3½d. per hour whilst so employed. This rate includes 1½d. as a war loading. Such war loading shall not be taken into account when computing overtime or holiday pay.

(vi) Any employee handling cement imported from overseas shall be paid an additional 1s. per hour whilst so employed.

NOTE.—The rates set out in column No. 11 of 4 (b) (i) hereof apply to males employed—

(a) As storemen in Figured, Roll, and Sheet Glass Stores.

(b) In (or on) or in connexion with—

- (i) Bulk paper stores or rubber goods manufacturers' stores.
- (ii) Iron yards in which steel or iron bars, plates, pipes or sheets, black or galvanized, are handled.
- (iii) Hardware stores.
- (iv) Electrical goods stores (wholesale or retail establishments) other than electrical goods manufacturers' stores
- (v) Match factory stores.
- (vi) Wholesale confectionery stores.
- (vii) Bulk salt stores, stores in which stoves are stocked (except stove or oven manufacturers' stores) and stores in which sausage casings are stored, packed or sorted.
- (viii) Stove or oven manufacturers' stores.
- (ix) Dye stores connected with the business of dyeing, or the manufacture of piece-goods or apparel; and
- (x) Wholesale softgoods warehouses.
- (xi) Any place not elsewhere included in clause 4 (b) or 4 (c).

**4. (c) TOOL AND/OR MATERIAL STORES CONNECTED WITH METAL MANUFACTURERS' STORES, ELECTRICAL GOODS MANUFACTURERS' STORES, AND ENGINEERING ESTABLISHMENTS, OR WHERE EMPLOYEES ARE IN CHARGE OF, OR ISSUE STORES AND TOOLS FOR USE IN SUCH ESTABLISHMENTS.**

**MALES.**

	Wages Per Week of 40 Hours.		
	Within 20 miles of G.P.O., Melbourne, 10 miles of G.P.O., Geelong, or at Warrnambool, and within Mildura and Gippsland Districts.	At Yallourn.	Other Parts of Victoria
	s. d.	s. d.	s. d.
Foot Storeman (i.e., an adult male employee in charge of receiving storing and issuing of tools and other requirements in a tool store) .. .. .	222 0	228 6	219 0
Storeman and/or Packer .. .. .	226 6	233 0	223 6

**4. (d) EGG PACKING ESTABLISHMENTS.**

<i>Males.</i>		<i>Females.</i>	
	40 Hours. s. d.		40 Hours. s. d.
Any person engaged as a Storeman, Packer, or Sorter who (notwithstanding he may be under the orders of a superior who does not devote the whole of his time to supervising the storing, packing, or sorting)—		Any person engaged as a Female Packer or Sorter who (notwithstanding she may be under the orders of a superior who does not devote the whole of his time to supervising the storing, packing, or sorting)—	
(a) Works singly .. .. .	251 6	(a) Works singly .. .. .	186 0
(b) Supervises or directs the number of persons 18 years of age or over indicated hereunder, viz. :—		(b) Supervises or directs the number of persons 18 years of age or over indicated hereunder, viz. :—	
(i) 1 to 6 such persons .. .. .	253 9	(i) 1, 2, 3, 4, 5 or 6 such persons .. .. .	188 6
(ii) 7 to 12 such persons .. .. .	260 6	(ii) 7 to 12 such persons .. .. .	194 6
(iii) 13 or more such persons .. .. .	267 9	(iii) 13 or more such persons .. .. .	200 6
Operator of power driven fork lift or similar mobile power driven stacking machine or device .. .. .	237 0	Egg Packers, Sorters, or Testers—	
All male adults not otherwise provided for .. .. .	247 0	With less than eight weeks' experience .. .. .	175 6
		With eight weeks' or more experience .. .. .	185 6

**4. (e) OTHER FEMALES.**

	Females Employed in or in Connexion with—	
	Establishments in which are sorted Waste Pieces or Clippings of Cottons, Silks, Woolens, or Woollen and Cotton Pieces.	Any Other Place.
	Wages per Week of 40 Hours. s. d.	40 Hours. s. d.
Any person engaged as a female Packer or Sorter who (notwithstanding she may be under the orders of a superior who does not devote the whole of his time to supervising the storing, packing, or sorting)—		
(a) Works singly .. .. .	168 0	154 6
(b) Supervises or directs the number of persons 18 years of age or over, indicated hereunder, viz. :—		
(i) 1, 2, 3, 4, 5, or 6 such persons .. .. .	175 0	157 6
(ii) 7 or more such persons .. .. .	187 0	174 6
Females employed packing or sorting laundry work .. .. .		157 6
Packers of crockery, china, or glass ware .. .. .		171 0
All female adults not otherwise provided for .. .. .	158 0	151 6

**PART II.**

**PROVISIONS APPLICABLE ONLY TO PERSONS EMPLOYED IN OIL, GREASE, AND PETROLEUM PRODUCTS STORES.**

**5. SPECIAL RATES.**

In addition to the wages prescribed in clauses 3 and 4 of this Determination the following special rates shall be paid :—

(a) When not more than two storemen and packers are employed for more than half an hour handling or rolling barrels or drums weighing over 5 cwt., they shall be paid 6d. per hour extra whilst so employed.

(b) *Confined Space.*—Employees working in a confined space as defined in clause 22 hereof, 3d. per hour extra.

(c) *Dirty Work.*—Employees performing dirty work as defined in clause 22 hereof, 3d. per hour extra.

(d) *Cumulative Rates.*—Where an employee performs work which is covered by sub-clauses (b) and (c) of this clause the rates shall be cumulative so as to provide a total rate of 6d. per hour for dirty work performed within a confined space.

**6. HOURS.**

(a) Forty hours shall constitute a week's work, and they shall be worked as follows :—  
Not more than eight hours per day from Monday to Friday, both inclusive, and not more than four hours on Saturday to be worked between the hours of 7 a.m. and 5.30 p.m. Monday to Friday, both inclusive, and between the hours of 7 a.m. and noon on Saturday.

(b) Provided that it shall be optional for an employer to work either a six-day or a five-day week. When a five-day week is worked, the daily hours on Monday to Friday, both inclusive, shall not exceed 8 hours 48 minutes, within the hours provided in the immediately preceding paragraph, without the payment of the overtime rate.

(c) Subject to the above, the hours of starting and knocking off may be fixed by each employer, but having once been fixed they shall not be altered without seven days' notice to the employees.

## PART II.—continued.

## 7. SHIFT WORK.

(a) Where the industry necessitates a continuous process, three shifts of eight hours each may be worked. Employees working on such shifts shall be paid 8s. per week in addition to the rates prescribed in clauses 3 and 4 hereof.

(b) Employees required for duty in connection with the loading of tank waggons and fully assembled composite waggons with petroleum products in bulk or drums or packages may be employed on shifts provided that such shift work extends over one calendar month, and when so employed shall be paid 8s. per week in addition to the rates prescribed in clauses 3 and 4 hereof.

(c) Five shifts of not more than eight hours including crib time of half an hour and one shift of not more than four hours or five shifts of not more than eight hours 48 minutes, including crib time of half an hour shall constitute a week's work.

(d) Overtime shall be calculated in accordance with the provisions of clause 8 of this Determination.

## 8. OVERTIME.

(a) For all work done on Sundays, Holidays and after 12.30 p.m. Saturdays the rates of pay shall be double time.

(b) For all work done outside ordinary hours except as provided in sub-clause (a) hereof, the rates of pay shall be time and a half for the first three hours and double time thereafter, such double time to continue until the employee has been released from duty.

(c) An employee, other than a casual employee, after the completion of overtime work performed after his usual ceasing time shall be entitled to be absent until he has had eight consecutive hours off duty, without deduction of pay for ordinary time of duty occurring during such absence.

(d) An employee recalled to work overtime after leaving his employer's business premises shall be paid for a minimum of three hours work at the appropriate rate for each time he is so recalled; provided that, except in the case of unforeseen circumstances arising, the employee shall not be required to work the full three hours if the job he was recalled to perform is completed within a shorter period.

(e) For all work done during supper, breakfast or lunch hours and thereafter until a full meal break is allowed double time shall be paid.

## Compulsory Overtime.

(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.

## 9. MEAL HOURS.

(a) One hour on Monday to Friday, both inclusive, shall be allowed for each meal except tea, provided that should any employer and any employee agree, the meal hour may be shortened to meet the exigencies of transport or for the purpose of more effectively operating either a rostered five day working week or a five day working week.

(b) The hours for breakfast and lunch shall be fixed in each case by mutual arrangement, but having once been fixed, they shall not be altered without seven days' notice to the employees.

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

(d) The interval for supper shall be between midnight and 1 a.m.

## 10. MEAL ALLOWANCE.

A weekly or casual employee required to work overtime for more than one and a half hours after his usual knock off time shall either be supplied with a meal by the employer or be paid 3s. for each meal.

## 11. HOLIDAYS.

(a) Weekly employees shall be entitled without deduction of pay to the holidays observed in respect of—Union Picnic Day to be held on a day to be mutually agreed upon between the union and the employers or, if no agreement is reached, at a date to be fixed by the Wages Board—New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Anzac Day, King's Birthday, Labour Day, Christmas Day, Boxing Day and one other holiday on the day fixed as follows:—Within 25 miles of the General Post Office, Melbourne—Melbourne Cup Day, elsewhere any day agreed by the employer and employee concerned.

(b) Provided that in addition to the above mentioned holidays all gazetted public holidays upon which Railway Goods Yards are closed for the receipt of ordinary goods shall be observed as holidays.

## 12. ANNUAL LEAVE.

(a) Employees shall be entitled to two weeks' leave, exclusive of any public holidays as provided in clause 11, on full pay at the expiration of each twelve months' service. The annual leave provided by this clause shall be allowed, and shall be taken within three months of such leave falling due, and payment shall not be made or accepted in lieu of annual leave.

Provided that when an employee leaves or is dismissed before the expiration of twelve months, he shall be paid one-sixth of a week's wages for each month of completed service.

(b) Each employee, before going on leave, shall be paid two weeks' wages. For the purpose of this sub-clause the two-weeks' wages shall be at the rate at 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.

(c) When the right to annual leave has accrued the employer shall give not less than one week's notice to the employee concerned of his intention to grant such leave.

## 13. TERMS OF ENGAGEMENT.

(a) Employees are to be engaged either as weekly or casual hands.

(b) In the case of casual hands the engagement shall be terminable at any time by either party. In the case of weekly hands the engagement shall be terminable by a week's notice on either side. Provided that any employee, being incompetent, disobedient or misconducting himself may be dismissed without notice.

(c) Men engaged for stacking ex ship shall be deemed to be casual hands during the whole time they are engaged on such work.

(d) Where an employer is not satisfied as to the reason of an employee absenting himself from work he may deduct from the wages of such employee the time he has been so absent, unless the employee produces a medical certificate or other satisfactory evidence of sickness if required by the employer, in which case the employer shall make no deduction for such sickness. Provided that should an employee remain absent for more than six days in all during any calendar year the employer may thereafter make such deduction.

(e) Casual employees who are instructed to report for work at a stipulated time, and who report for work at such time, but for whom work is not available within 30 minutes of the said stipulated time, shall be paid ordinary casual rates from the said stipulated starting time.

(f) In the event of a casual worker being instructed to report for work and his services are not required, he shall be paid for two hours at casual rates.

**PART II.—continued.****PAYMENT OF WAGES.**

14. (a) The payment of weekly employees shall be made during working hours in each week on a day suitable to the employer. Provided that in the case of weekly employees two days' wages may be kept in hand.  
 (b) Casual hands shall be paid at the time of their services being dispensed with and at the place where the work has been performed.

**DUAL CAPACITY.**

15. (a) Where a weekly employee is put to work temporarily at a classification higher than that under which he was engaged or deemed to be working, he shall be paid as follows:—  
 (i) Up to four hours on any one day—the rate prescribed for such higher classification with a minimum of one hour  
 (ii) Over four hours on any one day—a full day's pay at the rate prescribed for such higher classification;  
 (iii) Over 22 hours in any one week—a full week's pay at the rate prescribed for such higher classification.  
 (b) A weekly employee shall not suffer any deduction in wages during any week by reason of his having been put to work for a part of such week at a classification lower than that under which he was engaged or deemed to be working.

**TRAVELLING TIME.**

16. (a) In the case of the engagement of casual labour the time during which the employee is travelling from the place of engagement to the place of employment, or waiting at the job after engagement, shall be treated as ordinary time of duty in addition to the time of actual work. Provided that such travelling time shall not exceed 30 minutes.  
 (b) Where circumstances arise necessitating a longer period of travelling time than 30 minutes the extra time so required shall be paid for.

**SMOKE-OHS.**

17. Employees shall be allowed smoke-oh periods of ten minutes during each period of at least 4 hour ordinary working time. This provision shall also apply to work performed on Saturday afternoons, Sundays and holidays.

**FIRST AID.**

18. In each establishment the employer shall provide a properly equipped first aid chest at a place reasonably accessible to all employees. Such a chest shall, as to its contents, comply with any Act or Regulation in force from time to time.

**FARES.**

19. Transport from store to store in the employers' time shall be arranged by the employers at their own expense or the actual expense incurred shall be paid by the employers.

**FOOTWEAR.**

20. Suitable and approved footwear shall be provided for employees whilst engaged in places where employers require special footwear to be used.

**DINING ROOM.**

21. The employer shall provide a suitable place in which the employee may change his clothing and eat his meals.

**DEFINITIONS.**

22. (a) A "Storeman and Packer" shall mean every employee engaged in the work of receiving, stacking, storing, packing, delivering or handling in any way whatsoever petroleum products, equipment or other merchandise sold, used or employed in connexion with a petroleum merchant's business.  
 (b) A "Leading Hand" shall be an employee who:—  
 (i) has 1 or 2 employees under his supervision.  
 (ii) is in charge of a store.  
 (iii) is in charge of 3-9 employees.  
 (iv) is in charge of 10 or more employees.  
 (c) "Confined Space" shall mean a working place, the dimensions of which necessitate an employee working in a stooped or otherwise cramped position, or without proper ventilation, or where confinement within a limited space is productive of unusual discomfort.  
 (d) A "Casual Hand" shall be one whose period of engagement is less than two weeks.  
 (e) "Dirty Work" shall mean handling the following substances other than in closed containers—Agrol, Sulphuric Acid, Graphite, Aluminium Stearate, and filling and handling lime sulphur; also, subject to the proviso hereinafter mentioned, other work which a foreman and a workman shall agree is of an unusually dirty or offensive nature. In cases of disagreement between a foreman and a workman, the workman or a shop steward on his behalf shall be entitled within 24 hours to ask for a decision on the workman's claim by the executive officer responsible for the management or superintendence of the plant concerned. In such a case a decision shall be given on the workman's claim within 48 hours of its being asked for (unless that time expires on a non-working day, in which case it shall be given during the next working day) or else the said allowance shall be paid.  
 Provided that the normal handling of materials used in the oil industry other than those listed above shall not be regarded as work of an unusually dirty or offensive nature.

**PART III.****PROVISIONS APPLICABLE ONLY TO PERSONS EMPLOYED IN BOND OR FREE STORES OR ESTABLISHMENTS ENGAGED IN THE GENERAL BULK STORAGE BUSINESS.****TERMS OF ENGAGEMENT.**

23. Employees shall be engaged either as weekly or casual employees, subject to the conditions set out hereunder—  
 (a) Weekly Employees: A weekly employee is one engaged by the week, and paid by the week, and whose engagement shall be terminable by one week's notice on either side, or in lieu of such notice a week's pay shall be given. This shall not affect the right of the employer to summarily dismiss any employee for dishonesty, misconduct or absence from work without reasonable cause, without liability to pay for more than actual time worked, at the weekly rate.  
 Notice of termination shall be given on and take effect from pay day, such notice not to be continued week to week.  
 Where a weekly employee is engaged on any day other than the day immediately following pay day, he shall be entitled to casual rates for the broken portion of the week worked by him.  
 (b) Casual Employees: A casual employee is one whose period of engagement is for less than four weeks, and whose engagement may be terminated at any time. Casual employees shall be guaranteed not less than four hours work every start, provided however that casual employees directed to report for work at a stipulated time and who do so report for work, if not employed, shall be paid as for two hours.  
 (c) If through slackness of work weekly employees are discharged such employees shall be given preference of employment by the employer over other persons when he is re-engaging labour.

**CASUAL WORK.**

24. Casual employees, i.e., persons employed in Bond or Free Stores or Establishments engaged in the general bulk storage business for less than four weeks, shall be paid at the rate of 6s. 6½d. per hour.



**PART III.—continued.****HOURS.**

25. The ordinary working hours shall not exceed 40 per week to be worked between the hours of 7.30 a.m. and 5.30 p.m. on Monday to Friday inclusive and 7.30 a.m. to noon on Saturday, provided that a week's notice shall be given by the employer to the hands concerned of intention to change the usual hours of starting and finishing.

Different starting and finishing times may be fixed in distinct departments in the same establishment of the employer but not for men working together in the same department.

**MEAL HOURS.**

26. (a) Meal hours shall be as follows:—

Dinner: One hour between noon and 2 p.m.

Tea: 5 p.m. to 6 p.m.

Each employer shall fix the meal hour, which shall not be altered without seven days' notice to the employees.

(b) All meal hours if worked, shall be paid for at double rates, such rates to be continued until such time as the meal hour has been allowed, provided that the rate of double time for working between 5 p.m. and 6 p.m. shall not apply where the overtime does not continue after 7 p.m., in which case employees required to work beyond 6 p.m. shall be allowed, before starting overtime, after working ordinary hours, a crib time of twenty minutes which shall be paid for at ordinary rates.

**MEAL ALLOWANCE.**

27. Employees called upon to work overtime after 6 p.m. or after 1 p.m. on a Saturday shall receive a meal allowance of 3s. 6d.

**OVERTIME.**

28. (a) For all work done outside ordinary hours the rates of pay shall be time and a half for the first two hours and double time thereafter, such double time to continue until the completion of the overtime work.

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

**Rest Period after Overtime.**

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

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

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

**Compulsory Overtime.**

(c) 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.**

29. All statutory and gazetted public holidays observed by the Customs Authority shall be recognized holidays without any deductions from the weekly wages to be paid under this Determination.

**SUNDAY AND HOLIDAY WORK.**

30. All time worked on Sundays and Public Holidays (as defined in clause 29) shall stand alone and weekly employees shall be paid at the rate of double time in addition to their weekly wages, and casual employees shall be paid at the rate of double time provided that all employees called to work on a Sunday or Holiday shall be paid a minimum as for four hours work.

**ANNUAL HOLIDAY.**

31. The annual holiday shall be as prescribed in the *Factories and Shops (Annual Holidays) Act 1946*, No. 5111, and any amendments that may be made thereto from time to time.

**SICK LEAVE.**

32. Where an employer is not satisfied as to the reason of an employee absenting himself from work he may make a deduction from the wages of such employee for the time he has been so absent, unless the employee produces a medical certificate of sickness if required by the employer; in which case the employer shall make no deduction for such sickness. Provided that should an employee remain absent for more than 40 hours of working time in all during any year of service, the employer may thereafter make such deduction. Provided further, that an employee shall not be entitled to paid leave of absence for any period in respect of which he is entitled to workers' compensation.

**PAYMENT OF WAGES.**

33. The payment of weekly employees shall be made during working hours and not later than Friday each week.

Casual employees shall be paid at the time that their services are dispensed with, and shall be paid from the time that they are engaged at the picking-up place until discharged at the same place, otherwise they shall be paid at ordinary rates for the time they are kept waiting.

**REST PERIODS.**

34. Where work continues after 10 p.m., a rest period shall be allowed from 9.30 p.m. to 10 p.m. and from 5.30 a.m. to 6 a.m., both to be paid for even if men cease work at 5.30 a.m. provided that if men work during any time when rest periods are allowed, double overtime rates shall be paid for the time so worked.

**FIRST AID.**

35. For each store the employer shall provide a properly equipped first aid chest.

**CARRYING HEAVY ARTICLES.**

36. Casual employees, when receiving and carrying continuously for one hour or more, bagged stuff, case goods, or other packages, exceeding in weight 180 lbs. shall be paid 6d. per hour above the ordinary rates, provided that when carrying 10 bushell bags of bran, both casual and weekly employees shall be paid 9d. per hour above the ordinary rates.

**DINING AND CHANGE ROOM.**

37. The employer shall provide a suitable place in which an employee may change his clothing and eat his meals.

## PART IV.

**PROVISIONS APPLICABLE TO PERSONS EMPLOYED IN TOOL AND/OR MATERIAL STORES CONNECTED WITH METAL MANUFACTURERS STORES, ELECTRICAL GOODS MANUFACTURERS STORES, AND ENGINEERING ESTABLISHMENTS, OR WHERE EMPLOYEES ARE IN CHARGE OF, OR ISSUE STORES AND TOOLS FOR USE IN SUCH ESTABLISHMENTS.**

38. The conditions (other than wages rates) of employees covered by this part shall be those (if applicable) of the general body of employees in the establishment.

## PART V.

**PROVISIONS APPLICABLE TO PERSONS OTHER THAN THOSE EMPLOYED IN OIL, GREASE, AND PETROLEUM PRODUCTS STORES, OR IN BOND OR FREE STORES OR ESTABLISHMENTS ENGAGED IN THE GENERAL BULK STORAGE BUSINESS.**

## TERMS OF ENGAGEMENT.

39. (a) Employees are to be engaged as weekly or casual employees. A weekly employee is one engaged by the week and paid by the week, and whose engagement shall be terminable by one week's notice on either side, or one week's wages paid or forfeited, as the case may be, in lieu thereof. Such notice may be given at anytime but is not to be continued from week to week.

(b) Casual employees shall be guaranteed not less than two hours' engagement every start.

(c) A weekly employee to be entitled to the weekly wage shall be available, ready, and willing to perform his or her usual work during the days and hours usually worked by such class of employee, and may be summarily dismissed for dishonesty, misconduct, neglect of duty, or for absence from work without reasonable cause, and in the event of such dismissal the employee shall be paid only for the time actually worked. Provided that an employer may deduct payment for time lost during which the employee cannot be usefully employed by reason of any strike, breakdown of machinery, or other cause for which the employer cannot reasonably be held responsible.

## SICK LEAVE.

40. (a) Any weekly employee who, having had at least three months' service with the employer, is absent from duty as a result of personal ill health or accident shall be entitled to sick pay as follows:—

- (i) during the first year—3½ hours' ordinary pay for each complete month of service;
- (ii) during any subsequent year of service—40 hours' ordinary pay.

Provided that, in either case, such employee produces or forwards within 48 hours of the commencement of such absence evidence satisfactory to the employer that his or her non-attendance was due to personal ill health or accident necessitating such absence; and provided further that he or she shall not be entitled to paid leave of absence for any period in respect of which he or she is entitled to workers' compensation.

(b) If the full period of sick leave as prescribed above is not taken in any year such portion as is not taken shall, provided an employee remains in the service of the one employer or any successor of such employer be cumulative from year to year.

For the employee who commenced with an employer, at least three months before the 1st July, 1951, the first year of service shall be calculated from the 1st July immediately prior to his commencement. For any other employee the first year of service shall be calculated from the date of his or her commencement with an employer. In each case the subsequent years of service shall commence from the corresponding respective dates. Provided that, in the case of the former, any sick leave not exceeding 120 hours, accumulated by virtue of a previous Determination of this Board and standing to the credit of an employee on the 19th November, 1951, shall not be reduced by virtue of the provisions of this Determination.

No employer shall terminate the services of an employee during the currency of any period of sick leave with the object of avoiding his obligations under this sub-clause.

## ORDINARY HOURS FOR A WEEK'S WORK.

41. (a) The ordinary hours for a week's work shall be 40 except in the case of any week in which any of the holidays specified in clause 47 occur.

(b) In any such week the ordinary hours of work shall be reduced by the number of hours regarded as an ordinary day's work for any day on which any of the said holidays occur.

## CASUAL WORK.

42. Casual work, i.e., work for less than two full weeks, shall be paid for at the following rates:—

On wharfs or in wharf sheds, customs railway sheds, or fumigating sheds .. .. .	Ordinary wages rate with an addition of twenty per cent, calculated to the nearest ¼d., half or less than half of ¼d. to be disregarded.
In potato or onion stores .. .. .	Ordinary wages rate with an addition of ten per cent.
Elsewhere .. .. .	Ordinary wages rate with an addition of thirty-three and one-third per centum.

## HOURS OF WORK FOR ALL PERSONS OTHER THAN THOSE EMPLOYED IN BREAD-MAKING ESTABLISHMENTS.

43. Hours of work for all persons other than those employed in Bread-making Establishments shall be:—

	Times of Beginning.	Times of Ending.
(a) On the ordinary working days of the week .. .. .	.. 7 a.m.	.. 6 p.m.
On Saturday .. .. .	.. 7 a.m.	.. Noon in bulk paper, bulk lime, or cement stores, 12.30 p.m. in any other place.

An employer shall not alter the starting and finishing times in his establishment without giving one week's notice.

(b) The ordinary hours shall be worked on five days of not more than eight hours (Monday to Friday, inclusive), and one day (Saturday) of not more than four hours; or five days (Monday to Friday, inclusive) of eight hours, each continuously, except for meal breaks, at the discretion of the employer.

## HOURS OF WORK IN BREAD-MAKING ESTABLISHMENTS.

44. The number of hours to be worked in Bread-making Establishments on each night between 9 p.m. and 7.30 a.m. shall not exceed—

On ordinary nights .. .. .	.. 7 hours.
On double nights (i.e., nights on which bread for more than one day's consumption is produced) .. .. .	.. 10 hours.

**PART V.—continued.****OVERTIME.**

45. (i) The following rates shall be paid for all work done—
- (a) by persons employed in Bread-making Establishments—  
 In excess of the number of hours fixed in clause 44, or  
 In excess of the ordinary hours for a week's work prescribed in clause 44 } Time and a half.
- (b) by all other persons—  
 Outside the times of beginning and ending work  
 as prescribed in clause 43 (a), or, in excess  
 of the spread of the ordinary hours prescribed  
 in clause 43 (b) or within such spread in  
 excess of 40 hours in any week } Time and a half for the first three hours, and double time  
 thereafter. When double time becomes payable it shall  
 continue until the completion of the overtime work.
- (ii) An employee recalled to work overtime after leaving his employer's business premises shall be paid for a minimum of three hours' work at the appropriate rate for each time he is so recalled; provided that, except in the case of unforeseen circumstances arising, the employee shall not be required to work the full three hours if the job he was recalled to perform is completed within a shorter period.

**SPECIAL RATES FOR SUNDAYS AND PUBLIC HOLIDAYS.**

46. Double time shall be the rate for all work done on Sunday New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day (in industries named in the Second Schedule to the *Anzac Day Act 1928*), King's Birthday, Christmas Day, and Boxing Day; provided that Melbourne Cup Day shall be substituted for King's Birthday for persons employed in laundries within the Metropolitan District as defined in the Factories and Shops Acts and the Orders in Council thereunder; provided further that in any case where Melbourne Cup Day has been substituted as a holiday, as provided for in clause 42, the special rate herein provided shall operate on such day in lieu of King's Birthday, but if any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays the special rate shall only be payable for work done on the days so substituted.

**HOLIDAYS.**

47. Weekly employees 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 (provided that Melbourne Cup Day shall be substituted for King's Birthday for persons employed in laundries within the Metropolitan District as defined in the Factories and Shops Acts and the Orders in Council thereunder), Christmas Day, Boxing Day, Easter Saturday (except those employed in establishments in which perishable goods are handled), and the Picnic Day or Trade Holiday fixed for the majority of the employees in any establishment. Provided that where a Picnic Day has been fixed for the majority of the employees in any section of an establishment, storemen, packers, or sorters who are employed for the majority of their time in such section shall be entitled to the same day.

Provided that within the Metropolitan District as defined in the Factories and Shops Acts, Melbourne Cup Day may be substituted for King's Birthday by agreement between the Secretary of the Federated Storemen and Packers Union and any employer concerned.

If any of the above holidays occurs on a Sunday or Saturday, and is not observed on any other day, then employees shall not be paid for such Sunday or Saturday but in an establishment where the ordinary hours are worked in 5½ days shall be paid for such Saturday as for a half-day, but not otherwise.

All employees working on piecework shall be granted the same holidays as are provided for weekly wage workers, and they shall be paid for such holidays the amount for each holiday based on the minimum weekly wage as set out in this Determination for the class of work performed.

**ANNUAL LEAVE.**

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

**MEAL ALLOWANCE.**

49. An employee (other than an employee in an egg packing establishment) required to work overtime for any period in excess of one hour after the usual hour of ceasing duty shall be paid an allowance of 4s. as meal money. Provided that such meal allowance shall not be payable to an employee who can reasonably return home for a meal.

**REST PERIOD.**

50. A rest period of ten minutes, at a time fixed by the employer, between 10 a.m. and 11.30 a.m. each day shall be allowed to all employees such time to count as time worked.

**RIGHT OF ENTRY OF UNION OFFICIAL AND INSPECTION OF RECORDS.**

51. A duly accredited representative of the Federated Storemen and Packers' Union of Australia shall have the right to enter employers' establishments to inspect records and 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.
- (f) Each employer shall keep time and wages records showing the name of each employee, the hours worked each day, and the wages and overtime paid each week. The time and wages record shall be open for inspection to the said accredited representative during the usual office hours, at the employer's office, or other convenient place, provided that only one demand for such inspection shall be made at the same establishment in any one fortnight, and such demand shall not be made unless the Secretary of the Union suspects that a breach of this Determination has been committed.

**EMPLOYER TO PROVIDE TOOLS.**

52. All tools which employees (other than those employed in, or on, or in connexion with Wharfs, Wharf Sheds, Customs Railway Sheds, or Fumigating Sheds) are required to use in the course of their work shall be provided by the employer.

**PIECEWORK.**

53. The Board determines, under the provisions of sub-sections (1) and (2) of section 150 of the *Factories and Shops Act 1928* (No. 3677), that any employer may fix and pay piecework prices for wholly or partly packing or sorting any articles for which wages rates are fixed, provided that such employer shall base such piecework prices on the earnings of an average worker working under like conditions, and such piecework prices shall be fixed so that an average worker can earn not less than the wages rate fixed by the Board for such work.

**PART V—continued.**

**PAYMENT OF WAGES.**

54. Wages shall be paid not later than Thursday in each week, except in a week during which a Public Holiday occurs, and in such case, the day for payment of wages shall be at the discretion of the employer.

**FIRST-AID OUTFIT.**

55. In each place where employees are regularly employed, the employer shall provide and continuously maintain, at a place or places reasonably accessible to all employees, an efficient first-aid outfit, consisting of the following articles:—

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

**ADDITIONAL PROVISIONS APPLICABLE ONLY TO PERSONS EMPLOYED IN EGG PACKING ESTABLISHMENTS.**

**MELBOURNE CUP DAY HOLIDAY.**

56. Employees shall be either permitted to be absent from duty without deduction of pay from noon on Melbourne Cup Day, or paid at the rate of double time for all work done after noon on that day.

**RESTRICTION AS TO FEMALES LIFTING HEAVY WEIGHTS.**

57. The maximum weight to be lifted by any female over eighteen years of age shall be thirty pounds.

**REST PERIODS.**

58. A rest period of ten minutes in the forenoon and ten minutes in the afternoon shall be given all female workers without any deduction from wages.

**MEAL ALLOWANCE.**

59. An employee required to work overtime for any period in excess of one hour after the usual hour of ceasing duty shall be paid an allowance of 4s. as meal money. Provided that such meal allowance shall not be payable to an employee who can reasonably return home for a meal.

**SICK LEAVE.**

60. Where an employee is engaged for broken periods of service in successive years with the same employer, each period including and subsequent to a qualifying period of three months' service shall be added for the purpose of calculating credit of sick leave as prescribed in clause 40 of this Determination.

**PART VI.**

**WAGE ADJUSTMENT PROVISIONS APPLICABLE TO ALL SECTIONS.**

**PERIODICAL ADJUSTMENT OF WAGES.**

61. (a) The wages rates for adult males set out in clauses 4 (a) (i), 4 (a) (ii), 4 (b), 4 (c) and 4 (d) (other than the hourly rate for storemen or packers called upon to work in cool stores) and 24 are based upon the basic wages set out in Table A, and pursuant to the provisions of section 21 of the *Factories and Shops Act 1934*, this Board hereby determines that such rates in the said clauses 4 (a) (i), 4 (a) (ii), 4 (b), 4 (c) and 4 (d), shall be automatically adjusted by the same amounts and at the same time as such basic wages as prescribed by clause 62.

(b) The wages of juniors in clause 3 shall be adjusted in proportion to the adjustment of the said basic wage for the index number set assigned for Melbourne. Such adjustment shall be to the nearest 6d., half or less than half of 6d. in any result to be disregarded.

(c) The wages of apprentices and improvers as set out in clause 2, shall be adjusted in accordance with the percentages of the basic wage as set out in Table B hereof.

(d) The basic wage for adult females shall be 75 per cent. of the basic wage for adult males calculated to the nearest 6d., half or less than half of 6d., in a result to be disregarded. The wages rates for adult females shall be adjusted by adding to or subtracting from such wages rates the amounts of the differences from time to time in the said female basic wage as so calculated.

**TABLE A.  
Basic Wages.**

Place.	Basic Wage (Adjustable).	Index Number Set Assigned.
Throughout the State—	£ s. d.	
(a) For all employees other than casual hands employed in Oil, Grease, and Petroleum Products Stores	9 19 0	Melbourne
(b) For casual hands employed in Oil, Grease, and Petroleum Products Stores ..	9 18 0	Average of Basic Wage for Melbourne, Adelaide, and Hobart

## PART VI.—continued.

TABLE B.

ALL PLACES OTHER THAN OIL, GREASE, AND PETROLEUM PRODUCTS STORES.  
APPRENTICES AND IMPROVERS.

	Males.		Females.			
	Breadmaking Establishments.	Any Other Place.	Establishments in which are sorted Waste Pieces or Clippings of Cottons, Silks, Woollens, or Woollen and Cotton Pieces.	Egg Packing Establishments.	Any Other Place.	
	Percentage of Male Basic Wage.	Percentage of Male Basic Wage.	Percentage of Female Basic Wage.	Percentage of Female Basic Wage.	Percentage of Female Basic Wage.	
	%	%	%	%	%	
Under 16 years of age ..	} 82	27	42	41	36	
16 to 17 years of age ..		36	48	55	48	
17 to 18 years of age ..		48	55	62	55	
18 to 19 years of age ..		68	61	73	61	
19 to 20 years of age ..		100, plus 5s.	85	74	80	71
20 to 21 years of age ..		100, plus 26s.	100, plus 3s.	84	94	81
					Provided that any female improver employed packing or sorting laundry-work shall, after completing three years' experience, be paid the wage fixed for an adult	

## ADJUSTMENT OF BASIC WAGE.

62. (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, 1952, the amounts of the basic wages shall be as prescribed in clause 61.

(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 numbers 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.

63. The hourly rate for storemen or packers called upon to work in cool stores shall be adjusted at the same time and at the same rate as that provided for a chamber hand in the Determination of the Frozen Goods Board.

64. The amount of the minimum rate for a casual employee in a Bond and Free Store is ascertained by adding a margin of 16s. 6d. to the current Basic Wage, dividing the result by 35 and then adding 4d. The amount is to be calculated to the nearest farthing.

65. The amount of the minimum rate for a casual employee in an Oil, Grease, or Petroleum store is ascertained by obtaining the average of the basic wage for Melbourne, Adelaide, and Hobart, adding 10s. to the result and dividing by 30. The result is to be calculated to the nearest ¼d.

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

J. W. RYAN, Secretary.

Melbourne, 6th December, 1951.





# VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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No. 19]

FRIDAY, JANUARY 18.

[1952

Factories and Shops Acts.

## DETERMINATION OF THE BISCUIT BOARD.

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

(b) On the 21st June, 1913, the powers of the Biscuit Board were extended to enable it to "determine the lowest prices or rates which may be paid to any person employed as storeman, packer, or sorter in connexion with the trade or business of making biscuits."

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 employed in making biscuits," has made the following Determination, namely:—

1. That on the 1st December, 1951, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

Apprentices or Improvers.					Other Employees.	
WAGES PER WEEK OF 40 HOURS.					WAGES.	
—	Per-centage of Basic Wage.	Male Apprentices or Improvers.	Per-centage of Female Basic Wage.	Female Apprentices or Improvers.	Per week of 40 hours.	s. d.
		s. d.		s. d.		
Under 16 years of age	38	75 6	63	94 0	Bakers (including Wafer Bakers and Branette Bakers)	238 0
16 years of age	40	79 6	63	94 0	Brakesman	234 0
17 years of age	56	111 6	70	104 6	Machine Attendant	231 0
18 years of age	64	127 6	81	120 6	Men carrying and stacking flour	233 0
19 years of age	75	149 0	88	131 0	Mixers (including Wafer Mixers and Sugar Cream Mixers)	237 0
20 years of age	85	169 0	96	143 0	Oven firemen	232 0
					Adult males operating "Enroba" chocolate dipping machine	224 0
					Despatch hands	224 0
					All other males	216 0
					All other females	168 9

Apprentices or improvers engaged attending gas ovens during the baking of wafers and branettes shall be paid 5s. per week in addition to above rates.

### PROPORTION (IN ANY PLACE).

#### Apprentices.

##### MALES.

One male apprentice to every three or fraction of three male workers receiving not less than 216s. per week of 40 hours.

##### FEMALES.

One female apprentice to every three or fraction of three female workers receiving not less than 168s. 9d. per week of 40 hours.

#### Improvers.

##### MALES.

Two male improvers to every male worker receiving not less than 216s. per week of 40 hours.

##### FEMALES.

Four female improvers to every female worker receiving not less than 168s. 9d. per week of 40 hours.

## TERMS OF ENGAGEMENT.

3. Employees who work less than 40 hours in any week may be paid *pro rata* according to the number of hours worked.

## OVERTIME.

4.

- (a) Places in which the week's work is performed in 5½ days—  
 Time worked in excess of 8 hours on any one day, Monday to Friday (inclusive) .. Time and a half.  
 Time worked in excess of 4 hours on Saturday .. .. . .. Time and a half.
- (b) Places in which the week's work is performed in 5 days—  
 Time worked in excess of 8 hours on any one day, Monday to Friday (inclusive) .. .. Time and a half.
- (c) Any time worked in excess of 40 hours in any week .. .. . .. Time and a half.

## TEA MONEY.

5. An allowance of 3s. for tea money shall be paid to all employees when work extends for more than two hours beyond the usual time of ending work.

## ALLOWANCES.

6. Employees who are required to wear, when at work, overalls, the laundering of which is not paid for by the employer, shall be paid the following allowance in addition to their ordinary weekly wage:—

Males aged 19 years and over	..	..	..	..	..	2s. per week extra.
Males under 19 years	..	..	..	..	..	1s. 6d. per week extra.
All females	..	..	..	..	..	2s. per week extra.

## TIME BOOK OR OTHER RECORD.

7. The correct times of beginning and ending work shall be recorded daily in a book, time card, or by mechanical means to be furnished by the employer; such record to be open for inspection by the permanent Secretary-Treasurer of the Victorian Branch of the Biscuit Makers' Union of Australia.

## MEAL TIME.

8. A meal period of not less than 30 minutes and not more than one hour shall be allowed after a period of five hours continuous work. Such meal period shall not be calculated as time worked.

## EXTRA RATES.

9.

- (i) All employees working on night work between the hours of 9 p.m. and 6.30 a.m. shall receive the rate of 5s. per night additional to the usual wage rate: Provided that when the employee works for less than half of the normal shift such payment in addition to the usual wage shall be 2s. 6d.
- (ii) All employees on day work whose normal time of finishing work is 6 p.m. or up to 9 p.m. shall receive 2s. 6d. per shift in addition to the usual wages rate for such work subject to the provisions of clauses 3 and 4.
- (iii) All employees on day work commencing work before 2.30 a.m. shall receive the rate of 5s. per shift in addition to the usual wages rate.
- (iv) All employees on day work commencing between the hours of 2.30 a.m. and 6.30 a.m. shall receive the rate of 2s. 6d. per shift in addition to the usual wages rate.
- (v) No female of any age shall be employed between the hours of 9 p.m. and 6.30 a.m.

## SHIFT WORK.

10. Each employee engaged on shift work shall have a break of 10 hours between shifts.

## SUNDAY WORK.

11. For all work done on Sunday, double time shall be paid with a minimum of 10s.

## PAYMENT FOR HOLIDAYS.

12. Employees shall be granted the following holidays without deduction of pay:—New Year's Day, Australia Day, Union Picnic Day (i.e. third Monday in February in each year), Good Friday, Easter Monday, Anzac Day, Labour Day, King's Birthday, Melbourne Cup Day, Christmas Day, and Boxing Day; or any other day substituted for the above days by Act of Parliament or Proclamation.

Double time shall be the rate for all work done on Sunday, New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, King's Birthday, 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-named holidays, the special rate shall only be payable for work done on the day so substituted.

## ANNUAL HOLIDAYS.

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

## SICK LEAVE.

14. (a) Any employee who, having had at least three months' service with the same employer, is absent from duty as a result of personal ill health or accident shall be entitled to sick pay as follows:—

- (i) During the first year—3½ hours' ordinary pay for each complete month of service.  
 (ii) During any subsequent year of service—40 hours' ordinary pay.

Provided that, in either case such employee produces or forwards within 48 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.

(b) If the full period of sick leave as prescribed above is not taken in any year such portion as is not taken shall, provided an employee remains in the service of the one employer or any successor of such employer, be cumulative from year to year. For the purposes of this sub-clause service prior to the 1st July, 1949, shall be disregarded, provided that any accumulated sick leave, not exceeding 80 hours of working time, standing to the credit of the employee on the 1st July, 1951, shall not be reduced by virtue of the provisions of this sub-clause.

## REST PERIOD.

15. Female employees shall be allowed a period of ten minutes in the morning and ten minutes in the afternoon at a time to be mutually arranged between the employer and the Secretary-Treasurer of the Biscuit Maker's Union, such time to count as time worked. Reasonable facilities shall be provided by the employer for female employees to make tea during such interval if they so desire; provided that:—

- (i) Such period shall not be allowed within one hour of commencing or finishing work for the day or one hour before or after a meal break; and  
 (ii) Employees shall conform to such arrangement as the employer may make to ensure the continuity of operations.



## PIECEWORK.

16. The Board determines, under the provisions of section 150 of the *Factories and Shops Act 1928*, that any employer may fix and pay piecework prices to any person or persons or classes of persons employed at any work for which the Board has fixed the minimum wage, provided that any such employer shall base such piecework prices on the earnings of an average worker working under like conditions, and such piecework prices shall be fixed so that an average worker can earn not less than the wages that are fixed by the Board for such work.

## AUTHORIZED PERSON MAY ENTER FACTORY.

17. The permanent Secretary-Treasurer of the Biscuit Makers' Union of Australia, Victorian Branch, shall have the right to enter and inspect, during working hours, any part of a biscuit factory or workshop in which any work is being carried on. The Secretary-Treasurer of the Biscuit Makers' Union shall have the right to interview employees in regard to conditions of employment.

## PERIODICAL ADJUSTMENT OF WAGES.

18. The wages rates for males set out in clause 2 are based upon the following basic wage, and, pursuant to the provisions of section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically adjusted as prescribed by clause 19.

*Basic Wage.*

Place.	Basic Wage. (Adjustable).	Index Number Set Assigned.
	£ s. d.	
Throughout the State .. .. .	9 19 0	Melbourne

## ADJUSTMENT OF BASIC WAGE.

19. (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, 1952, the amount 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 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  $\cdot 103$  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  $\cdot 5$  or more the basic wage shall be taken to the next higher shilling.

(d) The wages rates for adult females are based on a basic wage being 75 per cent. of the basic wage for adult males calculated to the nearest 6d., half or less than half of 6d. to be disregarded. Such wages rates for adult females shall be adjusted by increasing or decreasing such rates by the amount of the difference from time to time in the said basic wage for females.

(e) The wages of apprentices or improvers shall be the appropriate percentages as set out in clause 2, such wages shall be calculated to the nearest 6d., half or less than half of 6d. to be disregarded.

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

L. V. MARCHESI, Acting Secretary.

Melbourne, 27th November, 1951.

The first part of the document discusses the importance of maintaining accurate records. It emphasizes that proper record-keeping is essential for ensuring the integrity and reliability of the data collected. This section also outlines the various methods used to collect and analyze the data, highlighting the challenges faced during the process.

The second part of the document provides a detailed description of the experimental setup. It includes information about the equipment used, the procedures followed, and the conditions under which the data was collected. This section is crucial for understanding the context and limitations of the study.

The third part of the document presents the results of the study. It includes a series of tables and graphs that illustrate the findings. The data shows a clear trend, indicating that the variables being studied are significantly related. The statistical analysis confirms the significance of these findings, providing a strong basis for the conclusions drawn.

The final part of the document discusses the implications of the study. It highlights the potential applications of the findings and suggests areas for further research. The authors conclude that the study has provided valuable insights into the relationship between the variables being studied, and that these findings have important implications for the field.



# VICTORIA GOVERNMENT GAZETTE.

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No. 20]

FRIDAY, JANUARY 18.

[1952

Factories and Shops Acts.

## DETERMINATION OF THE MINERAL EARTHS BOARD.

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

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

- (i) in the process, trade, business, or occupation of manufacturing or preparing mineral earths by milling, grinding, or pulverizing rocks, earths, or clays other than mineral ores;
- (ii) in the process, trade, business, or occupation of pulverizing wood;
- (iii) in the process, trade, business, or occupation of manufacturing or preparing any insulating material fabricated from molten stone"

has made the following Determination, namely:—

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

### PART 1.

Persons OTHER THAN those employed in the process, trade, business, or occupation of manufacturing or preparing any insulating material fabricated from molten stone.

#### 2. WAGES PER WEEK OF 40 HOURS.

(a) IMPROVERS.				(b) OTHER EMPLOYEES.	
	Percentage of Basic Wage.	s.	d.		s. d.
Under 17 years of age	36	71	6	Ball mill attendant and/or employee milling silica	251 0
17 to 18 years of age	62	123	6	Other Mill attendants	239 0
18 to 19 years of age	81	161	0	Persons not otherwise provided for, including mill feeders, baggers, and crusher hands	232 0
19 to 21 years of age	96	191	0	Leading Hands—	
				Leading hands in charge of not fewer than three and not more than twelve employees, 12s. per week extra; more than twelve employees, 20s. per week extra.	
				Note.—The above rates include an amount of 3s. as a clothing allowance.	

*Proportions (in any place).*  
One improver to every six adult employees.

#### ADDITIONAL PAYMENT.

3. Employees working on milling of coloured pigments or handling diatomaceous or talite earths shall be paid an additional 3s. per day for each day, or part thereof, they are so employed.

#### PROHIBITION OF EMPLOYMENT.

4. The Board determines that no person shall be employed as an apprentice at any work covered by this Part.

#### HOURS OF EMPLOYMENT (EXCEPT IN THE CASE OF SHIFT WORK).

5. With the exceptions herein set out the ordinary hours of employment shall be 40 per week, to be worked in five days of not more than 8 hours and one day (Saturday) of not more than 4 hours, or five days of 8 hours each, continuously except for meal hour breaks at the discretion of the employer between 7 a.m. and 5.30 p.m. on Monday to Friday inclusive, and 7 a.m. to noon on Saturday.

#### OVERTIME.

6. (a) That all time worked outside ordinary hours except by shift workers shall be paid for at the rate of time and a half for the first three hours' work, and double time thereafter.
- (b) An employer may require any employee to work reasonable overtime at overtime rates and such employee shall work overtime in accordance with such requirement.

#### SHIFT WORK.

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

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

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

(d) Shift workers whilst on afternoon or night shifts shall be paid 10 per cent. more than the ordinary rates for such shifts.

(e) Subject to this sub-clause, shift workers for all time worked on a Sunday or holiday shall be paid at the rates prescribed by clause 8 of this Part. Where shifts commence between 11 p.m. and midnight on Sundays and/or holidays, the time so worked before midnight shall not entitle the employee to the Sunday or holiday rate: Provided that the time worked by an employee on a shift commencing before midnight on the day preceding a Sunday or holiday and extending into a Sunday or holiday shall be regarded as time worked on such Sunday or holiday.

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

(i) if employed on continuous work (as defined), be paid at the rate of double time: or

(ii) if employed on other shift work, at the rate of time and a half for the first four hours and double time thereafter except in each case when the time is worked—

(iii) by arrangement between the employees themselves:

(iv) for the purpose of effecting the customary rotation of shifts: or

(v) is due to the fact that the relief man does not come on duty at the proper time.

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

"Continuous work" shall mean work carried on by shifts of at least 12 hours for not less than five consecutive days.

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

(h) A shift worker who, during a period of engagement on shift, works only on night shift and without some regular rotation with some other shift or with day work, shall be paid at the rate of time and a quarter for all time worked during ordinary working hours.

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

#### HOLIDAYS.

8. (a) All 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 Saturday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day, and Boxing Day.

(b) If any of the above holidays occurs on a Sunday or Saturday and is not observed on any other day, then employees shall not be paid for such Sunday, and shall be paid for such Saturday as for a half day only when the working week consists of five and a half days.

(c) All 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.

(d) 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.

(e) Any employee who is employed on a Sunday or any holiday provided for herein shall be paid for that day at the rate of double time.

#### CASUAL EMPLOYEES.

9. Casual employees, namely persons engaged and paid as such, shall receive the appropriate wages rate together with the addition of ten per cent.

#### ANNUAL HOLIDAY.

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

#### SICK LEAVE.

11. (a) Any employee who, having had at least three months' service with the same employer, is absent from duty as a result of personal ill health or accident, shall be entitled to sick pay as follows:—

(i) During the first year— $3\frac{1}{2}$  hours' ordinary pay for each complete month of service;

(ii) During any subsequent year of service—40 hours' ordinary pay.

Provided that in either case such employee produces or forwards within 48 hours of the commencement of such absence evidence satisfactory to the employer that his or her non-attendance was due to personal ill health or accident necessitating such absence.

(b) If the full period of sick leave as prescribed above is not taken in any year such portion as is not taken shall, provided an employee remains in the service of the one employer or any successor of such employer, be cumulative from year to year. For the purposes of this sub-clause service prior to the 1st December, 1948, shall be disregarded provided that any accumulated sick leave, not exceeding 120 hours of working time, standing to the credit of the employee on the 1st December, 1951, shall not be reduced by virtue of the provisions of this sub-clause.

No employer shall terminate the services of an employee during the currency of any period of sick leave with the object of avoiding his obligations under this sub-clause.

#### CONTRACT OF EMPLOYMENT.

12. (a) All employees (other than casuals) will, ready and available for work shall be paid the full weekly wage. Any employee not specifically engaged as a casual employee shall be deemed to be employed by the week.

(b) Employment shall be terminated by two working days' notice on either side given at any time during the week, or by the payment or forfeiture of two days' wages as the case may be.

(c) The provisions of sub-clauses (a) and (b) hereof 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 the wages shall be paid up to the time of dismissal only, or to deduct payment for any day the employee cannot be usefully employed because of any strike, or through any breakdown in machinery or any stoppage of work by any cause for which the employer cannot reasonably be held responsible.

#### MEAL ALLOWANCE.

13. An employee required to work overtime for more than two hours without being notified on the previous day or earlier that he will be so required to work shall either be supplied with a meal by the employer or paid 2s. 6d. for each meal necessary.

#### PAYMENT OF WAGES.

14. Wages shall be paid not later than Thursday in each week in the employer's time.

**RESPIRATORS.**

15. When engaged at rock-crushing mills or any place where the inhalation of dust or other matter is likely to occur employees shall be provided, free of charge, with suitable and efficient respirators.

**SHOWERS.**

16. The employer shall provide hot and cold shower baths for the employees' use, together with one 8oz. cake of soap, or the equivalent, to each employee every fortnight.

**WASHING TIME.**

17. Persons employed on milling of coloured pigments shall be allowed ten minutes, and other employees five minutes, at the end of each day or shift, as washing time.

**DINING ROOM, CHANGE ROOM AND LOCKERS.**

18. The employer shall provide for the use of employees a dining room, changing room, and suitable lockers or hanging facilities which afford reasonable protection for each employee's clothes.

**RIGHT OF ENTRY OF UNION OFFICIAL.**

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

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

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

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

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

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

(Name of organization.)

This is to certify that  
organization.

is a duly accredited representative of the abovenamed

General Secretary.

Seal.

Date—

Specimen signature of holder.

Strictly not transferable.

**PART 2.**

Persons employed in the process, trade, business, or occupation of manufacturing or preparing any insulating material fabricated from molten stone.

20.

\* WAGES PER WEEK OF 40 HOURS.

(a) Improvers.				(b) Other Employees.			
Males.		Percentage of Basic Wage.	s. d.	Males.		s. d.	
Under 17 years of age	.. ..	36	71 6	Leading charging hand	.. ..	244	0
17 to 18 years of age	.. ..	62	123 6	Assistant charging hand	.. ..	228	0
18 to 19 years of age	.. ..	81	161 0	Notcher	.. ..	244	0
19 to 21 years of age	.. ..	96	191 0	Oven hands	.. ..	236	0
				Process worker (including taker off conveyor or granulator attendant)	.. ..	224	0
Females.		Percentage of Female Basic Wage.	s. d.	Leading Hands—			
Under 16 years of age	.. ..	38	56 6	Leading hands in charge of not fewer than three and not more than twelve employees, 12s. per week extra; more than twelve employees, 20s. per week extra.			
16 to 17 years of age	.. ..	51	76 0	NOTE.—The above rates include an allowance of 7½ per cent. for all shifts.			
17 to 18 years of age	.. ..	54	80 6				
18 to 19 years of age	.. ..	64	95 6				
19 to 20 years of age	.. ..	73	109 0				
20 to 21 years of age	.. ..	83	123 6				
PROPORTION (IN ANY PLACE).				Females.			
Males.				s. d.			
One male improver to every six adult employees.				Adult females			
Females.				.. ..			
One female improver to every four or fraction of four female workers receiving not less than the adult female rate.				.. 158 6			

\* These wages are loaded to compensate for industry disabilities.

## PROHIBITION OF EMPLOYMENT.

21. The Board determines that no person shall be employed as an apprentice at any work covered by this Part.

## HOURS OF EMPLOYMENT (EXCEPT IN THE CASE OF SHIFT WORK).

22. With the exceptions herein set out the ordinary hours of employment shall be 40 per week, to be worked in five days of not more than 8 hours and one day (Saturday) of not more than 4 hours, or five days of 8 hours each, continuously except for meal hour breaks at the discretion of the employer between 7 a.m. and 5.30 p.m. on Monday to Friday inclusive, and 7 a.m. to noon on Saturday.

## OVERTIME.

23. (a) That all time worked outside ordinary hours except by shift workers shall be paid for at the rate of time and a half for the first three hours' work, and double time thereafter.

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

## SHIFT WORK.

24. (a) The ordinary hours of shift workers shall not exceed—

(i) 40 in any week, to be worked in five shifts of 8 hours, on Monday to Friday inclusive, or five shifts of not more than eight hours and one shift (Saturday) of not more than four hours; or

(ii) 80 in fourteen consecutive days, in which case an employee shall not, without payment for overtime, be required to work more than eight consecutive hours on any shift or more than six shifts in any week;

(iii) 120 in 21 consecutive days, in which case an employee shall not, without payment of overtime, be required to work more than eight consecutive hours on any shift or more than six shifts in any week.

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

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

(d) Subject to this sub-clause, shift workers for all time worked on a Sunday or holiday shall be paid at the rates prescribed by clause 25 of this Part. Where shifts commence between 11 p.m. and midnight on Sundays and/or holidays, the time so worked before midnight shall not entitle the employee to the Sunday or holiday rate: Provided that the time worked by an employee on a shift commencing before midnight on the day preceding a Sunday or holiday and extending into a Sunday or holiday shall be regarded as time worked on such Sunday or holiday.

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

(i) if employed on continuous work, be paid at the rate of double time; or

(ii) if employed on other shift work, at the rate of time and a half for the first four hours and double time thereafter; except in each case when the time is worked—

(iii) by arrangement between the employees themselves;

(iv) for the purpose of effecting the customary rotation of shifts; or

(v) is due to the fact that the relief man does not come on duty at the proper time.

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

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

(g) A shift worker who, during a period of engagement on shift, works only on night shift and without some regular rotation with some other shift or with day work, shall be paid at the rate of time and a quarter for all time worked during ordinary working hours.

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

## HOLIDAYS.

25. (a) All 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 Saturday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day, and Boxing Day.

(b) If any of the above holidays occurs on a Sunday or Saturday and is not observed on any other day, then employees shall not be paid for such Sunday, and shall be paid for such Saturday as for a half day only when the working week consists of five and a half days.

(c) All 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.

(d) 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.

(e) Any employee who is employed on a Sunday or any holiday provided for herein shall be paid for that day at the rate of double time.

## CASUAL EMPLOYERS.

26. Casual employees, namely persons engaged and paid as such, shall receive the appropriate wages rate together with the addition of ten per cent.

## ANNUAL HOLIDAYS.

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

## SICK LEAVE.

28. (a) Any employee who, having had at least three months' service with the same employer, is absent from duty as a result of personal ill health or accident, shall be entitled to sick pay as follows:—

(i) During the first year—3½ hours' ordinary pay for each complete month of service;

(ii) During any subsequent year of service—40 hours' ordinary pay.

Provided that in either case such employee produces or forwards within 48 hours of the commencement of such absence evidence satisfactory to the employer that his or her non-attendance was due to personal ill health or accident necessitating such absence.

(b) If the full period of sick leave as prescribed above is not taken in any year such portion as is not taken shall, provided an employee remains in the service of the one employer or any successor of such employer, be cumulative from year to year. For the purposes of this sub-clause service prior to the 1st December, 1948, shall be disregarded provided that any accumulated sick leave, not exceeding 120 hours of working time, standing to the credit of the employee on the 1st December, 1951, shall not be reduced by virtue of the provisions of this sub-clause.

No employer shall terminate the services of an employee during the currency of any period of sick leave with the object of avoiding his obligations under this sub-clause.

**CONTRACT OF EMPLOYMENT.**

29. (a) All employees (other than casuals) willing, ready and available for work shall be paid the full weekly wage. Any employee not specifically engaged as a casual employee shall be deemed to be employed by the week.

(b) Employment shall be terminated by two working days' notice on either side given at any time during the week, or by the payment or forfeiture of two days' wages as the case may be.

(c) The provisions of sub-clauses (a) and (b) hereof 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 the wages shall be paid up to the time of dismissal only, or to deduct payment for any day the employee cannot be usefully employed because of any strike, or through any breakdown in machinery or any stoppage of work by any cause for which the employer cannot reasonably be held responsible.

**MEAL ALLOWANCE.**

30. An employee required to work overtime for more than two hours without being notified on the previous day or earlier that he will be so required to work shall either be supplied with a meal by the employer or paid 2s. 6d. for each meal necessary.

**PAYMENT OF WAGES.**

31. Wages shall be paid not later than Thursday in each week in the employer's time.

**RESPIRATORS.**

32. When engaged at rock-crushing mills or any place where the inhalation of dust or other matter is likely to occur employees shall be provided, free of charge, with suitable and efficient respirators.

**SHOWERS.**

33. The employer shall provide hot and cold shower baths for the employees' use, together with one 8-oz. cake of soap or the equivalent, to each employee every fortnight.

**WASHING TIME.**

34. Employees shall be allowed five minutes, at the end of each day or shift, as washing time.

**DINING ROOM, CHANGE ROOM AND LOCKERS.**

35. The employer shall provide for the use of employees a dining room, changing room, and suitable lockers or hanging facilities which afford reasonable protection for each employee's clothes.

**RIGHT OF ENTRY OF UNION OFFICIAL.**

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

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

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

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

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

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

This is to certify that \_\_\_\_\_ (Name of organization.) is a duly accredited representative of the abovenamed organization.

Seal.  
Specimen signature of holder.

Date— \_\_\_\_\_ General Secretary.

Strictly not transferable.

**PART 3.**

**Wage adjustment provisions applicable to Part 1 and Part 2.**

**PERIODICAL ADJUSTMENT OF WAGES.**

37. The adult male rates set out in clause 2 of Part 1 and clause 20 of Part 2 are based upon the following basic wage and, pursuant to the provisions of Section 21 of the *Factories and Sheds Act 1934*, the Board hereby determines that such rates shall be automatically adjusted as prescribed by clause 38.

*Basic Wage.*

Place.	Basic Wage (Adjustable).	Index Number Set Assigned.
Throughout the State .. .. .	£ s. d. 9 19 0	Melbourne

## ADJUSTMENT OF BASIC WAGE.

38. (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, 1952, the amount of the basic wage shall be as prescribed in clause 37.

(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  $\cdot 103$  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  $\cdot 5$  or more the basic wage shall be taken to the next higher shilling.

(d) The wages rates for adult females are based on a basic wage being 75 per cent. of the basic wage for adult males calculated to the nearest 6d., half or less than half of 6d. to be disregarded. The wages rates for adult females shall be adjusted by increasing or decreasing such rates by the amount of the difference from time to time in the said basic wage for females.

(e) The wages of improvers shall be the appropriate percentages as set out in clauses 2 and 20. Such wages shall be calculated to the nearest 6d., half or less than half of 6d. to be disregarded.

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

L. V. MARCHESI, Acting Secretary.

Melbourne, 21st November, 1951.





# VICTORIA GOVERNMENT GAZETTE.

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FRIDAY, JANUARY 18.

[1952

Factories and Shops Acts.

## DETERMINATION OF THE CHAFF-CUTTERS BOARD.

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

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which since 18th July, 1938, has had the power to determine the lowest prices or rates which may be paid to any person or persons or classes of persons—

- employed in the process, trade, or business of chaff-cutting, corn-crushing, or compressing fodder; or in the trade of corn cleaning or corn grading;
- employed in carting or driving or assisting in carting or driving in connexion with the trade or business of chaff-cutting, corn-crushing, or compressing fodder;
- employed in the process, trade, or business of threshing when such process, trade, or business is carried on in a stationary mill,

has made the following Determination, namely:—

1. That on the 14th December, 1951, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

Apprentices or Improvers.				Other Employees.			
Wages per week of 40 hours.				Wages per week of 40 hours.			
<i>Apprentices.</i>				CHAFF-CUTTING, CORN-CRUSHING, COMPRESSING FODDER, OR THRESHING.			
		Percentage of Basic Wage.	s. d.				s. d.
1st year .. .. .		59	117 6	Foreman (i.e., the man who gives instructions to, and is responsible for the work done by, 4 or more employees)	226	0	
2nd .. .. .		64	127 6	Drivers of Motor trucks—			
3rd .. .. .		76	151 0	(a) having a carrying capacity of 25 cwt. or less ..	221	6	
4th .. .. .		84	167 0	(b) having a carrying capacity over 25 cwt. but not over 3 tons ..	227	6	
5th .. .. .		96	191 0	(c) over 3 tons but under 6 tons ..	230	0	
<i>Improvers.</i>				Further tonnage—for each complete ton over 5, an extra 1/- per week.			
Under 17 years of age .. .. .		59	117 6	Carter driving one horse .. .. .	218	0	
17 years of age .. .. .		64	127 6	" " two horses .. .. .	224	0	
18 .. .. .		76	151 0	" " three horses .. .. .	226	6	
19 .. .. .		84	167 0	And 2s. 6d. extra per week for every additional horse.			
and thereafter the rate for "Other Employees".				Chaff-cutter feeders—			
PROPORTION (IN ANY PLACE).				(a) in stationary mills .. .. .			
<i>Apprentices.</i>				(b) on travelling plants .. .. .			
One apprentice to every three or fraction of three workers receiving not less than 21s. per week of 40 hours.				Stablemen .. .. .			
An indenture of apprenticeship, prescribed by the Board, was approved on 6th June, 1923.				All others—			
<i>Improvers.</i>				(a) in stationary mills .. .. .			
One improver to the first three or fraction of three workers, and thereafter one improver to every three workers receiving not less than 22s. per week of 40 hours.				(b) on travelling plants .. .. .			
				CORN-CLEANING OR CORN-GRADING.			
				Foreman (i.e., the man who gives instructions to, and is responsible for the work done by, 4 or more employees)			
				226 0			
				All others .. .. .			
				221 0			

### ALLOWANCES.

3. To the amounts otherwise prescribed in this Determination shall be added the following:—

- Driver of a motor vehicle fitted and operated with a charcoal gas producer unit—for each day or portion thereof upon which he is called upon to drive such vehicle .. .. . 1s. per day
- Such driver for each day or portion thereof upon which he is called upon to clean the hopper and/or final filter of such unit .. .. . An extra 1s.
- Driver of a motor vehicle to which a trailer is attached—for each day or portion thereof upon which he is called upon to drive such vehicle .. .. . 1s. per day
- An allowance equivalent to double time or double rates, as the case may be, shall be paid to any employee whilst he is handling West Australian hay infested with mites (*Pediculoides ventricosus*).

## 4. TIME OF BEGINNING AND ENDING WORK.

	Time of Beginning.	Time of Ending.		
		Five Days in the Week.		The Day the Half-holiday is Usually Observed.
		Within the Metropolitan District.	Outside the Metropolitan District.	
Employees on a travelling chaffcutter or a travelling straw or fodder press .. .. .	7.30 a.m.	5.30 p.m.	5.30 p.m.	12 noon
Carters .. .. .	7.45 a.m.	5.30 p.m.	5.30 p.m.	12 noon
All other employees .. .. .	7.45 a.m.	5.30 p.m.	5.30 p.m.	12 noon

## STANDING OFF TIME.

5. Any employee who on any day between the times of beginning and ending work as set out in this Determination, works beyond the ordinary daily hours usually worked in his employer's establishment shall not, in order that his weekly hours may be adjusted so as not to exceed 40, be stood off for any time by his employer on any day other than the day usually observed as the half holiday.

## OVERTIME.

6. The following rates shall be paid for overtime—

Outside the time of beginning and ending work—	
Between 12 noon and midnight on the day on which the half holiday is usually observed	Double time.
Between 5.30 p.m. and midnight on the other working days	Time and a half.
Between midnight and the time of beginning work as prescribed in clause 4.	Double time.
Within the time of beginning and ending work in excess of the hours fixed as a week's work	Time and a half for the first four hours and thereafter double time.

## SPECIAL RATES.

7. (a) Double time shall be the rate for all work done on Sundays.

(b) Double time shall be the rate for all work done on New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, King's Birthday, Christmas Day, Boxing Day, Melbourne Cup Day (only within the Metropolitan District as defined in the Factories and Shops Act and Orders in Council thereunder, and the Shires of Keilor, Kyneton, Melton, Corio and Werribee), Ballarat Cup Day (within the Shires of Ballarat, Creswick, Bungaree and Lexton), Werribee Cup Day (within the Shires of Corio and Werribee), and Easter Tuesday (within the Borough of Maryborough). If any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays, the special rate shall only be payable for work done on the day so substituted.

## PAYMENT FOR HOLIDAYS.

8. All employees shall be entitled to the following holidays without any deduction in pay:—New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, King's Birthday, 9th May, 1951, 13th November, 1951, Christmas Day, Boxing Day, Fuel and Fodder Picnic Day (only those employed within the Metropolitan District as defined in the Factories and Shops Act and Orders in Council thereunder, and the Shires of Bulla, Keilor, Kyneton and Melton), Melbourne Cup Day (also only within the areas specified for Fuel and Fodder Picnic Day and the Shires of Corio and Werribee), Ballarat Cup Day (within the Shires of Ballarat, Creswick, Bungaree and Lexton), Werribee Cup Day (within the Shires of Corio and Werribee), and Easter Tuesday (within the Borough of Maryborough) which shall be observed as a holiday in lieu of Melbourne Cup Day.

## TIME WAGES.

9. Any person employed on time wages for less than the number of hours fixed for an ordinary week's work shall for each hour worked up to thirty hours, be paid at the ordinary wages rate with an addition of thirty-three and a third per centum, and for each hour worked beyond the aforesaid thirty hours shall be paid the ordinary wages rate up to but not exceeding ordinary wages rates for an ordinary week's work.

## TERMINATION OF EMPLOYMENT.

10. One week's notice of termination of employment shall be given by either employer or employee, or in lieu of such notice, one week's wages shall be paid or forfeited, as the case may be. The provisions of this clause shall not apply in any instance where an employee is dismissed for misconduct.

## SICK LEAVE.

11. (a) Any employee who, having had least three months' service with the same employer, is absent from duty as a result of personal ill health or accident shall be entitled to sick pay as follows:—

- (i) During the first year—3½ hours' ordinary pay for each complete month of service;
- (ii) During any subsequent year of service—40 hours' ordinary pay.

Provided that in either case such employee produces or forwards within 48 hours of the commencement of such absence evidence satisfactory to the employer that his or her non-attendance was due to personal ill health or accident necessitating such absence.

(b) If the full period of sick leave as prescribed above is not taken in any year such portion as is not taken shall provided an employee remains in the service of the one employer or any successor of such employer, be cumulative from year to year. For the purposes of this sub-clause service prior to the 1st December, 1949, shall be disregarded provided that any accumulated sick leave, not exceeding 80 hours of working time, standing to the credit of the employee on the 1st December, 1951, shall not be reduced by virtue of the provisions of this sub-clause.

No employer shall terminate the services of an employee during the currency of any period of sick leave with the object of avoiding his obligations under this sub-clause.

## ANNUAL HOLIDAY.

12. The annual holiday shall be as prescribed by the provisions of the *Factories and Shops (Annual Holidays) Act 1946*, and any amendments which may be made thereto from time to time.

## MEAL ALLOWANCE.

13. Any employee required to work for more than one hour after the usual finishing time shall be paid 3s. meal money.

FIRST AID OUTFIT.

14. Each employer shall provide a properly equipped first aid chest. Such chest shall comply, as to its contents, with the requirements of the Factories and Shops Acts.

DINING ACCOMMODATION.

15. Suitable dining accommodation, which shall be kept clean, shall be provided at stationary mills for employees to have their meals.

BOILING WATER.

16. The employer shall provide boiling water for the use of employees.

WASHING FACILITIES.

17. Suitable washing facilities shall be provided for the use of employees.

PAYMENT OF WAGES.

18. Wages shall be paid not later than Thursday in each week.

PIECE-WORK.

19. The lowest piece-work prices payable to any person employed on a travelling plant shall be—

(a)	Where three persons (including feeder, band cutter, pitcher, or baggers) are employed.	Where four persons (including feeder, band cutter, pitcher, or baggers) are employed.	Where five or six persons (including feeder, band cutter, pitcher, or baggers) are employed.	Where more than six persons (includ- ing feeder, band cutter, pitcher, or baggers) are employed.	Where more than four persons (including feeder, band cutter, pitcher, or baggers) are employed.
	PER TON. s. d.	PER TON. s. d.	PER TON. s. d.	PER TON. s. d.	PER TON. s. d.
Hay chaff-cutting, on machines with mouthpieces over 11 inches ..	5 4½	4 9	4 2½	4 0	..
Straw chaff-cutting, on machines with mouthpieces over 11 inches ..	6 5½	5 6½	5 1½	4 6½	..
Hay chaff-cutting, on machines with mouthpieces 11 inches or under ..	5 9	5 1½	..	..	5 1½
Straw chaff-cutting, on machines with mouthpieces 11 inches or under ..	6 5½	5 6½	..	..	5 1½

(b) Baling sheaf hay, meadow hay and lucerne hay by any power-driven press .. .. . s. d.  
 Baling straw by any power-driven press { (i) Where up to and including four persons are employed .. 4 9 per ton.  
 (ii) Where more than four persons are employed .. 4 3½ per ton.

PERIODICAL ADJUSTMENT OF WAGES.

20. The wages rates set out in Clause 2 are based upon the following basic wage, and, pursuant to the provisions of Section 21 of the Factories and Shops Act 1934, the Board hereby determines that such rates shall be automatically adjusted as prescribed by clause 21. Provided that the piecework prices shall be increased or decreased by an amount of ¼d. per ton for every increase or decrease respectively of 1s. in the basic wage.

BASIC WAGE.

Place.	Basic Wage (Adjustable).	Index Number Set Assigned.
	£ s. d.	
Throughout the State .. .. .	9 19 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

21. (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, 1952, the amount of the Basic Wage shall be as prescribed in clause 20.

(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 .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.

(d) The Wages of Apprentices or Improvers shall be the appropriate percentages as set out in Clause 2, such wages shall be calculated to the nearest 6d., half or less than half of 6d. to be disregarded.

P. A. RANGLES, J.P., Chairman.  
 L. V. MARCHESI, Acting, Secretary.

Melbourne, 3rd December, 1951.





# VICTORIA GOVERNMENT GAZETTE.

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FRIDAY, JANUARY 18.

[1952

Factories and Shops Acts.

## DETERMINATION OF THE JAM 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 appointed to determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the process, trade, or business of—

Manufacturing jam, fruit jelly, pickles and sauces, or

(a) preparing, canning, or preserving lemon or other peel, fruit, or vegetables;

(b) preparing or putting up any of such articles for sale;

has made the following Determination, namely:—

1. That as from the 12th November, 1951, the last previous Determination of this Board shall be revoked and replaced by this Determination.

### ADULT EMPLOYEES.

2. (a) Males—Weekly Hands.

	Wages Per Week.
	£ s. d.
GENERAL PRODUCTION SECTION.	
Foreman (first jam maker) .. .. .	12 14 0
Assistant jam maker (as defined) and/or assistant pickle maker .. .. .	12 2 0
Foreman sauce, chutney, pickles or condiment maker (as defined) .. .. .	12 4 0
Fruit preserver (as defined) .. .. .	12 4 0
Assistant fruit preserver .. .. .	11 14 0
Fruit crystalizer .. .. .	11 19 0
Candy peel-maker in charge .. .. .	11 19 0
Operator of peach-pitting, pear-preparing machine (as defined) and/or apricot-slitting machine .. .. .	11 11 0
Leading hand, bottle department .. .. .	11 14 0
Leading hand, pulp department .. .. .	11 14 0
Employee engaged cooking and/or sterilizing corn, vegetable packs, soup, sauce, or other kinds of fruit or vegetables .. .. .	11 14 0
Operator of apple-peeling machine .. .. .	11 11 0
Operator of labelling machine labelling canned goods .. .. .	11 11 0
Operator of fruit or vegetable lye machine .. .. .	11 11 0
Syrup maker, i.e., a person who actually boils the syrup .. .. .	11 11 0
Operator of sauce-labelling machine .. .. .	11 11 0
Employees engaged in inspecting fruit for acceptance or rejection .. .. .	11 10 0
Employee in fruit crystallizing department, (other than fruit crystalizer) .. .. .	11 10 0
Employed engaged peeling melons .. .. .	11 9 0
Employees operating can-closing machine .. .. .	11 11 0
Employee engaged feeding into and/or taking from laquer machine .. .. .	11 7 0
Employee feeding into and/or taking from bottle-washing machine .. .. .	11 11 0
Employee engaged in bottle-washing department .. .. .	11 7 0
Retort hand .. .. .	11 7 0
Employee engaged in juice-making room or department (where juice is extracted for use in jams and jellies) .. .. .	11 7 0
Man in charge of and operating retorts .. .. .	11 14 0
Employee operating jam-filling machine .. .. .	11 11 0
Employee operating sauce-filling machine .. .. .	11 11 0
Employee operating bottle-capping or bottle-closing machine .. .. .	11 11 0
An employee not elsewhere classified, directly engaged on the line of production (as defined) who feeds by hand a machine or machines on such line .. .. .	11 7 0
An employee not elsewhere classified, who is directly employed on the line of production (as defined) .. .. .	11 4 0
Employees engaged filling, stirring, weighing, loading in or taking off in the jam and pulp-making sections or doing work of a similar nature in other sections of the factory .. .. .	11 7 0

ADULT EMPLOYEES.  
(a) Males—Weekly Hands—continued.

		Wages Per Week.
		£ s. d.
<b>DEHYDRATION, EVAPORATION AND/OR DRIED FRUIT SECTION</b>		
Leading hand .. .. .	.. .. .	12 2 0
Man in charge of prunes or tree fruits .. .. .	.. .. .	11 17 0
Man in charge of dehydrator .. .. .	.. .. .	11 15 0
Man in charge of steam retorts on drying ovens .. .. .	.. .. .	11 14 0
Man working in or in connexion with drier, kiln or sulphur box .. .. .	.. .. .	11 11 0
All others working in dehydration tunnel .. .. .	.. .. .	11 11 0
Operator of blancher which included spray washing .. .. .	.. .. .	11 9 0
Unloader of trays from blancher .. .. .	.. .. .	11 4 0
General hands .. .. .	.. .. .	11 2 0
<b>STORING SECTION.</b>		
Foreman packer in charge of despatch and packing department .. .. .	.. .. .	12 9 0
Foreman packer's assistant .. .. .	.. .. .	11 17 0
Storeman and packer (as defined) .. .. .	.. .. .	11 11 0
<b>MISCELLANEOUS SECTION.</b>		
Man working in connexion with freezing chambers .. .. .	.. .. .	12 1 0
Man working in connexion with cooling chambers .. .. .	.. .. .	11 11 0
Tapper .. .. .	.. .. .	11 11 0
Driver of power-driven factory truck .. .. .	.. .. .	11 10 0
General hands, i.e., persons not otherwise classified .. .. .	.. .. .	11 2 0
Leading hand, 10s. per week additional to the class of employee over whom he exercises control		

Provided that—

- (i) if at any time any adult male employee is employed for any period of not more than two weeks, he shall be entitled to 1s. for each working day of such period in addition to the minimum rate prescribed by this clause;
- (ii) if at any time any adult male employee is employed for any period of more than two weeks, but not more than four weeks, he shall be entitled to 6d. for each working day of such period in addition to the minimum rate prescribed by this clause;
- (iii) an employee required to lift, carry or stack by hand, crates, cases, tubs, or other containers of goods or commodities of any description weighing over 90 lb. each, for continuous periods exceeding half an hour, shall in respect thereof be paid an amount of 3d. per hour or part of an hour (not being less than half an hour) in addition to his appropriate rate of pay as above prescribed.

(b) Notwithstanding anything hereinbefore continued, an adult male employee who is at any one time employed for less than three consecutive days shall be paid at an hourly rate which shall be calculated by dividing the weekly rate for the work upon which he is employed by 40 and by increasing the quotient by 50 per cent: Provided nevertheless that such an employee shall be paid as for not less than four hours in respect of each engagement; and an adult male employee who is employed at any one time for more than two consecutive days shall, notwithstanding the provision of clause 6 of this Determination, thereafter be deemed to be a weekly employee for the purposes of this Determination.

(c) Females—Weekly Hands.

		Wages Per Week.
		£ s. d.
Head forewoman .. .. .	.. .. .	9 13 9
Forewoman's assistant .. .. .	.. .. .	9 3 9
Head woman supervisor .. .. .	.. .. .	9 0 9
Supervisor (as defined) .. .. .	.. .. .	8 18 9
Operator of peach-pitting machine, pear-preparing machine or apricot-slicing machine .. .. .	.. .. .	8 18 9
Employees engaged in—		
(i) clipping piecework tickets .. .. .	.. .. .	
(ii) cutting or pulping lemons, pineapples, oranges or grape-fruit by hand or working on gouging or reaming machines .. .. .	.. .. .	
(iii) lifting jam, fruit, sauce, sugar, vegetable or wet condiments weighing over 20 lb. .. .. .	.. .. .	
(iv) operating can-closing machine .. .. .	.. .. .	
(v) packing clear mixed pickles into glass containers .. .. .	.. .. .	
(vi) purging out or filling jam by hand .. .. .	.. .. .	
(vii) pouring out pulp by hand .. .. .	.. .. .	
(viii) stirring jam, sauce, or pulp .. .. .	.. .. .	
(ix) washing bags .. .. .	.. .. .	
(x) working at a fruit press .. .. .	.. .. .	
(xi) feeding into and/or taking from lacquer machine .. .. .	.. .. .	
(xii) feeding into and/or taking from bottle-washing machine .. .. .	.. .. .	
(xiii) bottle-washing department .. .. .	.. .. .	
(xiv) pouring out soups, chutneys, pickles or other preparations .. .. .	.. .. .	
(xv) operator jam filling machine .. .. .	.. .. .	
(xvi) Operator sauce, soup, pickle, spaghetti, bean or pea-filling machine and/or any machine of a like nature .. .. .	.. .. .	
(xvii) operator bottle-capping or bottle-closing machine .. .. .	.. .. .	
(xviii) operator sauce-labelling machine .. .. .	.. .. .	
(xix) feeding peach-slicing machine .. .. .	.. .. .	
(xx) operator of apple-peeling machine .. .. .	.. .. .	
All other adult females, i.e., females 18 years of age or over .. .. .	.. .. .	8 6 9

Provided that—

- (i) if at any time any adult female employee is employed for any period of not more than two weeks, she shall be entitled to 9d. for each working day of such period in addition to the minimum rate above prescribed;
- (ii) if at any time any adult female employee is employed for any period of more than two weeks but not more than four weeks, she shall be entitled to 4d. for each working day of such period, in addition to the minimum rate above prescribed.
- (iii) No female 18 years of age and over shall be permitted or required to lift or carry by hand a greater weight than 35 lbs.

3. JUNIOR EMPLOYEES.

	Percentage of Male Basic Wage.	Wages Per Week.
(i) Males—		£ s. d.
Under 17 years of age .. .. .	45	4 11 0
17 years of age and under 18 years of age .. .. .	56	5 13 0
18 years of age and under 19 years of age .. .. .	67	6 15 6
19 years of age and under 20 years of age .. .. .	79	7 19 6
20 years of age and under 21 years of age .. .. .	95	9 12 0
Provided that any junior male employee employed operating a peach-pitting machine a pear-preparing machine or an apricot-slitting machine shall be paid 12s. per week in addition to the above rates.		
(ii) Females—	Percentage of Female Basic Wage.	
Under 18 years of age .. .. .	83	6 5 6
Provided that any junior female employee employed operating a peach-pitting machine a pear-preparing machine or an apricot-slitting machine shall be paid 12s. per week in addition to the above rate.		

The above rates to be calculated to the nearest 6d. any fractions of 6d. in the result not exceeding 3d. to be disregarded

PROHIBITION OF EMPLOYMENT.

4. The Board determines that no person shall be employed as an apprentice.

DEFINITIONS.

- 5. For the purposes of this Determination, unless a contrary intention is by the context made apparent—
  - “Adult female employee” means a female employee of the age of 18 years or more.
  - “Assistant jam maker” means an employee who makes jam and determines the point at which to take off notwithstanding laboratory control.
  - “Foreman sauce, chutney, pickles or condiment maker” means an employee who is competent to mix ingredients and make sauce, chutney, pickles or condiments and who being so competent is actually in charge of the making thereof.
  - “Fruit or vegetable preserver” means an employee actually in charge of the work of fruit or vegetable preserving.
  - “Leading hand” means an adult male employee appointed as such by the employer and who, while working under the supervision of a foreman, gives instructions and/or is responsible for work done by other employees; provided that this definition shall not include any employee specified in the list of classifications in clause 2.
  - “Line of Production” shall be deemed to mean that portion of the process where materials and/or containers move by mechanical means at a pre-determined speed for the purpose of producing a partly or fully processed article ready for storage; but shall not include the work of taking supplies to the machines.
  - “Man in charge of retorts” means an employee in charge of more than one retort and who is responsible for the functioning and effective working of such retorts.
  - “Operator of peach-pitting or pear-preparing machine” means an employee who performs the work of actually feeding peaches or pears by hand into such a machine.
  - “Permanent employee” means an adult employee whose engagement continues from before until after the season.
  - “Season” means the period from the 1st December in one year until the 30th April in the following year.
  - “Storeman and packer” means either—
    - (a) An employee who packs in sawdust or any other packing material for despatch or who checks goods at the time of their despatch; or
    - (b) a male employee in charge of a label room; or
    - (c) an employee who is employed at receiving and stacking boxes or stillages of tin-plate on arrival at a factory; or
    - (d) an employee who is employed at re-stacking boxes or stillages of tin-plate in a factory; or
    - (e) an employee who is employed at nailing or wiring machines or nailing or wiring by hand.
  - “Supervisor” means a female employee, not being a forewoman nor an assistant forewoman, who walks up and down between the rows controlling the cutting or canning of fruit, or who, under instruction, exercises control or supervision over any work performed by female employees.
  - “Union” means the Food Preservers’ Union of Australia.

TERMS OF EMPLOYMENT.

- 6. (a) The contract of hiring of all employees shall, in the absence of an express contract to the contrary, be by the week.
- (b) Employment of all employees whose contract of hiring is by the week shall be terminable only by a week’s notice on either side. Provided that such notice may be given at any time. And provided also that during the season two days’ notice (or payment of two days’ pay in lieu thereof), which may be given at any time, shall be a sufficient notice of the termination of a contract of hiring by the week. And provided further that nothing hereinbefore contained shall disentitle an employer from dismissing any employee summarily and without notice where the employee has been found by the employer or his agent to be malingering, inefficient to do the work for which he has been engaged, neglectful of his duty, or to have misconducted or to be misconducting himself, and in such a case wages shall be payable up to the time of dismissal only. And provided further that the employer shall be entitled to deduct payment for any day upon which, because of a strike or of any breakdown of machinery or stoppage of work for any reason for which the employer cannot be held responsible, the employee cannot be usefully employed.

PROHIBITION OF CONTRACT WORK.

7. An employee shall not perform work (except as herein provided) by contracting, sub-contracting, sub-letting, or other similar systems.

## MIXED FUNCTIONS.

8. Where an employee is put to work at a classification higher in respect of remuneration than that under which such employee was engaged or was deemed to have been working such employee shall be paid for the whole of the time during which such employee is employed at such work at the rate of remuneration prescribed for such higher classification: Provided that such employee shall be paid at the rate prescribed for such higher classification for the whole of the day if such work is performed continuously for over half of the day and for the whole of the week if such work is performed continuously for over half of the week.

## PROPORTION OF JUVENILES.

9. (a) The proportion of male employees under the age of 21 years shall not exceed one to three adult male employees receiving the minimum wage.

(b) The proportion of female employees under the age of 18 years shall not exceed one to three female employees 18 years of age and over receiving the minimum wage.

## HOURS.

10. (a) 40 hours shall constitute a week's work.

(b) A week's work shall be performed in five days.

(c) The 40 hours shall be worked between 7 a.m. and 6 p.m. on Monday to Friday inclusive.

(d) Notwithstanding anything hereinbefore contained, an employer may require any male employee to perform his week's work on night shift. Provided that payment therefor shall be at the rate of time and a quarter. And provided also that where the week's work is performed on night shift of five nights in the week it shall be performed between the hours of 6 p.m. on one day and 7 a.m. on the following day, and between 6 p.m. on a Monday and 7 a.m. on the following Saturday.

## OVERTIME.

11. (a) All time worked before 7 a.m. or after 6 p.m. or in excess of 8 hours in a day or on Saturday shall be paid for at time and a half for the first four hours and double time thereafter.

(b) Where the week's work is performed on night shift of five shifts in a week, all time worked before the usual starting time of a shift or after the usual finishing time of a shift or in excess of 8 hours (which shall be deemed to be the ordinary period of a shift) shall be paid for at one and a half times the night shift rate as prescribed in sub-clause (d) of clause 10 of this Determination for the first four hours and at double such rate thereafter.

(c) All piecework performed on Saturday or before 7 a.m. or after 6 p.m. or in excess of 8 hours on any Monday to Friday inclusive shall be paid for at the rate of time and a half for the first four hours and at double rates thereafter.

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

## MEAL INTERVAL.

12. (a) For work done during an employee's recognized meal break and thereafter until a meal break is allowed time and a half rates shall be paid.

(b) No employee shall work more than five hours without a suitable interval for a meal, but this provision shall not apply where the employee finishes work for the day at or before 1 p.m. on Saturdays, or where on Monday to Friday inclusive a female employee ceases work at or before 6 p.m., and a male employee finishes work at or before 6.30 p.m.

## MORNING AND AFTERNOON TEA.

13. Females shall be allowed morning and afternoon tea at such times and in such manner as shall not interfere with the continuous running of the factory.

## HOLIDAYS.

14. (a) The following days shall be holidays:—New Year's Day, Australia Day, Good Friday, Easter Monday, Anzac Day, Labor Day, King's Birthday, Christmas Day, Boxing Day, Union Picnic Day (to be observed during the period from 1st June to 15th November), and Centenary Day, 13th November, 1951, if that day is then a proclaimed public holiday. Provided that in the metropolitan area of Melbourne and the City of Bendigo respectively, Melbourne Cup Day (in the case of the former) and Sunday School Picnic Day (in the case of the latter) may be continued as a holiday instead of Union Picnic Day.

(b) Employees whose contract of hiring is by the week shall suffer no deduction from their pay on account of not working on any of such holidays.

(c) An employee whose contract of hiring is by the week and who is dismissed within seven days of any of the said holidays and is re-engaged within fourteen days after the said holiday shall be paid for such holiday; and in the case of the said holiday being Christmas Day or Good Friday and the re-engagement being within fourteen days of the following New Year's Day or Easter Monday, as the case may be, the employee shall be paid for each of the intervening holidays.

(d) Pieceworkers shall be paid for any of the above-mentioned holidays not worked at the ordinary rates payable to employees on time-work doing the class of work at which during the week in which such holiday occurs the pieceworkers in question are employed.

(e) Should any other day be by Act of Parliament or proclamation substituted for any of the above-mentioned holidays, the day so substituted shall for all purposes be deemed to be a holiday within the scope, meaning, and intention of this clause.

## RATES FOR SUNDAYS AND HOLIDAYS.

15. (a) All work other than piecework performed on Sundays and holidays shall be paid for at the rate of double time.

(b) All piecework performed on Sundays and holidays shall be paid for at double rates.

## TEA MONEY.

16. (a) An employee required to work overtime one hour after the usual finishing time or one hour after 5 p.m., whichever is the later shall either be supplied with a meal by the employer or be paid 3s. 6d., but should such employee refuse to work a minimum of two hours' overtime if so required by the employer, such employee shall forfeit his right to the payment hereinbefore prescribed.

(b) A shift worker who is required to work overtime for more than 1½ hours after the usual ceasing time shall be supplied with a meal by the employer or be paid 3s. 6d. as an allowance therefor.

## IMPLEMENTS AND COVERINGS.

17. (a) The employer shall provide all brushes, spoons, knives, and other necessary implements and materials requisite for the work of employees. Such implements and materials, if not returned by the employee on the employer's demand, shall be paid for by the employee at reasonable rates.

(b) Employees engaged in the preparation of lemons and pineapples or in connexion with the handling of hot jam or preserves or packing empty tins into cases shall be provided by the employer with gloves as may be reasonably required. Such gloves shall be returned by the employee to the employer on demand, and in default thereof the employee shall pay for them at a reasonable rate.

(c) Where the employer requires an employee to wear a cap, overalls, or uniform of any description such shall be provided by the employer, free of charge, and shall be kept laundered by the employer. Such cap, overalls, or uniform shall be returned on demand, or in default the employee shall pay for same at a reasonable rate.

(d) Employees required to work in the rain or in places or at work where the employees' clothes become wet shall be provided with waterproof overalls or aprons and waterproof footwear.



## FIRST AID.

18. (i) A first-aid ambulance chest shall be placed in some accessible place upon the premises. Such chest shall be equipped and supplied as required by clause 8 of chapter 9 of the regulations under the *Factories and Shops Act 1928*.
- (ii) Every employer shall appoint, where possible, an employee in charge of first aid, and shall fix remuneration (if any) to be paid to such employee according to individual circumstances.

## DINING-ROOM AND CONVENIENCES.

19. (a) The employer shall provide suitable dining-room accommodation for employees who desire to remain at the premises of the factory during the meal interval.
- (b) The employer shall provide and maintain adequate sanitary and lavatory accommodation for employees, including wash-basins and showers supplied with hot and cold water.
- (c) The employer shall provide a locker, capable of being locked, for each employee or in the alternative accommodation for each employees' clothes and effects where such can be left and recovered by each employee without his or her gaining access to the clothes or effects of any other employee.

## DRINKING WATER.

20. Employers shall provide for the use of employees a sufficient supply of wholesome cool drinking water from bubble taps or other suitable cool drinking installations.

## ANNUAL HOLIDAY.

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

## SICK LEAVE.

22. (a) An employee who is absent from work on account of his or her own illness or on account of injury by accident arising out of and in the course of his or her employment shall be entitled to leave of absence without deduction of pay, subject to the following conditions and limitations:—
- (i) He or she shall not be entitled to such leave of absence unless he or she shall have been in the service of the employer concerned for at least three months immediately prior to such absence;
  - (ii) He or she shall not be entitled to such leave of absence for any period in respect of which he or she is entitled to workers' compensation;
  - (iii) He or she shall within 24 hours of the commencement of such absence inform the employer of his or her inability to attend at his or her work and, as far as practicable, state the nature of the illness or injury and the estimated duration of the absence;
  - (iv) He or she shall prove to the satisfaction of the employer (or in the event of any dispute to the Secretary for Labour) that he or she was unable on account of such illness or injury to attend at his or her work on the day or days in respect whereof such leave is claimed. (For the purpose hereof the employer or the Secretary for Labour may require an employee to make a statutory declaration verifying the cause and length of his or her absence);
  - (v) He or she shall not be entitled in any year except as hereinafter provided (whether during such year in the employ of one or more than one employer) to such leave of absence in excess of 40 hours of working time, nor to payment in excess of 40 hours at ordinary rates.
  - (vi) An employee who in any one year of his or her employment with an employer has not been absent from work for 40 hours of working time on account of his or her own illness or on account of injury by accident arising out of and in the course of his or her employment shall be entitled to the benefits of the provisions of this clause of this Determination in a subsequent year of his or her employment with that employer to the extent of the difference between the actual working time so absent due to the aforesaid causes in that year and the maximum period of 40 hours provided for in this clause: Provided however, that sick leave so accumulated shall not exceed 120 hours working time.
- (b) For the purpose of placitum (iv) of sub-clause (a) hereof, an employer may within one month of the coming into operation of this Determination (in respect of employees in his employ at the date of such coming into operation) or within two weeks of an employee entering his employment (in respect of other employees) require an employee to make a statutory declaration or other written statement as to what leave of absence without deduction of pay he or she has had from any employer during the then current year, and the employer shall be entitled to rely and act upon such statement.
- (c) For the purposes of this clause, 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 such purposes on the Union, the employer, and his employees. In the absence of any such arrangement, "year" shall mean—
- (i) In the case of an employee in the service of an employer on the date of the coming into operation of this Determination, a year of service commencing on that date, except in the 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.
- (d) A pieceworker shall be entitled to leave of absence subject to the conditions and limitations set out in sub-clause (a) hereof, and in respect thereof shall be paid at the time-work rate appropriate to the work at which he or she would, except for the illness or injury causing absence, have been employed.

## LIMITATION OF EMPLOYER'S LIABILITY.

23. Where an employer covered by this Determination has made a payment to an employee, which payment purports to be a payment of the wages payable to the employee for any period, such employer shall not be liable to pay to the employee any further sums prescribed by this Determination in respect to any services rendered to such employer during such period, unless within 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.

## PAYMENT OF WAGES.

24. (a) Wages shall be paid weekly.
- (b) An employee kept waiting for his wages on pay day for more than ten minutes after the usual time for ceasing shall be paid at overtime rates after that ten minutes, with a minimum of a quarter of an hour.
- (c) On or prior to pay day, the employer shall state to each employee in writing the amount of wages to which he is entitled, the amount of deductions made therefrom, and the net amount being paid to him.

## TIME-BOOK AND INSPECTION.

25. The employer shall provide at the factory a time-book. Such time-book shall contain a correct account of the hours worked and the rates received by each employee, and shall be kept correctly entered up in ink. The secretary or the branch secretary of the Union shall have power to inspect the time-book, and also the right to visit the office of the employer for this purpose, and also for the purpose of investigating any breach or suspected breach of this Determination which is occurring or has occurred, and to interview such employee involved or concerned in the breach or suspected breach of this Determination. The employer shall make available to the officer any employees required by him in connexion with the investigation.

The time of any such visit shall be notified to the employer by the officer prior to his actually going to the office, and the employer shall provide the officer with the necessary facilities for the investigation of the breach or suspected breach of this Determination. The officer shall interfere with and inconvenience the work and the duties of the employees as little as possible.

UNION NOTICES.

26. At each factory reasonable facilities shall be afforded officers of the Union for the necessary work in connexion therewith, and the Union shall be permitted to post Union meeting notices on a board in each factory in a reasonable manner.

Without affecting the generality of the foregoing paragraph, each employer carrying on principally the industry covered by this Determination shall permit a member of the Union nominated by the general secretary of the Union to enter the part of the factory premises of such employer set apart for meals once a week, on a day to be appointed by such employer, during the meal interval, for the purpose of interviewing members of the Union on matters relating to this Determination. If such authorized person exceeds the limits of his authority, his permit may be terminated by the Secretary for Labour on an application by any employer showing good cause.

POSTING OF DETERMINATION.

27. This Determination shall be exhibited by each employer at his factory in a place accessible to all employees.

PIECEWORK RATES.

28. Notwithstanding anything hereinbefore contained, the rates to be paid for piecework shall be as follows:—

Fruit or Vegetable...	Work Performed.	Purpose for Which prepared.	
		Jan.	Canning.
		Price Per Standard Case Except Where Otherwise Specified.	
		<i>s. d.</i>	<i>s. d.</i>
Apricots .. .. .	Cutting and stoning by hand .. .. .	1 9	2 4
Peaches .. .. .	Cutting and stoning unpeeled peaches 2½" and over by hand .. .. .	..	1 2
Peaches .. .. .	Cutting and stoning "Golden Queen" and/or "Goodman's Choice" 2½" and over in diameter .. .. .	..	1 4½
Peaches .. .. .	Cutting and stoning peaches under 2½" in diameter .. .. .	..	1 6½
Peaches .. .. .	Trimming or specking per bucket .. .. .	..	0 3½
Peaches .. .. .	Feeding into peach pitting machine—per thousand .. .. .	..	2 5½
Pears (large and medium)	Peeling, cutting and coring (not into water) .. .. .	..	2 11
Pears (small) .. .. .	Peeling, cutting and coring (not into water) .. .. .	..	3 2½
Pears .. .. .	Feeding into pear preparation machine—per thousand .. .. .	..	2 6½
Pears .. .. .	Trimming or specking—per bucket .. .. .	..	0 3½
Quinces .. .. .	Peeling, cutting and coring by machines .. .. .	1 3½	1 3½
Quinces .. .. .	Peeling by hand (not topping or tailing) .. .. .	1 5½	1 5½
Quinces .. .. .	Peeling by hand and topping and tailing .. .. .	1 10½	1 10½
Quinces .. .. .	Cutting by hand .. .. .	1 3½	1 3½
Quinces .. .. .	Coring by hand (quarters) .. .. .	1 3½	1 3½
Quinces .. .. .	Coring by hand (halves) .. .. .	0 11½	0 11½
Quinces .. .. .	Sorting and picking over machine-cored slices (per bucket) .. .. .	0 5½	0 5½
Tomatoes .. .. .	Peeling (per bucket) by hand .. .. .	0 7½	0 7½

	Per tray of twelve cans—Open tops.
	<i>s. d.</i>
Apricots—grading or placing in No. 2½ cans—	
Halves .. .. .	0 3½
Whole .. .. .	0 2½
Peaches—grading and placing in No. 2½ cans .. .. .	0 2
Pears—grading and placing in No. 2½ cans .. .. .	0 2½
Any other fruits or tomatoes—grading and placing in No. 2½ cans .. .. .	0 2
Asparagus grading and placing in 10-11 oz. cans, 24 tins per tray .. .. .	0 9½
14-16 oz. cans, 24 tins per tray .. .. .	0 7
28-30 oz. cans, 15 tins per tray .. .. .	0 7
Pickles—packing mixed pickles with vegetables as already cut—per dozen bottles .. .. .	1 4½
Pickles—cutting vegetables for mixed pickles and packing same—per dozen bottles .. .. .	1 8½
Pickles—Cutting up vegetables for mustard pickles by knife per cwt .. .. .	6 3½
Pickles—Cutting up vegetables for mustard pickles by chopper per cwt. .. .. .	5 0
Onions—peeling small onions (1-inch diameter and under)—per cwt. when weighed before the operation .. .. .	18 9½
Onions—when weighed after the operation .. .. .	25 0½
Onions—peeling onions (over 1-inch and up to 1½ inches in diameter) per cwt. when weighed before the operation .. .. .	15 0½
Onions—per cwt. when weighed after the operation .. .. .	20 0½

Tomato Sauce or Chutney—Preparation for Sale.	Price Per Gross of Ordinary Pint Bottles.	Price Per Gross of Ordinary Quart Bottles.
	<i>s. d.</i>	<i>s. d.</i>
Class of Work—		
Labelling with one label .. .. .	1 3½	1 4½
Wrapping .. .. .	0 6½	0 6½

Provided always that if tins or cans of any other sizes than those hereinbefore specified are used the piecework rates in respect thereof shall be such as may be agreed upon between the employees and the employer concerned.

For the purposes of this sub-clause a standard case shall be understood to mean the equivalent of a kerosene case when not filled above the level of the top.

Where a pieceworker has been instructed to commence work on any day and has attended and is ready to work, but is prevented from or delayed in completing eight hours of piecework on that day through any cause for which the employer is responsible, such piece worker shall be entitled to be paid not less than one-fifth of the weekly wage proscribed in this Determination for an adult male, or a junior male, or an adult female, or a junior female, employee as the case may be.

PERIODICAL ADJUSTMENT OF WAGES.

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

Basic Wage.				
Place.	Basic Wage (Adjustable).	Industry Loading (Not Adjustable).	Industry Basic Wage.	Index Number Set Assigned.
	£ s. d.	£ s. d.	£ s. d.	
Throughout the State .. .. .	10 2 0	0 7 0	10 9 0	Sydney, Melbourne, Adelaide, and Hobart } Weighted average.

ADJUSTMENT OF BASIC WAGE INGREDIENT.

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 February, 1952, the amounts of the basic wage shall be as proscribed in clause 29.

(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 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.

(d) *Adult Females.*—The wages rates for adult females are based on a basic wage being 75 per cent. of the basic wage for adult males calculated to the nearest 6d., half or less than half of 6d. to be disregarded. The wages rates for adult females shall be adjusted by increasing or decreasing such rates by the amount of the difference from time to time in the said basic wage for females.

(e) *Junior Employees.*—The wages of junior employees shall be the appropriate percentages as set out in clause 3.

(f) *Piecework.*—Piecework rates shall be adjusted proportionately to the increase or decrease in the quarterly adjustment of the basic wage if the alteration exceeds three shillings per week.

MARGINAL RATES.

31. (a) *Adult Males.*—In addition to the basic wage as provided in Clause 29 of this Determination the following margins shall be the minimum rates payable to male adults engaged in the occupations named.

	Margins Per Week.
GENERAL PRODUCTION SECTION. . . . .	
	£ s. d.
Foreman (first jam maker) .. .. .	2 5 0
Assistant jam maker (as defined) and/or assistant pickle maker .. .. .	1 13 0
Foreman sauce, chutney, pickles or condiment maker (as defined) .. .. .	1 15 0
Fruit preserver (as defined) .. .. .	1 15 0
Assistant fruit preserver .. .. .	1 5 0
Fruit crystallizer .. .. .	1 10 0
Candy peel maker in charge .. .. .	1 10 0
Operator of peach-pitting, pear-preparing machine (as defined) and/or apricot-slitting machine .. .. .	1 2 0
Leading hand, bottle department .. .. .	1 5 0
Leading hand, pulp department .. .. .	1 5 0
Employee engaged cooking and/or sterilizing corn, vegetable packs, soup, sauce or other kinds of fruit or vegetables .. .. .	1 5 0
Operator of apple-peeling machine .. .. .	1 2 0
Operator of labelling-machine labelling canned goods .. .. .	1 2 0
Operator of fruit or vegetables lye machine .. .. .	1 2 0
Syrup maker, i.e., a person who actually boils the syrup .. .. .	1 2 0
Operator of sauce-labelling machine .. .. .	1 2 0
Employees engaged in inspecting fruit for acceptance or rejection .. .. .	1 1 0
Employee in fruit crystallizing department (other than fruit crystallizer) .. .. .	1 1 0
Employee engaged peeling melons .. .. .	1 0 0
Employees operating can-closing machine .. .. .	1 2 0
Employee engaged feeding into and/or taking from lacquer machine .. .. .	0 18 0
Employees feeding into and/or taking from bottle-washing machine .. .. .	1 2 0
Employee engaged in bottle-washing department .. .. .	0 18 0
Retort hand .. .. .	0 18 0
Employee engaged in juice-making room or department (where juice is extracted for use in jams and jellies) .. .. .	0 18 0
Man in charge of and operating retorts .. .. .	1 5 0
Employee operating jam-filling machine .. .. .	1 2 0
Employee operating sauce-filling machine .. .. .	1 2 0
Employee operating bottle-capping or bottle-closing machine .. .. .	1 2 0
An employee not elsewhere classified, directly engaged on the line of production (as defined) who feeds by hand a machine or machines on such line .. .. .	0 18 0
An employee not elsewhere classified, who is directly employed on the line of production (as defined) .. .. .	0 15 0
Employees engaged filling, stirring, weighing, loading in or taking off in the jam and pulp-making sections or doing work of a similar nature in other sections of the factory .. .. .	0 18 0

MARGINAL RATES—continued.

		Margin Per Week.
DEHYDRATION, EVAPORATION AND/OR DRIED FRUIT SECTION.		
Leading hand .. .. .		£ s. d. 1 13 0
Man in charge of prunes or tree fruits .. .. .		1 8 0
Man in charge of dehydrator .. .. .		1 6 0
Man in charge of steam retorts on drying ovens .. .. .		1 5 0
Man working in or in connexion with drier, kiln or sulphur box .. .. .		1 2 0
All others working in dehydration tunnel .. .. .		1 2 0
Operator of blancher which included spray washing .. .. .		1 0 0
Unloader of trays from blancher .. .. .		0 15 0
General hands .. .. .		0 13 0
STORING SECTION.		
Foreman packer in charge of despatch and packing department .. .. .		2 0 0
Foreman packer's assistant .. .. .		1 8 0
Storeman and packer (as defined) .. .. .		1 2 0
MISCELLANEOUS SECTION.		
Man working in connexion with freezing chambers .. .. .		1 12 0
Man working in connexion with cooling chambers .. .. .		1 2 0
Tapper .. .. .		1 2 0
Driver of power-driven factory truck .. .. .		1 1 0
General hands, i.e., persons not otherwise classified .. .. .		0 13 0
Leading hand, 10s. per week additional to the class of employee over whom he exercises control		

(b) Margins and Loadings for Adult Females.

	Margin Per Week.	Additional Amount Per Week.	Industry Loading Per Week.
	£ s. d.	s. d.	s. d.
Head forewoman .. .. .	1 7 0	9 9	5 6
Forewoman's assistant .. .. .	0 17 0	9 9	5 6
Head woman supervisor .. .. .	0 14 0	9 9	5 6
Supervisor (as defined) .. .. .	0 12 0	9 9	5 6
Operator of peach-pitting machine, pear-preparing machine or apricot-slitting machine	0 12 0	9 9	5 6
Employees engaged in—			
(i) clipping piece-work tickets .. .. .	} 0 9 0	9 9	5 6
(ii) cutting or pulping lemons, pineapples, oranges or grape-fruit by hand or working on gouging or reaming machines .. .. .			
(iii) lifting jam, fruit, sauce, sugar, vegetable or wet condiments weighing over 20 lb. .. .. .			
(iv) operating can-closing machines .. .. .			
(v) packing clear mixed pickles into glass containers .. .. .			
(vi) pouring out or filling jam by hand .. .. .			
(vii) pouring out pulp by hand .. .. .			
(viii) stirring jam, sauce or pulp .. .. .			
(ix) washing bags .. .. .			
(x) working at a fruit press .. .. .			
(xi) feeding into and/or taking lacquer machine .. .. .			
(xii) feeding into and/or taking from bottle-washing machine .. .. .			
(xiii) bottle-washing department .. .. .			
(xiv) pouring out soups, chutneys, pickles or other preparations .. .. .			
(xv) operator jam-filling machine .. .. .			
(xvi) operator sauce, soup, pickle, spaghetti, bean or pea-filling machine and/or any machine of a like nature .. .. .			
(xvii) operator bottle-capping or bottle closing-machine .. .. .			
(xviii) operator sauce-labelling machine .. .. .			
(xix) feeding peach-slicing machine .. .. .			
(xx) operator of apple-peeling machine .. .. .			
All other adult females, i.e., females eighteen years of age or over .. .. .	Nil.	9 9	5 6

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

L. V. MARCHESI, Acting Secretary.

Melbourne, 29th November, 1951.



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[1952

Factories and Shops Acts.

DETERMINATION OF THE COAL AND COKE BOARD.

NOTE.—This Determination applies to the Metropolitan district as defined in the Factories and Shops Act and the Orders in Council thereunder, the Cities of Ballarat, Bendigo, Geelong, Geelong West, Warrnambool, and of Newtown and Chilwell, and the Boroughs of Eaglehawk and Sebastopol.

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—

- (a) in any business or occupation connected with the sale or distribution of coal or coke by any—
- (i) coal importer;
  - (ii) coal mine owner;
  - (iii) gas company;
  - (iv) agent or contractor who distributes coal or coke for any coal importer, coal mine owner, or gas company;
- (b) in loading, unloading, trimming, or otherwise handling coal or coke for the purpose of its conveyance to a purchaser who uses such coal or coke in his trade, or of any subsequent removal thereof—
- (i) by any such purchaser,
  - (ii) by any agent or contractor with such purchaser who conveys or removes such coal or coke for such purchaser,
- but not including persons employed in any of the trades to which the Determinations of the under-mentioned Boards apply:—
- Carters and Drivers Board,
  - Factory Engine Drivers Board,
  - Gas Works Board,
  - Mining Engine Drivers Board,
  - Shops Board No. 12 (Fuel and Fodder),
  - Shops Board No. 13 (Fuel and Fodder—Country);
- (c) in the process, trade, business, or occupation of burning, preparing, grinding, grading, or distributing charcoal in a form suitable for use—
- (i) in power-producing or heat-producing units;
  - (ii) in the manufacture of explosives;
  - (iii) in the manufacture, repair, or maintenance of gas masks or respirators"

has made the following Determination, namely:—

1. That as from the 1st December, 1951, the last previous Determination of this Board shall be revoked and replaced by this Determination.

**PART I.—Persons OTHER THAN those employed in the process, trade, business, or occupation of burning, preparing, grinding, grading, or distributing charcoal in a form suitable for use in power-producing or heat-producing units; in the manufacture of explosives or in the manufacture, repair, or maintenance of gas masks or respirators.**

2. (a)

Improvers.			Other Employees.	
WAGES PER WEEK.			WAGES PER WEEK.	
	Percentage of Basic Wage.	s. d.		s. d.
Under 17 years of age .. .. .	67	133 6	Persons trimming or spreading coal that is heated or on fire .. .. .	312 0
17 years of age .. .. .	79	157 0	Persons employed driving and/or operating power-driven coal-loading or unloading machines, i.e., persons riding on, driving and/or operating mechanical or other levers of such coal-loading or unloading machines .. .. .	256 0
18 " " .. .. .	91	181 0	Persons employed trimming coal and/or feeding coal to and from coal loaders .. .. .	246 0
19 " " or over—the appropriate rate prescribed under the heading "other employees".			Persons trimming coal from the "Grab" .. .. .	253 4
			Other coal trimmers .. .. .	246 0
			Coal baggers or loaders .. .. .	246 0
			Persons employed loading or unloading by shovel or fork loose coal from railway trucks to vehicles .. .. .	246 0
			Persons employed loading or unloading by shovel or fork loose coal from vehicles to railway trucks .. .. .	268 0
			Persons loading by shovel or fork loose coal from the ground into railway trucks .. .. .	279 0
			Coke stackers at wharf coal yards .. .. .	255 2
			Coke yard employees .. .. .	216 8
			Carters driving one horse .. .. .	222 6
			Carters driving two horses .. .. .	230 6
			Carters driving three horses .. .. .	235 0
			Carters driving four horses .. .. .	238 0
			Carters driving five horses .. .. .	239 6
			And 6d. extra per day for every additional horse.	
			Drivers of motor vehicle, including giringler, having a maker's capacity of—	
			(a) 25 cwt. or less .. .. .	230 6
			(b) Over 25 cwt., but not over 3 tons .. .. .	236 6
			(c) Over 3 tons, but under 6 tons .. .. .	241 0
			Further tonnage—for each complete ton over 5 an extra 1s. per week	
			All other coal yard employees .. .. .	239 0

**PROPORTION.**

One improver to the first six workers, and thereafter one improver to every ten workers receiving not less than 216s. 8d. per week.

NOTE.—The Board has determined, in accordance with Section 25 (1) of the *Factories and Shops Act 1934*, that the trade is so unskilled that no apprentices shall be taken in the trade.

- (b) **GAS PRODUCER UNITS.**—The following provisions shall apply to drivers of gas producer units:—
- (i) Driver of a motor vehicle fitted and operated with a charcoal gas producer unit for each day or portion thereof upon which he is called upon to drive such vehicle, 1s. extra.
  - (ii) Such driver for each day or portion thereof upon which he is called upon to clean the hopper and/or final filter of such unit, 1s. extra.
  - (iii) Suitable overalls and gloves shall be provided by employers for the employees mentioned in sub-clauses (i) and (ii) hereof.
  - (iv) Employers shall provide proper washing conveniences for such employees, and also hot water or some other efficient cleansing material.

**HOURS.**

3. All persons other than carters and drivers .. .. . 40 hours per week.  
 Carters and drivers .. .. . 80 hours per fortnight provided that not more than 44 hours per week shall be worked without payment of overtime.

4. **TIME OF BEGINNING AND ENDING WORK.**

	Time of Beginning.	TIME OF ENDING—	
		Five Days in the Week.	The day the half-holiday is usually observed.
Carters .. .. .	7 a.m.	5 p.m.	12 noon
All others .. .. .	8 a.m.	5 p.m.	12 noon

**OVERTIME.**

5. (a) The following rates shall be paid for all overtime worked:—
- (i) Outside the time of beginning and ending work as herein fixed—
    - Between 12 noon and midnight on the day on which the half-holiday is usually observed .. .. . Double time.
    - Between 5 p.m. and midnight on the other working days .. .. . Time and a half.
    - Between midnight and the time of beginning work .. .. . Double time.
  - (ii) Within the times of beginning and ending work in excess of the hours fixed in Clause 3 as a week's work—
    - First two hours .. .. . Time and a half.
    - Thereafter .. .. . Double time.
- (b) **Special provisions relating to overtime:—**
- When overtime is to be worked casual employees shall where practicable be given preference. The foreman shall make the necessary arrangements for engaging casual employees during the times mentioned in clause 14 and shall inform casual employees so engaged of the actual time they are expected to commence work.
- Should a casual employee be employed during the day and until 7 a.m. the following day by one employer, he shall not be required to continue after 7 a.m. if other labour is available.
- Should a casual employee who has been ordered back by the same employer to resume not later than 2 a.m. and continues until 7 a.m., he shall not be required to continue after 7 a.m. if other labour is available.
- Should a casual employee's first start be midnight or later he shall if required, continue working throughout that day until 5 p.m.
- If a regular yard employee after completing a full day's work is called upon to work overtime until later than 11 p.m., he shall not be required to resume work next morning if other labour is available.

## TERMS OF ENGAGEMENT.

6. (a) An employer shall have the option of engaging any employee either by the week or casually.
- (b) (i) If the engagement is by the week, termination of employment shall be subject to a week's notice on either side. Provided that this clause shall not affect the employer's right to dismiss without notice at any time an employee because of the latter's incompetence or misconduct, in which case the employee shall be entitled in respect of wages for the then current week's employment, only to payment proportionate to the aggregate of time worked by him, and of such other previous time (if any) in that week as to which under this Determination no deduction from his week's wages is allowed.
- (ii) An engagement shall be deemed to be and to continue casual unless the employer, at the commencement of the engagement or before any change by him of a casual engagement of the employee to one by the week, expressly notifies the employee that he is to be engaged by the week.
- (c) The employer shall have the right to deduct payment for any day on which the employee cannot be employed usefully because of any strike or through any breakdown of machinery or any stoppage of work or any cause for which the employer cannot reasonably be held responsible.

## MINIMUM OF WORK.

7. Casual employees called on to work on any day shall be given four (4) hours' work, or alternatively, four (4) hours pay at ordinary rates.

## BROKEN WORKING HOURS.

8. Any broken part of fifteen minutes at the completion of a day's work shall be paid for as for a full fifteen minutes.

## TRANSPORT.

9. When work finishes between midnight and 6 a.m., transport (if obtainable) shall be provided to convey the employees to a point adjacent to Flinders-street in the City. This clause shall only apply to the Metropolitan District.

## PAY DAY.

10. (a) All wages due to 5 p.m. on Thursday in each week shall be paid on that day.
- (b) Each employee shall be furnished with particulars each pay day of time worked and rates of payment.

## SMOKE-OH.

11. (a) Persons employed in trimming coal or coaling small vessels by means of baskets, shall be entitled to the following smoke-oh without loss of pay:—

Day—  
 10 a.m. to 10.30 a.m., unless work ends at or before 10 a.m.  
 3 p.m. to 3.30 p.m., unless work ends at or before 3 p.m.

Night—  
 9 p.m. to 9.30 p.m., unless work ends at or before 10 p.m.  
 3 a.m. to 3.30 a.m., unless work ends at or before 3 a.m.

- (b) Persons employed continuously feeding coal into and/or driving or in charge of any mechanical appliance or elevator, shall be allowed 30 minutes' smoke-oh during each morning and each afternoon or alternatively shall be paid for such time.
- (c) All other employees shall receive a smoke-oh of 10 minutes during each morning and each afternoon at a time mutually agreed upon or alternatively shall be paid for such time.

## WET WEATHER PROVISIONS.

12. (a) A committee consisting of a representative of employers appointed by the Commonwealth Steamship Owners Association and a representative of employees appointed by the Federated Fodder and Fuel Trades Industrial Union, shall by agreement determine whether work at the South Wharf Coal Yards or any other place within the Metropolitan District as defined in the Factories and Shops Acts and the Orders in Council thereunder shall proceed or cease in the event of wet weather.
- (b) If the Committee agrees that rain is sufficiently heavy to justify a temporary cessation of work, such work shall cease forthwith provided that wagons which have been loaded to at least half capacity shall be completed before work ceases.
- (c) In the event of employees working under cover and protected from rain the foregoing sub-clauses of this clause shall not apply and such employees shall continue working during any period of wet weather.
- (d) During the temporary cessation of work employees shall hold themselves in readiness for work during ordinary hours of employment and shall be paid for the actual time of waiting as follows:—  
 For the first two hours—ordinary rates.  
 Thereafter at one-half ordinary rates.
- (e) When the Committee determines that the weather conditions are suitable, employees affected shall immediately resume work.
- (f) In the event of a disagreement by the Committee as to whether the conditions are suitable for a resumption of work, lots shall be drawn to determine the matter.
- (g) If the employers' representative considers the weather justifying the cessation of work is likely to continue for a lengthy period, the payment of allowances set forth in paragraph (d) may be discontinued, and employees shall not be bound to hold themselves in readiness for a resumption of work.
- (h) It shall be the function of the Wet Weather Committee as constituted under clause 12 (a) herein to determine if coal is too dusty to work, and if it so determines, such coal ex-ship shall be sprinkled with water prior to the coal being handled by employees.

## MEAL MONEY.

13. Any person required to continue work until 5.30 p.m. or later shall be paid 3s. meal money.

## PICKING-UP TIME.

14. The picking-up time for engagement of labour at the South Wharf shall be from 7.45 a.m. to 11 a.m. Mondays to Fridays inclusive, and 7.45 a.m. to 10 a.m. on Saturdays.

## PLACE FOR ENGAGEMENT OF LABOUR.

15. The place for engagement of labour at the South Wharf coal yards, shall be at the Harbor Trust shelter shed.

## RIGHT OF ENTRY OF UNION OFFICIAL.

16. A duly accredited representative of the Federated Fodder and Fuel Trades Industrial Union shall have the right to enter the portion of any employer's establishment in which any of the classes of labour covered by this Determination are employed, for the purpose of interviewing employees on legitimate union business.

## HOT AND COLD SHOWERS.

17. Employers shall provide hot and cold showers for the use of employees.

## DINING AND SANITARY ACCOMMODATION.

18. Proper dining and sanitary accommodation shall be provided by the employer for the use of employees and shall be cleaned every day except Sundays and holidays, but in no case to be left uncleaned for more than one day.

**HOLIDAYS.**

19. (a) Weekly employees shall be entitled to the following holidays without deduction of pay :—New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Melbourne Cup Day, Christmas Day, Boxing Day, King's Birthday, or any other day substituted by Act of Parliament or Proclamation for any of the above-mentioned holidays.

(b) For all work done on the above-mentioned holidays the rates prescribed in clause 20 shall apply and for the purpose of this sub-clause, "double time" and "time and a half" shall mean an extra day's pay or an extra half day's pay as the case may be, in addition to the days pay included in the weekly wage.

**SPECIAL RATES.**

20. For all work done on Sundays and the undermentioned holidays, the rates shall be—

	Coal Trade.	Coke Trade.
Sundays .. .. .	Double time	Time and a half
Australia Day .. .. .	Time and a half	"
New Year's Day .. .. .	"	"
Labour Day .. .. .	Double time	"
Good Friday .. .. .	"	Double time
Easter Saturday .. .. .	Time and a half	Time and a half
Easter Monday .. .. .	"	"
Christmas Day .. .. .	Double time	Double time
Boxing Day .. .. .	Time and a half	Time and a half
King's Birthday .. .. .	"	"
Melbourne Cup Day .. .. .	"	"

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

**ANNUAL HOLIDAYS.**

21. The annual holiday shall be as prescribed by the provisions of the *Factories and Shops (Annual Holidays) Act 1948* (No. 5111), and any amendments which may be made thereto from time to time.

**SICK LEAVE.**

22. (a) No deduction shall be made from the wages of any weekly employee unavoidably absent through illness for not more than 40 working hours in any year, i.e., one day for each two month's service, provided he has submitted, within 24 hours of the commencement of such absence, satisfactory evidence to the employer or his representative that such illness was not the result of his own misconduct.

(b) Notwithstanding the provisions of sub-clause (a) hereof, if the full period of sick leave as prescribed above is not taken in any year, such portion as is not taken shall be cumulative from year to year up to a period and exceeding 200 hours of working time, which shall be the maximum amount of leave to which an employee shall be entitled in any year of service without deduction of pay.

For the purpose of this clause, service prior to the 1st December, 1950, shall be disregarded.

**CLOTHING ALLOWANCE.**

23. Each employee shall be paid a clothing allowance at the rate of 2s. per week of 40 hours.

**EMPLOYEES ON LOAN.**

24. Notwithstanding anything elsewhere contained in this Determination, an employee shall be deemed to be in the employ of his employer even though such employee shall or may be loaned temporarily or transferred to another employer who is subject to the provisions of this Determination.

**PART 2.—Persons employed in the process, trade, business, or occupation of burning, preparing, grinding, grading, or distributing charcoal, in a form suitable for use in power-producing or heat-producing units; in the manufacture of explosives or in the manufacture, repair, or maintenance of gas masks or respirators.**

**1. (a)**

Improvers.			Other Employees.		
WAGES PER WEEK OF 40 HOURS.			WAGES PER WEEK OF 40 HOURS.		
	Percentage of Basic Wage.	s. d.			s. d.
Under 17 years of age .. .. .	65	129 6	Wood cutters, using axe, power crosscut circular saw, or other method .. .. .		226 8
17 years of age .. .. .	77	153 0	Carters driving one horse .. .. .		222 6
18 .. .. .	87	173 0	Carters driving two horses .. .. .		230 6
19 .. .. . or over—the appropriate rate prescribed under the heading "other employees".			Carters driving three horses .. .. .		235 0
			Carters driving four horses .. .. .		238 0
			Carters driving five horses .. .. .		239 6
			And 6d. extra per day for every additional horse.		
			Drivers of vehicle (including girlinger) having maker's capacity of—		
			(a) 25 cwt. or less .. .. .		230 6
			(b) Over 25 cwt., but not over 3 tons .. .. .		236 6
			(c) Over 3 tons, but under 6 tons .. .. .		241 0
			Further tonnage—for each complete ton over 5 an extra 1s. per week.		
			Charcoal burning by retorts, metal or brick kilns, or pits—		
			(a) Operator in charge of plant .. .. .		241 8
			(b) All other employees, including persons employed in emptying, bagging, sewing, stacking, or loading .. .. .		231 8
			Grinding or grading charcoal—		
			(a) Attendant in charge of plant—		
			(i) With four or more persons under his supervision .. .. .		251 8
			(ii) With three or fewer persons under his supervision .. .. .		247 8
			(b) All other persons, including those engaged in grinding, grading, or bagging charcoal or sewing bags .. .. .		241 8

(b) **GAS-PRODUCER UNITS.**—The following provisions shall apply to drivers of gas-producer units:—

- (i) Driver of a motor vehicle fitted and operated with a charcoal gas-producer unit for each day or portion thereof upon which he is called upon to drive such vehicle, 1s. extra.
- (ii) Such driver for each day or portion thereof upon which he is called upon to clean the hopper and/or final filter of such unit, 1s. extra.
- (iii) Suitable overalls and gloves shall be provided by employers for the employees mentioned in sub-clauses (i) and (ii) hereof.
- (iv) Employers shall provide proper washing conveniences for such employees and also hot water or some other efficient cleansing material.



## CONDITIONS OF EMPLOYMENT (OTHER THAN FOR SHIFT WORK.)

2. (i) The ordinary weekly total of hours shall be 40 in number, all to be worked on days other than Sunday.
- (ii) (a) Such ordinary weekly total, at the option of the employer, may be spread over five or six days, and except on shift work, shall be worked in one period occurring between 7.30 a.m. and 12.30 p.m. on Saturday and between 7.30 a.m. and 5.15 p.m. on other days, subject to the recognized meal hours or intervals and smoke-oh of ten minutes each morning and afternoon, but no other breaks imposed by the employer.
- (b) If a five-day week is worked the ordinary daily total of working hours shall be 8  $\frac{4}{5}$ ths, and if a six-day week is worked such total shall be four on Saturday and eight on any other day.
- (iii) Smoke-ohs shall be counted as part of time worked.

## SHIFT WORK.

3. (i) For the purposes of this Determination afternoon and night shifts shall be defined as follows:—
- (a) Afternoon shift shall mean any shift finishing after 6 p.m. and at or before midnight.
- (b) Night shift shall mean any shift finishing after midnight and at or before 8 a.m.
- (ii) The ordinary hours of shift workers shall not exceed—
- (a) 8 hours in any one day; or
- (b) 40 hours in any one week; or
- (c) 88 hours in any 14 consecutive days; or
- (d) 160 hours in any 28 consecutive days.
- (iii) Subject to the following conditions shift-workers shall work at such times as the employer may require.
- (a) A shift shall consist of 8 hours inclusive of crib-time and smoke-oh.
- (b) Except at regular change over of shifts or except in the event of relief not arriving or except in some special circumstance an employee shall not be required to work more than one shift in any one period of 24 hours.
- (c) Any employee who is required to continue working on account of one of the special conditions mentioned in sub-clause (b) hereof shall not work more than two consecutive shifts in any one period of 24 hours.
- (iv) In each shift during which the employee does not receive the same amount of time for a meal interval or smoke-oh as that which day-workers receive under this Determination, he shall be paid at ordinary rates for twenty minutes' crib-time and two smoke-ohs of ten minutes each.
- (v) Shift-workers whilst engaged on afternoon or night shifts shall receive the ordinary rates of payment provided in clause 2 with the addition of 7½ per cent. Provided that for work done on any shift the major portion of which is worked on a Sunday or a holiday mentioned in clause 8, an additional 50 per cent. shall be paid.

## OVERTIME.

4. Except as in this Determination may be otherwise provided, all time worked in excess of the ordinary daily or weekly hours of work shall be paid for at one and a half times the ordinary rate for the first four hours and double the ordinary rate thereafter.

## TERMS OF ENGAGEMENT.

5. (i) An employer shall have the option of engaging any employee either by the week or casually.
- (ii) (a) If the engagement is by the week it shall be for a continuous period of at least eight weeks, and thereafter shall be terminable on either side by a week's notice which may be made to expire at any time during a week of the employment. Provided that this clause shall not affect the employer's right to dismiss forthwith at any time an employee because of the latter's incompetence or misconduct, in which case the employee shall be entitled in respect of wages for the then current week's employment, only to payment proportionate to the aggregate of time worked by him, and of such other previous time (if any) in that week as to which under this Determination no deduction from his week's wages is allowable.
- (b) An engagement shall be deemed to be and to continue casual unless the employer, at the commencement of the engagement or before any change by him of a casual engagement of the employee to one by the week, expressly notifies the employee that he is to be engaged by the week.
- (c) A casual employee is one engaged and paid as such. A casual employee for working ordinary time shall be paid per hour one-fortieth of the weekly rate prescribed by this Determination for the work which he performs.
- (d) The employer shall have the right to deduct payment for any day upon which the employee cannot be employed usefully because of any strike, or through any breakdown of machinery, or any stoppage of work, or any cause for which the employer cannot reasonably be held responsible.

## ANNUAL HOLIDAYS.

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

## SICK LEAVE.

7. (a) No deduction shall be made from the wages of any weekly employee unavoidably absent through illness for not more than 40 working hours in any year, i.e., one day for each two months' service, provided he has submitted, within 24 hours of the commencement of such absence, satisfactory evidence to the employer or his representative that such illness was not the result of his own misconduct.
- (b) Notwithstanding the provisions of sub-clause (a) hereof, if the full period of sick leave as prescribed above is not taken in any year, such portion as is not taken shall be cumulative from year to year up to a period not exceeding 200 hours of working time, which shall be the maximum amount of leave to which an employee shall be entitled in any year of service without deduction of pay.

For the purposes of this clause, service prior to the 1st December, 1950, shall be disregarded.

## SUNDAYS AND HOLIDAYS.

8. (i) Weekly employees shall be entitled to the following holidays without deduction of pay. The days observed as:—New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, Anzac Day, King's Birthday, 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.
- (ii) Any weekly employee required to work on a Sunday or any holiday mentioned in sub-clause (i) hereof, shall be paid for such work at double the ordinary rate.

## WASHING FACILITIES.

9. Each employer shall provide for all the employees hot and cold showers or other conveniences, which shall be approved by the Secretary for Labour or his Inspector.

**TIME RECORD.**

- 10. (a) The employer shall keep a record of the names of the employees of such employer, and in respect of each such employee, a record from week to week of the periods, times, and class of work done, and the rates of wage and amounts of wages paid, and shall obtain from week to week the signature of each employee to such record.
- (b) The secretary or duly accredited representative of the Federated Fodder and Fuel Trades' Industrial Union authorized in writing to that effect by such secretary shall be allowed, on any day after which two days' notice has been given to inspect such records so far as may be reasonably necessary to obtain information therefrom relating to any member or members of the said union.

**RIGHT OF ENTRY OF UNION OFFICIAL.**

11. A duly accredited representative of the Federated Fodder and Fuel Trades Industrial Union shall have the right to enter the portion of any employer's establishment in which any of the classes of labour covered by this Determination is done, for the purpose of interviewing employees on legitimate Union business.

**NOTICE BOARD.**

12. The Federated Fodder and Fuel Trades Industrial Union shall be permitted to post on a board notices appertaining to Union business generally.

**FIRST-AID CHEST.**

13. Every employer shall provide a fully-equipped first-aid outfit for use of any employee injured in the course of his employment.

**GOGGLES AND RESPIRATORS.**

14. Every employer shall provide suitable goggles and respirators for use of employees whilst employed by him.

**PART 3.—Periodical Adjustment of Wages.**

(NOTE.—The provisions of this Part operate in the cases of employees covered by Part 1 and Part 2.)

1. The wages rates set out in Part 1 and Part 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 2.

**Basic Wage.**

Place.	Basic Wage (Adjustable).	Index Number Set Assigned.
	£ s. d.	
Throughout the State	9 19 0	Melbourne.

**ADJUSTMENT OF BASIC WAGE.**

- 2. (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, 1952, the amount of the basic wage shall be as prescribed in clause 1.
- (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 .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.
- (d) The wages of improvers shall be the appropriate percentages as set out in clause 2 of Part 1 and clause 1 of Part 2 such wages shall be calculated to the nearest 6d., half or less than half of 6d. to be disregarded.

P. A. RANDES, J.P., Chairman.  
 I. V. MARCHESI, Acting Secretary.

Melbourne, 29th November, 1951.



# VICTORIA GOVERNMENT GAZETTE.

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No. 24]

FRIDAY, JANUARY 18.

[1952

Factories and Shops Acts.

## DETERMINATION OF THE SAUSAGE CASINGS BOARD.

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

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board appointed to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the process, trade, or business of preparing or cleaning casings for sausages or similar products" has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence on or after the 1st January, 1952, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

### WAGES.

<i>Juvenile Workers.</i>				
Per Week of 40 Hours.				
	Female Juveniles Employed at Selecting.		All Other Juvenile Workers.	
	Percentage of Female Basic Wage.	<i>s. d.</i>	Percentage of Basic Wage.	<i>s. d.</i>
16 years of age or under .. .. .	78	116 0	58	115 6
17 years of age .. .. .	99	147 6	74	147 6
18 " " .. .. .	100 + 23s.	172 0	91	181 0
19 " " .. .. .	100 + 44s.	193 0	100 + 8s.	207 0
20 " " .. .. .	..	Adult female rate	100 + 44s.	243 0

  

<i>Other Employees.</i>			
Per Week of 40 Hours.			
	<i>s. d.</i>	War Loading (Non-adjustable).	<i>s. d.</i>
	Weekly Rate.	<i>s. d.</i>	Total Weekly Wage.
Females employed at selecting .. .. .	220 0	4 0	224 0
Other persons employed at casing factories .. .. .	275 0	4 0	279 0

  

Wages per Day.			
Monday to Friday, Inclusive.			
	Daily Rate.	War Loading (Non-Adjustable).	Total Daily Wage.
	<i>s. d.</i>	<i>d.</i>	<i>s. d.</i>
Pullers-off and strippers .. .. .	55 0	9½	55 9½

## PROHIBITION OF EMPLOYMENT.

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

## DEFINITION.

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

## 5. TIMES OF BEGINNING AND ENDING WORK:—

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

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

## MEAL TIME.

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

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

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

## OVERTIME.

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

## SPECIAL RATES.

8. Double time shall be paid for all work done on Sundays, Christmas Day, Boxing Day, New Year's Day, Australia Day, Labour Day, Good Friday, Easter Monday, Cup Day, and Butchers' Picnic Day; but if any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays, the special rate shall only be payable for work done on the day so substituted.

## HOLIDAYS.

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

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

## TERMS OF ENGAGEMENT.

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

## ANNUAL HOLIDAY.

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

## SICK LEAVE.

12. (a) Any employee who, having had at least one month's service with the same employer, is absent from duty as a result of personal ill health or accident shall be entitled to sick pay as follows:—

(i) During the first year—3½ hours' ordinary pay for each complete month of service.

(ii) During any subsequent year of service—40 hours' ordinary pay.

Provided that, in either case such employee produces or forwards within 24 hours of the commencement of such absence evidence satisfactory to the employer that his or her non-attendance was due to personal ill health or accident necessitating such absence.

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

## TEA MONEY.

13. Employees required to work overtime for more than one and a half hours after the usual time of finishing work on any one day without having been notified on the preceding day that they would be required so to work shall be paid the amount of three (3) shillings in addition to any overtime payment to which they may be entitled.

## FIRST AID KIT.

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

## APRONS AND LEGGINGS.

15. Aprons and rubber boots, which shall remain the property of the employer, shall be provided free of charge by the employer to employees employed in cleaning sheds and abattoirs.

## TERMINATION OF EMPLOYMENT.

16. Except in the case of pullers-off and strippers one week's notice of termination of employment shall be given by either employer or employee, or in lieu of such notice, one week's wages shall be paid or forfeited, as the case may be. This shall not affect the right of the employer to dismiss any employee without notice for malingering, inefficiency, neglect of duty or misconduct, in which case wages shall be paid up to the time of dismissal only.

## PERIODICAL ADJUSTMENT OF WAGES.

17. The wages rates set out in clause 2 are based upon the following basic wage, and, pursuant to the provisions of Section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically adjusted as prescribed by clause 18.

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

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

*Basic Wage.*

Place.	Basic Wage (Adjustable).	Index Number Set Assigned.
Throughout the State .. .. .	£ s. d. 9 19 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

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

(b) Until the beginning of the first pay period to commence in February, 1952, the amount of the basic wage shall be as prescribed in clause 17.

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

(d) The wages rates for adult females are based on a basic wage being 75 per cent. of the basic wage for adult males calculated to the nearest 6d., half or less than half of 6d. to be disregarded. The wages rates for adult females shall be adjusted by increasing or decreasing such rates by the amount of the difference from time to time in the said basic wage for females.

(e) The wages of juvenile workers shall be the appropriate percentages as set out in clause 2, such wages shall be calculated to the nearest 6d., half or less than half of 6d. to be disregarded.

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

L. V. MARCHESI, Acting Secretary.

Melbourne, 7th December, 1951.





# VICTORIA GOVERNMENT GAZETTE.

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FRIDAY, JANUARY 18.

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Factories and Shops Acts.

## DETERMINATION OF THE SHOPS BOARD No. 3 (BUTCHERS).

NOTES.—1. This Determination applies to the whole of the State of Victoria.

2. Butchering and/or Small Goods Making were proclaimed on the 26th October, 1939, as Apprenticeship Trades under the *Apprenticeship Act* 1928 for the Metropolitan District.

Full particulars of the apprenticeship regulations for these trades may be obtained on application to the Secretary, Apprenticeship Commission, Melbourne.

3. By Order in Council, dated the 13th October, 1941, the Shops Board No. 4 (Butchers, Country), and the Shops Board No. 5 (Butchers, Provincial) were each deprived of its power and such power was conferred exclusively on the Shops Board No. 3 (Butchers).

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board appointed "to determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the process, trade, or business of a butcher, or seller of meat, or maker or seller of small goods" has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence on or after the 1st January, 1952, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2. (A)

EMPLOYEES (OTHER THAN APPRENTICES AND IMPROVERS).

*Division A.—Abattoirs or Meat Markets Within the Metropolitan District.*

	Weekly Wage.		
	Adjustable Wage.	*Emergency Loading (Non-adjustable).	Total Wage.
	£ s. d.	s. d.	£ s. d.
Tacklemen .. .. .	16 6 0	6 0	16 12 0
Slaughterman .. .. .	15 12 3	6 0	15 18 3
Head and Feet Boners .. .. .	13 3 0	3 0	13 6 0
Scalders .. .. .	13 3 0	3 0	13 6 0
Meat Lumpers .. .. .	12 19 6	3 0	13 2 6
Offal labourers (including persons handling, or breaking out crown fats from offals sent to boiling down) .. .. .	12 15 6	3 0	12 18 6
General labourers .. .. .	12 12 6	3 0	12 15 6

\* The Emergency Loading shall not be taken into account in the calculation of Overtime and Holiday Rates.

2. (A)—continued.

	Weekly Wage.		
	(a) Within 20 Miles of G.P.O. Melbourne (other than those specified in Division A). (b) Within 10 Miles of G.P.O. at Geelong and Warrnambool.	At Yallourn.	All other Parts of Victoria.
<b>Division B.—Retail Shops.</b>			
Employees in country butchers' shops required to do any slaughtering as herein defined in the slaughter-house associated with such shop for more than 24 hours per week	£ s. d. 12 11 6	£ s. d. 12 18 0	£ s. d. 12 11 6
Employees who do slaughtering for 24 hours or less in a slaughter-house associated with a butcher's shop—			
Whilst employed on such work	12 11 6	12 18 0	12 11 6
Whilst employed on other work	12 16 0	13 2 6	12 16 0
Slaughtermen employed in abattoirs outside the metropolitan area of Melbourne	At the rates prescribed for such work.		
Definition:—"Slaughtering" means and includes taking charge of slaughter yard, penning up, knocking down, pithing, sticking, bleeding, dressing, skinning, necking off, cutting down, hanging back, and washing			
General butcher in charge of branch shop is one whose duties consist of responsibilities with respect to the management or carrying on of the business of such branch shop over and above the duties of a general butcher	12 10 0	12 16 6	12 10 0
General butchers who in the course of their duties act as shopmen or who are engaged principally cutting for window displays	12 4 0	12 10 6	12 4 0
Other general butchers not called on to serve in shops and including men who cut and deliver meat to customers outside the shop	12 1 0	12 7 6	12 1 0
Small goods makers in butchers' shops, boners, salters, scalders, and cookers	12 3 6	12 10 0	12 3 6
Ordermen who deliver but do not cut meat and who are not carters and drivers	11 8 0	11 14 6	11 8 0
All others	11 6 0	11 12 6	11 6 0
Definition:—"General butcher" means an adult who has served an apprenticeship or has had at least four years' general experience in general butchery and is not exclusively employed in the making of small goods, or in such other cases where an employer engages or calls upon an employee to perform the functions of a general butcher.			
<b>Division C.—Small Goods Section.</b>			
Employees in the country required to do any slaughtering as defined in Division B in the slaughter-house associated with a butcher's shop or small goods factory for more than 24 hours per week	12 11 6	12 18 0	12 11 6
Employees who do slaughtering 24 hours or less per week in a slaughter-house associated with a butcher's shop or small goods factory—			
Whilst employed on such work	12 11 6	12 18 0	12 11 6
Whilst employed on other work	At the rates prescribed for such work.		
Men employed principally on mixing machines and/or responsible for making of small goods	12 9 0	12 15 6	12 9 0
Fillermen	11 19 6	12 6 0	11 19 6
Small goods makers, butchers, small goods sellers from vehicle who collect cash, boners, salters, scalders, and cookers	12 3 6	12 10 0	12 3 6
Packing-room hands	11 13 6	12 0 0	11 13 6
Linkers and table hands	11 12 6	11 19 0	11 12 6
All others	11 6 0	11 12 6	11 6 6
<b>Division D.—Carters and Drivers and Meat Lumpers Employed in or in Connection with Abattoirs or Meat Markets.</b>			
Meat Lumpers	13 2 6	13 9 0	12 19 6
Drivers of Motor Vehicles—			
Not exceeding 25 cwt. capacity	12 15 0	13 3 0	12 11 6
Exceeding 25 cwt. but not exceeding 3 tons capacity	13 0 0	13 8 0	12 16 6
Exceeding 3 tons capacity	13 5 0	13 13 0	13 1 6
Horse Drivers—			
One horse	12 12 0	13 0 0	12 8 6
Two horses	12 15 0	13 3 0	12 11 6
Three horses	12 18 0	13 5 6	12 14 0
Head stableman (if more than one employed)	12 9 6	12 17 6	12 7 0
Other stablemen or grooms	12 4 6	12 12 6	12 0 6
Drivers who do not cart meat, and who are not required to wear special clothing	2s. 6d. per week less than the rate specified	2s. 6d. per week less than the rate specified	2s. 6d. per week less than the rate specified
Drivers of loaded motor vehicles, except tractors, drawing a loaded trailer	1/- per day in addition to the rate specified	1/- per day in addition to the rate specified	1/- per day in addition to the rate specified
Drivers who, during the day, are engaged in carting blood manure or offensive offal			
Drivers who are required to cart meat before 7 a.m. shall be paid as follows:—			
From 1st May to 31st October	10d. per hour in addition to the rate specified	10d. per hour in addition to the rate specified	10d. per hour in addition to the rate specified
From 1st November to 30th April	7d. per hour in addition to the rate specified	7d. per hour in addition to the rate specified	7d. per hour in addition to the rate specified



2. (A)—continued.

Division E.—Carters and Drivers (Not Elsewhere Included).

	Weekly Wage.		
	(a) Within 20 Miles of G.F.O. Melbourne (other than those specified in Division A).	(b) Within 10 Miles of G.F.O. at Geelong and Warrnambool.	All other Parts of Victoria.
	At Yallourn.		
	Per Week.	Per Week.	Per Week.
	£ s. d.	£ s. d.	£ s. d.
(1) Drivers of motor vehicles—			
(i) not exceeding 25 cwt. capacity .. .. .	11 11 0	11 17 6	11 11 0
(ii) exceeding 25 cwt. capacity but not exceeding 3 tons capacity ..	11 15 0	12 1 6	11 15 0
(iii) exceeding 3 tons capacity but under 6 tons capacity .. .. .	11 18 0	12 4 6	11 18 0
(iv) for each complete ton over 5 tons an extra 1s. per week			
(v) motor (not being a tractor) drawing trailer 1s. per day extra for each trailer			
(2) Horse drivers—			
(i) one horse .. .. .	11 6 0	11 12 6	11 6 0
(ii) two horses .. .. .	11 11 0	11 17 6	11 11 0
(iii) three horses .. .. .	11 14 0	12 0 6	11 14 0
(iv) four horses .. .. .	11 16 0	12 2 6	11 16 0

Division F.—Employees on Gas Producer Units.

In addition to the rates prescribed employees shall be paid the following additional rates and granted the following conditions:—

- (1) Driver of motor vehicle fitted and operated with a charcoal gas producer unit—for each day or portion thereof upon which he is called upon to drive such vehicle—an extra 1s. 3d.  
Such driver for each day or portion thereof upon which he is called upon to clean the hopper and/or final filter of such unit—an extra 1s. 3d.  
Cleaner of gas producer unit who is not a driver, for each day or part thereof upon which he is called upon to clean—an extra 1s. 3d.
- (2) Suitable overalls and gloves shall be provided by employers for the employees mentioned in paragraph (1) hereof.
- (3) Employers shall provide proper washing conveniences for such employees and also hot water or some other efficient cleansing material.

2. (B) APPRENTICES AND IMPROVERS.

Apprentices and Improvers (other than Carters and Drivers) employed in Abattoirs or Meat Markets within the Metropolitan District.			Improvers employed as Carters and Drivers in or in connexion with Abattoirs or Meat Markets in all Areas to which this Determination applies.		
Weekly Wage.			Weekly Wage.		
	Percentage of Basic Wage.	£ s. d.		Percentage of Basic Wage.	£ s. d.
1st year's experience .. .. .	64	6 7 6	Under 18 years .. .. .	85	8 9 0
2nd year's experience .. .. .	77	7 13 0	18 years and under 19 years ..	100 + 1s. 6d.	10 0 6
3rd year's experience .. .. .	88	8 15 0	19 years and under 20 years ..	100 + 13s. 6d.	10 12 6
4th year's experience .. .. .	100 + 21s.	11 0 0	20 years .. .. .	Minimum Wage	Minimum Wage
5th year's experience .. .. .	..	Minimum Wage			

PROPORTION (BY ANY EMPLOYER).

*Apprentices.*

One apprentice to every three or fraction of three workers receiving not less than the minimum wage prescribed by this Determination.

*Improvers.*

Such number of improvers as shall not, together with apprentices, exceed, in the aggregate, one to every three or fraction of three adult weekly workers receiving not less than the minimum wage.

No carter or driver under 19 years of age shall be allowed to drive or be in charge of more than one horse in the Metropolitan District.

No carter or driver under 18 years of age shall be allowed to have sole charge of a motor vehicle.

PROPORTION (BY ANY EMPLOYER).

One improver to every five drivers receiving not less than the minimum wage.

## 2. (C)

## APPRENTICES NOT ELSEWHERE INCLUDED.

										£	s.	d.
<i>Five-year Term—</i>												
First year	..	..	..	..	..	..	..	..	..	3	7	0
Second year	..	..	..	..	..	..	..	..	..	4	9	6
Third year	..	..	..	..	..	..	..	..	..	6	14	0
Fourth year	..	..	..	..	..	..	..	..	..	8	10	6
Fifth year	..	..	..	..	..	..	..	..	..	10	11	6
<i>Four-year Term—</i>												
First year	..	..	..	..	..	..	..	..	..	3	19	0
Second year	..	..	..	..	..	..	..	..	..	5	11	6
Third year	..	..	..	..	..	..	..	..	..	8	10	6
Fourth year	..	..	..	..	..	..	..	..	..	10	11	6

(i) In such portions of the State of Victoria as come within the purview of the appropriate State Apprenticeship body after a probationary period of four months male juniors shall only be employed as apprentices. The periods and conditions of such employment (except wage rates) and the duties and responsibilities of such apprentices and their employers shall be as prescribed by such State Apprenticeship body. Provided that any lad commencing at 17 years of age shall be apprenticed only for a four-year term.

(ii) In those portions of the State of Victoria not covered by sub-clause (i) hereof, male juniors coming into the retail butchering (including Country Slaughtering) division of the industry shall only be employed as apprentices. The terms of such apprenticeship shall be as follows:—

*Saving.*

- (a) This sub-clause shall not apply to male juniors at present employed in the industry, but any such junior may, if agreed upon between the employer, his parents and himself, come within the scheme contained herein, and, in the event of his so doing, the period for which the junior has been employed in the industry shall be counted as time served under apprenticeship and in his indenture he shall be credited with such time.

*Contract of Apprenticeship.*

- (b) Every contract of apprenticeship hereinafter made shall be in the terms of the indenture as prescribed by the Wages Board.

*Probationary Period.*

- (c) Male juniors may be taken on probation for a period of four months and if apprenticed such four months shall count as part of their period of apprenticeship.

*Tuition During Apprenticeship.*

- (d) (1) An apprentice butcher shall not be deemed to have been taught his trade by the employer unless during the period of apprenticeship he is taught the following work and brought to reasonable proficiency on such work:—

*During the first year:* Breaking up forequarters of beef and hanging same and naming the different cuts of beef, mutton, pork and veal.

*During the second year:* Breaking up hindquarter of beef and hanging same and boning.

*During the third year:* Cutting down sheep, pork and veal; arranging meat in chiller; making dripping; rolling spice beef.

*During the fourth and fifth years:* Making pickle; pumping meat; general shop work; serving and cutting meat; making of beef and pork sausages and smallgoods work usually done in a retail butchering establishment.

- (2) An apprentice slaughterman shall not be deemed to have been taught his trade by the employer, unless, during the period of apprenticeship he is taught the following work and brought to reasonable proficiency on such work:—

*During the first year:* Gut running; skinning feet; fronting out; cleaning of tripes or calves' heads and feet.

*During the second year:* Pelting and legging sheep and necking off; dressing pigs and calves.

*During the third year:* Grounding; backing off; sawing down.

*During the fourth and fifth years:* Quartering; making tallow; caring for hides; care of yards generally.

*Period of Apprenticeship.*

- (e) The period of apprenticeship shall be 5 years, but, if the apprentice has reached the age of 17 years, the period shall be four years.

*Wages.*

- (f) The minimum weekly rates of wage for apprentices shall be as set out in sub-clause (C) of this clause.

*Conditions of Employment.*

- (g) The hours and conditions of employment, shall, except as otherwise provided by this Determination, be the same as the journeyman covered by this Determination.

(iii) Except as provided in sub-clauses (i) and (ii) of this clause unapprenticed juniors in employment at the time of the making of this Determination may be employed on the following terms:—

- (a) After a probationary period of six months each junior for a period of at least four years shall be trained to be a general butcher and shall not be dismissed from his employment during such period except for inefficiency or misconduct or in the event of the employer ceasing to carry on business or who for financial reasons becomes unable to employ labor.

- (b) No such junior shall leave or resign except in pursuance of a written agreement signed by him, his parent or guardian and his employer.

(iv) The wage rates of unapprenticed junior labor shall be as follows :—

										Thereafter.
										£ s. d.
First year	..	..	..	..	..	..	..	..	..	3 19 0
Second year	..	..	..	..	..	..	..	..	..	5 1 0
Third year	..	..	..	..	..	..	..	..	..	6 18 0
Fourth year	..	..	..	..	..	..	..	..	..	9 6 6
Fifth year	..	..	..	..	..	..	..	..	..	10 14 0

(v) Where a juvenile commences in the industry after having attained his seventeenth birthday he shall be paid at the second year rate in his first year and the third year rate in his second year and so on.

*Proportion of Apprentices and Improvers.*

The number of apprentices and improvers employed in any shop, slaughterhouse or smallgoods factory or of a shop, abattoirs, slaughterhouse and factory combined shall not exceed one to every three or fraction of three adult weekly employees. An employer actually working in the shop, abattoirs, slaughterhouse or factory for the whole or at least a substantial part of his time shall be treated as an adult for the purpose of this clause.

**PROVISIONS APPLICABLE TO PERSONS (OTHER THAN MEAT LUMPERS AND CARTERS AND DRIVERS) EMPLOYED IN ABATTOIRS OR MEAT MARKETS WITHIN THE METROPOLITAN DISTRICT.**

**WEEK'S WORK FOR SLAUGHTERMEN.**

3. The maximum amount of work to be done by slaughtermen in any week shall be—

Sheep and/or Lambs.			Beef.
During July, August, September and October.		Other Months.	
Woolly Sheep.	Other Sheep and/or Lambs (including Ram Lambs).	Sheep and/or Lambs (including Ram Lambs).	Carcasses.
295 with a maximum of 64 per day on Monday to Friday inclusive and 22 on Saturday	315 with a maximum of 68 per day on Monday to Friday inclusive and 24 on Saturday	315 with a maximum of 68 per day on Monday to Friday inclusive and 24 on Saturday	49 with a maximum of 11 per day on Monday to Friday inclusive and 4 on Saturday  Provided that the daily quota of beef carcasses where men work in a team shall be ascertained by dividing the number of carcasses slaughtered by the number of men in the team

Where on any day a slaughterman is engaged in mixed killing, he shall not exceed the equivalent of eleven beef carcasses on the basis that one beef carcass equals six woolly sheep or six and one third other sheep and/or lambs (including ram lambs).

Each beast slaughtered for kosher purposes shall count for the purposes of the tally as one and a third.

A slaughterman's work shall consist of sticking down, taking out neck sweetbreads (if any), taking off the skin, taking out offal, wiping up the carcass, and hanging, all in a workmanlike manner.

Time taken off for collecting pay shall not affect the day's tally.

**EXTRA RATES.**

4. Rams, Daggy and/or Maggotty Sheep and Lambs, Diseased Sheep or Lambs, Heavy Sheep and Downer Sheep or Lambs shall be paid for as follows :—

- (i) Rams—double rates, provided that rams 84 lb. or over shall be paid for at treble rates.
  - (ii) Daggy and/or maggotty sheep and lambs shall be treated after being struck and before being legged provided that if they are not so treated double rates shall be paid.
  - (iii) Double rates shall be paid for diseased sheep and/or lambs which are condemned by the Veterinary Officer or Chief Meat Inspector for diseases contagious to humans beings.
  - (iv) Slaughtering of heavy sheep, woolly or shorn, over 64 lb. graded weight, shall be paid for at rate and a half.
  - (v) Downer Sheep or Lambs i.e., sheep or lambs which cannot walk into the sticking pen and are treated by regular full time slaughtermen, shall be paid for at double rates.
- Extra rates provided in this clause shall not be cumulative.

**HOURS.**

5. The number of hours to constitute an ordinary week's work shall be 40.

The hours of work on any day shall be continuous except for a meal interval of one hour which shall be allowed between the hours of 12 noon and 1.30 p.m. on Monday to Friday inclusive.

**TERMS OF ENGAGEMENT.**

6. All employees (other than casuals), shall be paid the full weekly wage fixed herein irrespective of the hours worked not exceeding the weekly hours fixed.

**EMPLOYER'S WEEK.**

7. When any employee is engaged for a week's work, each week shall commence from the day on which he is engaged.

## TIMES OF BEGINNING AND ENDING WORK.

8.	Time of beginning.	Time of ending.
Slaughtermen—	{ 7.30 a.m. .. .. .	4.40 p.m., Monday to Friday inclusive.
	{ 7.30 a.m. .. .. .	10.40 a.m., Saturday.
All other persons—	{ 7.30 a.m. .. .. .	5 p.m., Monday to Friday inclusive.
	{ 7.30 a.m. .. .. .	11 a.m., Saturday.

## OVERTIME.

9. The following rate shall be paid for overtime :—

Within the hours fixed as the times of beginning and ending work in excess of the number of	}	Time and a half.
hours fixed for a week's work .. .. .		
Outside the hours fixed as the times of beginning and ending work .. .. .		

## TEA MONEY.

10. Any employee required to work overtime for more than one and a half hours on any day without having been notified on the preceding day that he would be required so to work shall be paid the amount of two shillings in addition to any overtime payment to which he may be entitled.

## CASUAL LABOUR.

11. Casual employees (i.e., persons employed during any week for not more than one-half the maximum number of hours fixed in this Determination as a week's work) shall be paid one fifth of the weekly wage for the class of work they perform plus 15 per cent for each day or part of a day on which they are employed.

## PAYMENT FOR HOLIDAYS.

12. Employees (other than casual employees) shall be entitled to the following holidays without deduction of pay :—  
Christmas Day, Boxing Day, New Year's Day, Australia Day, Labour Day, Anzac Day, Good Friday, Easter Monday, Melbourne Cup Day, and Butchers' Picnic Day.

## SPECIAL RATE FOR SUNDAY AND HOLIDAYS.

13. Double time shall be the special rate payable for all work done on Sunday and the holidays mentioned in clause 12, but if any other day be by Act of Parliament or Proclamation substituted for any of such holidays, the special rate shall be payable only for work done on the day so substituted.

## NOTICE TO WORK ON HOLIDAYS.

14. Except in the case of unavoidable accident or emergency, three days' notice shall be given to an employee who is required to work on a holiday prescribed in this Determination.

## SICK LEAVE.

15. (a) Any employee who, having had at least three months' service with the same employer, is absent from duty as a result of personal ill health or accident shall be entitled to sick pay as follows :—

(i) During the first year—3½ hours' ordinary pay for each complete month of service.

(ii) During any subsequent year of service—40 hours' ordinary pay.

Provided that, in either case such employee produces or forwards within 48 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.

(b) If the full period of sick leave as prescribed in sub-clause (a) hereof 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 may be entitled in any year without deduction of pay.

## ANNUAL HOLIDAYS.

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

## SMOKO INTERVAL.

17. All employees shall be allowed twenty minutes smoko each forenoon and afternoon without deduction of pay.

## PAYMENT OF WAGES.

18. Wages shall be paid not later than Friday in each week, and must be paid during working hours.

## TERMINATION OF EMPLOYMENT.

19. Except in a case where an employee is inefficient or has been guilty of a misdemeanour seven days' notice of termination of employment shall be given by either employer or employee.

Provided that this clause shall not apply to tacklemen, slaughtermen, or labourers.

## STOP WORK MEETINGS.

20. No stop work meetings shall be held by employees during working hours. If, in contravention of this clause, a stop work meeting should be held, the pay for the time lost may be deducted.

## TIME BOOK FOR SLAUGHTERMEN.

21. Every slaughterman shall indelibly record daily his correct time of beginning and ending work, also the daily tally of work performed by him in a book which shall be furnished by the employer. Such time book shall be produced for inspection during reasonable hours to the Secretary of the Australasian Meat Industry Employees Union or any official thereof duly authorized in writing by the President and Secretary of the local branch or sub-branch of the Union.

## TREATMENT OF INJURED STOCK.

22. (a) The employer shall have power to call on slaughtermen during the following periods to kill stock that require immediate treatment, viz.—During smoko intervals, between 12 and 1 p.m., and after 5 p.m. on week days, and after 11 a.m. on Saturdays. Stock killed during such periods are to be considered extra to the day's tally, and shall be paid for at one and a half times the ordinary rates.

(b) Where a watchman is employed, he shall be able during his period of watch, but not during the hours when slaughtering operations are being carried on, to kill and dress any injured or crippled sheep or lambs that may require attention.

**HANDLING OF CONDEMNED CARCASSES.**

23. The employer shall provide ample quantities of hot water, soap and disinfectant (such as cyllin, ixol, &c.) for the use of employees required to handle carcasses of animals condemned by meat inspectors as unfit for human consumption because of disease.

**GRINDSTONE.**

24. An employer shall provide grindstones in the proportion of one grindstone to every 20 slaughtermen employed by him.

**WATERPROOF CLOTHING.**

25. Waterproof boots and waterproof aprons shall be provided by the employer free of charge to employees engaged scalding and picking tripe. Canvas aprons shall be provided to head boners and employees treating offal. Such boots and aprons shall remain the property of the employer.

**KNIVES TO BE SUPPLIED.**

26. Knives which shall remain the property of the employer shall be supplied under the following conditions to labourers when necessary for the performance of their duties :—

- (i) They shall be returned to the employer on termination of the employment or at the end of the season.
- (ii) If such knives are not returned the employer shall be entitled to deduct their cost from any money owing to the employee.

**PROVISIONS APPLICABLE TO MEAT LUMPERS.****HOURS.**

27. (a) The market trading hours at the Meat Market are as follows :

Monday	..	..	..	..	..	..	..	..	..	5 a.m. to 1 p.m.
Tuesday	..	..	..	..	..	..	..	..	..	5 a.m. to 1 p.m.
Wednesday	..	..	..	..	..	..	..	..	..	5 a.m. to 12 noon.
Thursday	..	..	..	..	..	..	..	..	..	5 a.m. to 1 p.m.
Friday	..	..	..	..	..	..	..	..	..	4.30 a.m. to 4 p.m.
Saturday	..	..	..	..	..	..	..	..	..	6 a.m. to 10 a.m.

(b) When an employee is available for work during the meat trading hours, such hours shall be accounted as hours worked by him.

All work done in excess of nine hours on Monday to Thursday inclusive, and in excess of nine and a half hours on Friday, and in excess of four hours on Saturday, and in excess of 40 hours in any one week, shall be paid for at overtime rates, provided that a meat lumper who starts work at or after 8 a.m. and is employed during the afternoon shall not come under the provisions of the first and second paragraphs of this clause, and he shall be paid at overtime rates for all work done in excess of nine hours on Monday to Friday inclusive or in excess of four hours on Saturday or in excess of 40 hours in any one week.

(c) One hour shall be allowed each day for a meal between 8 a.m. and 10 a.m., and on Friday one hour also between noon and 2 p.m., but for the meat lumper who commences work at 8 a.m. the hour shall be between 12 noon and 2 p.m.

(d) Hours of duty shall be continuous except for meals.

(e) No employee shall be required to work for a longer period than five hours without a suitable interval for a meal.

**CASUAL EMPLOYEE.**

28. A casual employee is one who is employed from day to day and shall be paid at ordinary rates plus 10 per cent.

**WEEKLY ENGAGEMENT.**

29. Except in the case of casual employees all employment shall be by the week. Employees to become entitled to payment on a weekly basis shall 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 employees affected.

Employment shall be terminated only by a week's notice on either side, such notice to be given at any time during the week. This shall not affect the right of the management 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 by any cause for which the employer cannot be reasonably held responsible.

**SICK LEAVE.**

30. (a) Any employee who, having had at least three months' service with the same employer, is absent from duty as a result of personal ill health or accident shall be entitled to sick pay as follows :—

- (i) During the first year—3½ hours' ordinary pay for each complete month of service.
- (ii) During any subsequent year of service—40 hours' ordinary pay.

Provided that, in either case such employee produces or forwards within 48 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.

(b) If the full period of sick leave as prescribed in sub-clause (a) hereof 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 may be entitled in any year without deduction of pay.

**OVERTIME.**

31. (a) If required for duty on any holiday, half-holiday, Saturday afternoon or Sunday, all employees shall be entitled to pay at double the ordinary rate per day.

(b) If required for duty on other days beyond the hours per day prescribed, all employees shall be entitled to pay at the rate of time and a half.

(c) Where overtime has been earned by an employee for working after the number of hours prescribed as a day's work, such overtime shall be paid to him in addition to his weekly wage, but the hours on which overtime has been earned shall not be counted in computing the working hours of the week.

**ANNUAL HOLIDAYS.**

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

**PAYMENT FOR HOLIDAYS.**

33. Employees (other than casual employees) shall be entitled to the following holidays without deduction of pay :—  
Christmas Day, Boxing Day, New Year's Day, Australia Day, Labour Day, Anzac Day, Good Friday, Easter Monday, Melbourne Cup Day, and Butchers' Picnic Day.

**SMOKO.**

34. Employees shall be given two smokos of ten minutes' duration on each day Monday to Friday and one of ten minutes duration on Saturday at times fixed by the employer.

**PAY DAY.**

35. Wages shall be paid not later than Friday in each week in the employer's time.

**GENERAL CONDITIONS OF EMPLOYMENT.**

36. All employers shall keep a time and wages book in which shall be entered the names of all employees, the hours worked and the wages received. Such book shall be opened for inspection during reasonable hours by the Secretary of the Australasian Meat Industry Employees Union.

**PROVISIONS APPLICABLE TO CARTERS AND DRIVERS EMPLOYED IN CONNEXION WITH ABATTOIRS AND MEAT MARKETS IN ALL AREAS TO WHICH THIS DETERMINATION APPLIES.****HOURS OF WORK.**

37. The hours of duty of employees shall not (without payment for overtime) exceed 40 hours per week, and the daily hours shall not (without payment for overtime) exceed 9 hours 40 minutes on Monday to Friday, and 6 hours on Saturday.

Except as provided by Clause 2 (A) and except in the case of stablemen and grooms, such daily hours shall be worked between 7 a.m. and 6 p.m. on Monday to Friday, and 7 a.m. and 1 p.m. on Saturday.

The hours of duty on any day shall be continuous except for meal intervals.

No employee shall be required to work for a longer period than five hours without a suitable interval for a meal.

Drivers who start work at 2 a.m. or earlier on not less than 3 days per week shall finish their week's work at 2 p.m. on Friday. All work performed after 2 p.m. on Friday shall be paid for at the rate of time and a half.

**OVERTIME.**

38. All time worked in excess of 9 hours 40 minutes on Monday to Friday, and in excess of 6 hours on Saturday, or in excess of 40 hours per week, shall be paid for at the rate of time and a half.

**WEEKLY ENGAGEMENT.**

39. Except in the case of casual employees, all employment shall be by the week. Employees to become entitled to payment on a weekly basis shall perform such work as the management shall from time to time require on the days and during the hours specified.

Employment shall be terminated only by a week's notice on either side such notice to be given at any time during the week. This shall not affect the right of the management 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 by any cause for which the employer cannot be reasonably held responsible.

**CASUAL EMPLOYEES.**

40. Casual employees (i.e., persons employed during any week for not more than one-half the maximum number of hours fixed as a week's work) shall be paid one-fifth of the weekly wage for the class of work they perform, plus 15 per cent. for each day or part of a day on which they are employed.

Where a casual employee is required to perform more than one kind of function on any one day, he shall be paid for the whole day at the highest rate prescribed for any of the functions.

**SICK LEAVE.**

41. (a) Any employee who, having had at least three months' service with the same employer, is absent from duty as a result of personal ill health or accident shall be entitled to sick pay as follows:—

(i) During the first year—3½ hours' ordinary pay for each complete month of service.

(ii) During any subsequent year of service—40 hours' ordinary pay.

Provided that, in either case such employee produces or forwards within 48 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.

(b) If the full period of sick leave as prescribed in sub-clause (a) hereof 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 may be entitled in any year without deduction of pay.

**HOLIDAYS.**

42. Employees, other than casuals, shall be entitled to the following holidays without deduction of pay:—

Christmas Day, Boxing Day, New Year's Day, Australia Day, Labour Day, Good Friday, Easter Monday, King's Birthday, and Butchers' Picnic Day.

Provided that within the Metropolitan District, Melbourne Cup Day shall be observed as a holiday in lieu of King's Birthday.

**SUNDAY AND HOLIDAY RATES.**

43. (a) Except as hereinafter provided, all time of duty on Sunday and Public Holidays herein prescribed shall be paid for at the rate of double time, that is two days' pay on Sunday, and one day's pay on public holidays in addition to the weekly wage.

(b) Stablemen and grooms, part of whose duties are to feed and attend to horses every day, shall not be entitled to any extra pay for working on Sunday if they are allowed one clear day's rest in seven. If they work on seven days in one week they shall be entitled to Sunday rates for work done on Sunday.

Stablemen and grooms shall not be entitled to any extra pay for work done on public holidays if engaged in the performance of their ordinary duties.

Stablemen and grooms who are required to work continuously seven days in the week shall be allowed one week's holiday on full pay at the expiration of each twelve months' service.

(c) Drivers who are required to be on duty on Sunday to feed and attend to horses where the employer does not employ any stablemen, shall be paid for such Sunday work at double rates.

**MINIMUM OF WORK ON A SUNDAY OR A HOLIDAY.**

44. Any employee required to work on a Sunday or a holiday as prescribed in clause 43 shall be entitled to four hours' pay at double rates provided that he is available for work during such four hours.

**NOTICE TO WORK ON HOLIDAYS.**

45. Except in the case of unavoidable accident or emergency, three days' notice shall be given to an employee required to work on a public holiday prescribed in this Determination.

**MIXED FUNCTIONS.**

46. Where an employee performs on any day functions of a mixed character, he shall be paid for that day at the rate applicable to the function for which the highest rate is payable.

**PAYMENT OF WAGES.**

47. Wages shall be paid not later than Thursday in each week in the employer's time.

## PROVISIONS APPLICABLE TO ALL OTHER PERSONS.

## CASUAL EMPLOYEES.

48. (a) A casual employee, that is, an employee who is not employed for a full week, shall be paid one-fortieth of the weekly wage prescribed in this Determination for the class of work he performs, plus 15 per cent. of such daily rate for each day or part of a day on which he is employed. For time worked in excess of 8 hours on any one day, time and a half rates shall be paid.

(b) Where a casual employee is required to perform more than one class of work on any one day, he shall be paid for the whole of that day at the highest wage prescribed in this Determination for any of the work which he performs.

(c) In addition to the rate payable under sub-clause (a) hereof casual employees shall be paid all fares above 4d. per day reasonably and necessarily incurred.

## SPECIAL RATES AND ALLOWANCES.

49. Where an employee is temporarily transferred during working hours from one shop or factory to another the employer shall pay such employee all costs of transit and travelling time.

## LIMITATION OF FEMALE LABOUR IN RETAIL BUTCHERS SHOPS.

50. Except as provided in this clause no female shall be engaged to work or be employed in a retail butcher's shop: Provided that an employer may engage one or more females to act as a cashier or cashiers and to perform general clerical work in any shop the number so engaged not to exceed that necessarily required to perform such work in such shop: Provided further that a female having been so engaged may perform the following work in addition to her duties as cashier or clerk:—

- (a) wrap meat or small goods in either paper or cartons;
- (b) divide sausages, frankfurts or other small goods and for this purpose may use a knife for cutting purposes;
- (c) sell goods already prepared but not fresh uncooked meat; and
- (d) sell fresh uncooked meat at any time in which all male employees in such shop are necessarily absent therefrom because of the lunch period or other good reason and only during any such time but not otherwise may use a knife for the purpose of cutting fresh uncooked meat.

## HOURS.

51. (a) In retail butchers' shops and smallgoods factories and in abattoirs outside the metropolitan area of Melbourne the ordinary working hours shall not exceed in number 40 per week.

(b) The hours shall be worked on five days of the week, Monday to Friday inclusive, during the months of April, May, June, July, August, September, and October, in each year and in five and a half days, Monday to Saturday inclusive, during the months of November, December, January, February and March in each year.

(c) No time worked on a Sunday shall be reckoned as part of such ordinary hours.

(d) (i) Each daily period of work comprised in such ordinary working hours shall be unbroken except by prescribed meal intervals.

Provided that where an employer satisfies the Wages Board that he had prior to the 12th day of May, 1942, fixed the ordinary starting time at 7 a.m. and that it was the practice for his employees to have a break of one hour for breakfast commencing before 10 a.m. without pay and such practice was either expressly or by implication agreed to by the employees, the Board shall grant a certificate setting forth the practice of such employer who may thereupon, provided that such starting time is not altered to later than 7 a.m., break the ordinary working hours for such employee for one hour in accordance with such practice as so certified but not otherwise.

(ii) No such daily period of work shall exceed in duration nine hours exclusive of prescribed meal intervals.

(iii) Such daily periods of work shall be so arranged that on at least one day in each week in the month of November, December, January, February and March, of each year, the employees concerned shall finish their ordinary hours of work not later than 11 a.m.

(e) No time worked before 6.30 a.m. or after 5.30 p.m. on Mondays to Fridays inclusive or before 6.30 a.m. or after 11 a.m. on Saturdays in retail butchers' shops or before 6 a.m. or after 8 p.m. in smallgoods factories, and in country slaughterhouses shall be reckoned as part of such ordinary hours.

(f) (i) Subject to compliance with the foregoing provisions and with those hereinafter contained the employer shall for any of his employees fix each day's starting and finishing times of ordinary hours of work (inclusive of special starting and finishing times for any day next preceding a public holiday) observed by him for the employee concerned.

(ii) The employer shall state such times in advance in a notice which shall be permanently posted in his establishment so as to be at all times accessible and visible to the employee concerned.

(iii) The employer may from time to time substitute other starting and finishing times if, not less than a week in advance of the substituted times, he states such times in a notice posted so as to be visible at all times to the employees concerned together with the next previous notice concerning such times.

(iv) Every fixation of starting and finishing times shall be made in respect of a period which shall not be less than a week in length.

## MEAL INTERVALS.

52. (a) Each employee shall be granted a meal interval of one hour for lunch on a full working day between noon and 2 p.m.

(b) Except in the case of emergency the time for meal intervals shall not be altered except on 24 hours' notice to the employees concerned.

(c) Employees called upon to start work on any day other than Saturday or the half holiday observed in lieu thereof before 7 a.m. shall be allowed one hour for breakfast to commence before 10 a.m.

(d) Employees called upon to start work before 7 a.m. on a Saturday or the half holiday observed in lieu thereof shall be allowed one half-hour for crib time before 9 a.m. such time to be counted as working time.

(e) Any employee called upon to work during a meal interval shall be paid at overtime rates for the period so employed and such overtime rates shall continue until a meal break is allowed.

(f) No employee shall be called upon to work for more than 5 hours without a break for a meal.

(g) Meal intervals where allowed shall not except as otherwise prescribed be counted as part of the daily or weekly hours worked.

## OVERTIME.

53. (a) All time worked outside the ordinary working hours on any one day shall be deemed to be overtime and shall be paid for at time and a half.

(b) Any employee who is notified that he will be called upon to work overtime and is not so worked shall be paid the meal money above prescribed.

(c) Any time worked between 8 p.m. on Friday and 4 a.m. on Saturday shall be paid for at double time.

(d) All time worked after a quarter of an hour beyond the closing time as fixed on Saturday or the day observed in lieu of Saturday (except attention to horses and livestock) shall be paid for at double rate with a minimum of 15 minutes.

No employee shall be called upon to work overtime in retail butchers' shops after 6 p.m. or after 7 p.m. elsewhere on Mondays to Fridays inclusive without a break of one hour and payment of 2s. 6d. meal money.

(e) An apprentice under the age of 19 years shall not be called upon to work overtime for more than four hours in any one week.

(f) Apprentices over 19 years of age, but under 21 years, shall not be called upon to work more than six hours overtime in any one week.





(c) The time book or time sheet shall, on demand, be produced by the employer for inspection at the place where it is kept at any time between 10 a.m. and 4 p.m. Monday to Thursday inclusive and between 10 a.m. and 1 p.m. on Friday to an official of the Australasian Meat Industry Employees' Union who has been authorized, in writing, to inspect the same by the General Secretary or the Secretary of a State Branch of the said Union; or to an official of the Meat and Allied Trades' Federation of Australia who has been authorized, in writing, to inspect the same by the General Secretary of a State Branch of the said Federation.

(d) An inspection shall not be demanded unless the Secretary of the Union or Federation or the District Secretary or Organizer of any division of the Union or Federation suspects that a breach of this Determination is being or has been committed.

(e) Only one demand for such inspection shall be made in any one fortnight at the same establishment and no inspection shall be demanded on a Saturday.

"Provided that one further demand may be made within a fortnight of a previous demand if the secretary, district secretary or organizer certifies in writing that the reason for such further demand is that he suspects that a breach of this Determination is being or has been committed and that such certificate is produced to and a copy thereof handed to the employer or his responsible officer at the time of demanding said further inspection."

(f) The official making an inspection shall be entitled to take a copy of entries in the time book or time sheet relating to the suspected breach of this Determination.

(g) Time books shall be kept for at least 12 months after they have been completed.

#### RIGHT OF ENTRY.

59. A duly accredited representative of the Australasian Meat Industry Employees' Union shall have the right to enter employers' premises during the meal hour for the purpose of interviewing employees on legitimate Union business on the following conditions:—

- (a) That he produces his authority to the manager or such other person as may be appointed by the employer;
- (b) That he interviews employees only at the place where they are taking their meal;
- (c) That not more than one representative visit the premises at any one time;
- (d) That not more than one representative visits the same premises more than once in a week; and
- (e) That if any employer alleges that a representative is unduly interfering with his business 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 to the Wages Board.

#### CONTRACT OF EMPLOYMENT.

60. (a) Except as hereinafter provided, employment shall be by the week. Any employee not specifically engaged as a casual employee shall be deemed to be employed by the week. Except as may hereinafter be provided an employee, to become entitled to payment on a weekly basis, shall 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 employee affected.

(b) Employment other than casual shall be terminated only by a week's notice on either side, and such notice may be given at any time during the week. In lieu of such 40 working hours' notice, the employer may pay 40 hours' wages and vice versa, the employee leaving his or her employment without notice shall forfeit 40 hours' wages which may be deducted from any wages (other than wages for pro rata annual leave or annual leave accrued due but not taken) due. This shall not affect the right of an employer to dismiss an 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 on which an 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 reasonably be held responsible.

#### SICK LEAVE.

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

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

(ia) 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.

(ii) he shall prove to the satisfaction of his employer 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.

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

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

(b) Notwithstanding anything contained in sub-clause (a) hereof an employee suffering injury through an accident arising out of and in the course of his employment (not being an injury in respect of which he is entitled to workers' compensation) necessitating his attendance during working hours on a doctor, chemist or trained nurse, or at a hospital, shall not suffer any deduction from his pay for the time (not exceeding four hours) so occupied on the day of the accident, and shall be reimbursed by the employer all expenses reasonably incurred in connexion with such attendance, such cost not to exceed 10s. 6d., unless an ambulance is used when the maximum rate shall be the rate charged.

(c) An employer may by agreement with any employee grant such employee a clear week's holiday on full pay in lieu of payment for absence through sickness or, if such additional week's holiday cannot be granted, give one week's pay in lieu thereof.

(d) For the purpose of this clause "year" shall commence on the 1st day of July.

(e) Sick leave if not taken during any year may accumulate so as to provide for sick leave up to 2 weeks after a period of two years and may then be taken at any time during his future employment under the conditions set out in sub-clause (a) (i), (ii) and (iii) above.

MIXED FUNCTIONS.

62. Where an employee performs on any day functions of a mixed character, he shall be paid for that day the wage rate applicable to the function for which the highest rate is payable.

LEAVE TO ATTEND UNION BUSINESS.

63. Leave of absence from work to attend any Union business shall be allowed by the employer to any employee member of the Union named by such Union, provided fair and reasonable notice is given to the employer.

Provided that such leave shall be restricted to one employee at a time in the employment of any one employer and such employee shall not be entitled to payment for the time he is so absent from the employer.

PROTECTIVE CLOTHING, &c.

64. (a) Each employer shall provide protective clothing, including waterproof aprons or boots to employees working under dirty, greasy or wet conditions.

(b) Employees on objectionable work shall be supplied with antiseptic soap.

ACCOMMODATION.

65. Each employer shall supply :—

- (i) Boiling water in sufficient quantities to make an adequate supply of tea for each employee immediately each meal time or rest period commences ;
- (ii) Wash hand basins each with an adequate supply of running water ;
- (iii) In smallgoods factories where females are employed under the terms of the Determination separate lavatory, dining and change rooms shall be provided.
- (iv) Where it is possible for female employees to sit at their work chairs shall be provided by the employer. Such chairs shall be reasonably comfortable and have backs to them.

FIRST AID OUTFIT.

66. (a) Every shop, slaughterhouse, abattoirs, or factory shall have a first aid chest upon the premises.

(b) Employers shall supply when required reasonable transport to any injured employee without cost to the employee.

MISCELLANEOUS PROVISIONS.

67. (a) Nothing in this Determination shall relieve any employer of his obligation to comply with all relevant requirements of State Acts and Regulations relating to the guarding of machinery and the installation of dust extracting appliances and other Acts relating to industrial hygiene.

(b) In all cases where an employee's clothing, lunch bags or receptacles used for lunches are damaged by fire, or through the use of any corrosive material, compensation shall be granted by the employer.

(c) In cases where an employer requires an employee to wear any special uniform, coat dress or clothing the employer shall provide such uniform, dress, clothing or hats.

NOTICE BOARDS AND POSTING DETERMINATION.

68. (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 or other business of the Union. Such notice boards shall be in a prominent position. All such notices shall be signed by the Branch or District Secretary or Organizer of the Union.

(b) A copy of this Determination shall be posted within 28 days of the printing thereof and kept continuously posted in a prominent and accessible place to all employees in each department of the shop, slaughterhouse, abattoirs and factory.

DELIVERY OF MEAT.

69. (a) Deliveries of meat to places other than hospitals, cream or milk wagons, boats, trains, country service cars, bulk meat into shops, hotels, cafés and restaurants shall not be made outside the opening and closing hours of retail shops as the case may be.

(b) An apprentice or juvenile worker shall not be employed on the delivery of meat to householders until he has had three years' experience in the trade.

DEFINITIONS.

70. "Butcher's Shop" means any shop, tent, stall, vehicle, or place other than abattoirs where uncooked meat, or preparation thereof, are offered for sale, i.e., beef, mutton, lamb, pork, and/or veal.

PERIODICAL ADJUSTMENT OF WAGES.

71. (i) The wages rates set out in clause 2 (A) are based on 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 in clause 72.

Basic Wage.

Place.	Basic Wage (Adjustable).	Industry Loading (Constant).	Total Wage.	Index Number Assigned.
	£ s. d.	s. d.	£ s. d.	
Within 20 miles of G.P.O., Melbourne .. .. .	9 19 0	6 0	10 5 0	Melbourne
Within 10 miles of G.P.O., Geelong; and at Warrnambool—same as contemporaneous basic wage for Melbourne				
Yallourn—The same amount in excess of Melbourne as at present, viz. :—6s. 6d. per week				
Elsewhere—(except in Division D which shall be adjusted on the contemporaneous basic wage for Melbourne) .. .. .	9 19 0	6 0	10 5 0	Five Towns Victoria

(ii) The wages rates of apprentices and improvers in clause 2 (B) shall be the appropriate percentages as set out, such adjustments to be to the nearest 6d. half of less than half of 6d. to be disregarded.

(iii) The wages rates of apprentices and improvers in clause 2 (C) shall be the under-mentioned percentages of the basic wage for the six Capital Cities, with the addition of the war loading specified. Such calculations to be to the nearest 6d., half or less than half of 6d. to be disregarded.

*Apprentices.*

	Percentage of Basic Wage for Six Capital Cities.	War Loading.
		Per Week. s. d.
<b>Five-Year Term:—</b>		
First year .. .. .	33	1 0
Second year .. .. .	44	1 6
Third year .. .. .	66	2 0
Fourth year .. .. .	84	2 6
Fifth year .. .. .	100 + 8s. 6d.	3 0
<b>Four-Year Term:—</b>		
First year .. .. .	39	1 0
Second year .. .. .	55	1 6
Third year .. .. .	84	2 6
Fourth year .. .. .	100 + 8s. 6d.	3 0

*Improvers.*

	Percentage of Basic Wage for Six Capital Cities.	War Loading.
		Per Week. s. d.
First year .. .. .	39	1 0
Second year .. .. .	50	1 0
Third year .. .. .	68	2 0
Fourth year .. .. .	92	2 6
Fifth year .. .. .	100 + 11s.	3 0

**ADJUSTMENT OF BASIC WAGE.**

72. (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, 1952, the amounts of the basic wage shall be as prescribed in clause 71.

(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 '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.

**MARGINS.**

73. In addition to the basic wage and loadings prescribed in clause 71 the following marginal rates shall be paid to adult male employees under divisions B, C, and E, of this Determination:—

	Margin Per Week.
<i>Division B.—Retail Shops.</i>	
Employees in country butchers' shops required to do any slaughtering as herein defined in the slaughter-house associated with such shop for more than 24 hours per week .. .. .	£ s. d. 2 6 6
Employees who do slaughtering for 24 hours or less in a slaughter-house associated with a butcher's shop— Whilst employed on such work .. .. .	2 6 6
Whilst employed on other work the margin prescribed for such work .. .. .	
Slaughtermen employed in abattoirs outside the metropolitan area of Melbourne .. .. .	2 11 0
<i>Definition:—</i> "Slaughtering" means and includes taking charge of slaughter yard, penning up, knocking down, pithing, sticking, bleeding, dressing, skinning, necking off, cutting down, hanging back, and washing	
General butcher in charge of branch shop is one whose duties consist of responsibilities with respect to the management or carrying on of the business of such branch shop over and above the duties of a general butcher .. .. .	2 5 0
General butchers who in the course of their duties act as shopmen or who are engaged principally cutting for window displays .. .. .	1 19 0
Other general butchers not called on to serve in shops and including men who cut and deliver meat to customers outside the shop .. .. .	1 16 0
Small goods makers in butchers' shops, boners, salters, scalders, and cookers .. .. .	1 18 6
Ordermen who deliver but do not cut meat and who are not carters and drivers .. .. .	1 3 0
All others .. .. .	1 1 0

MARGINS.—*continued.*

	Margin Per Week.
<i>Division C.—Small Goods Section.</i>	
	<b>£ s. d.</b>
Employees in the country required to do any slaughtering as defined in Division B in the slaughter-house associated with a butcher's shop or small goods factory for more than 24 hours per week .. .. .	2 6 6
Employees who do slaughtering for 24 hours or less per week in a slaughter-house associated with a butcher's shop or small goods factory—	
Whilst employed on such work .. .. .	2 6 6
Whilst employed on other work—The margin prescribed for such work.	
Men employed principally on mixing machines and/or responsible for making of small goods .. .. .	2 4 0
Fillermen .. .. .	1 14 6
Small goods makers, butchers, small goods sellers from cart who collect cash, boners, salters, scalders, and cookers .. .. .	1 18 6
Packing-room hands .. .. .	1 8 6
Linkers and table hands .. .. .	1 7 6
All others .. .. .	1 1 0
<i>Division E.—Carters and Drivers (Not Elsewhere Included).</i>	
Drivers of Motor Vehicles—	
(i) Not exceeding 25 cwt. capacity .. .. .	1 6 0
(ii) Exceeding 25 cwt. capacity, but not exceeding 3 tons capacity .. .. .	1 10 0
(iii) Exceeding 3 tons capacity, but under 6 tons capacity .. .. .	1 13 0
(iv) For each complete ton over 5 tons an extra 1s. per week	
(v) Motor (not being a tractor) drawing trailer 1s. per day extra for each trailer	
Horse Drivers—	
(i) One horse .. .. .	1 1 0
(ii) Two horses .. .. .	1 6 0
(iii) Three horses .. .. .	1 9 0
(iv) Four horses .. .. .	1 11 0

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

L. V. MARCHESI, Acting Secretary

Melbourne, 5th December, 1951.



# VICTORIA GOVERNMENT GAZETTE.

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[1952

Factories and Shops Acts.

## DETERMINATION OF THE SHOPS BOARD No. 13 (FUEL AND FODDER—COUNTRY)

*NOTE.*—This Determination applies to the whole of the State *outside and excepting* the following parts of Victoria, namely:—The Metropolitan District as defined in the Factories and Shops Acts and the Orders in Council thereunder; the cities of Ballarat, Bendigo, Geelong, Geelong West, and Warrambool; the town of Newtown and Chilwell; and the boroughs of Eaglehawk and Sebastopol.

IN accordance with the provisions of the Factories and Shops Acts the Wages Board which since 24th December, 1940, has had the power "to determine the lowest prices or rates which may be paid to any person or persons or classes of persons—

- (a) employed in the business of a hay, corn, or chaff dealer;
  - (b) employed carting, cutting, or otherwise preparing firewood for sale or for use in some process, trade, business, or occupation;
  - (c) employed in connexion with the sale or distribution of wood, coal, or coke;
  - (d) employed in the process, trade, business or occupation of burning, grinding, grading, or distributing charcoal"—
- has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence in January, 1952, the last previous Determination of this Board shall be revoked and replaced by this Determination.

### Part 1.—Persons **OTHER THAN** those employed in the process, trade, business or occupation of burning, grinding, grading, or distributing charcoal.

IMPROVERS.			OTHER EMPLOYEES.					
Wages per Week of 40 Hours.			Wages per Week of 40 Hours.					
	Percent- age of Basic Wage.	s. d.	<i>Firewood Saw-mills, Mallee Roots, &amp;c.</i>					
Under 17 years of age .. 66 .. 131 6 17 years of age .. 77 .. 153 0 18 years of age .. 87 .. 173 0 19 years of age or over—the appropriate rate prescribed under the heading "other employees."			Benchmen at self-acting benches where not more than two persons are employed, viz., benchman and stacker .. .. . 224 0 Other benchmen .. .. . 219 0 Lumpers .. .. . 219 0 Trolley-men .. .. . 219 0 Skip loaders .. .. . 219 0 Truck loaders of wood 4 feet or over .. .. . 219 0 Wagon or dray loaders .. .. . 219 0 Block stackers .. .. . 213 0 Wood cutters using axe, power crosscut, circular saw, or other method .. 224 0 Carters driving one, two, or three horses .. .. . 224 0 And 6s. extra per week for every additional horse in excess of three. Drivers of motor vehicles having a carrying capacity— (a) not exceeding 25 cwt. .. .. . 218 0 (b) exceeding 25 cwt. but not exceeding 3 tons .. .. . 224 0 (c) exceeding 3 tons .. .. . 230 0 And if a trailer is attached to the vehicle—1s. 6d. per day extra. Persons engaged in raising, digging out, cleaning, trimming, or loading mallee roots on to vehicles .. .. . 220 0 All others .. .. . 211 0 Foreman—If any person employed in any of the above capacities has under his control five or more other workers he shall be regarded as a foreman, and paid 1s. per day above the ordinary rate.			<i>Gas Producer Units.</i>		
PROPORTION (BY ANY EMPLOYER).  One improver to the first three workers, receiving not less than 211s. per week of 40 hours, and thereafter one additional improver to every ten additional such workers.			The following provisions shall apply to drivers of vehicles fitted with Gas Producer Units:— (i) Driver of a motor vehicle fitted and operated with a charcoal gas producer unit for each day or portion thereof upon which he is called upon to drive such vehicle, 1s. extra. (ii) Such driver for each day or portion thereof upon which he is called upon to clean the hopper and/or final filter of such unit, 1s. extra.					

IMPROVERS	OTHER EMPLOYEES—(continued)	
Wages per Week of 40 Hours.	Wages per Week of 40 Hours.	
	<i>Hay, Corn, or Chaff Stores.</i>	
		<i>s. d.</i>
	Storeman in charge .. .. .	222 0
	Carters driving one, two, or three horses .. .. .	224 0
	And 6s. extra per week for every additional horse.	
	Drivers of motor vehicles having a carrying capacity—	
	(a) not exceeding 25 cwt. .. .. .	218 0
	(b) exceeding 25 cwt., but not exceeding 3 tons .. .. .	224 0
	(c) exceeding 3 tons .. .. .	230 0
	And if a trailer is attached to a vehicle—1s. 6d. per day extra.	
	All others .. .. .	216 0
	<i>Wood, Coal, or Coke Yards.</i>	
	Carters driving one, two, or three horses .. .. .	224 0
	And 6s. extra per week for every additional horse.	
	Drivers of motor vehicles having a carrying capacity—	
	(a) not exceeding 25 cwt. .. .. .	218 0
	(b) exceeding 25 cwt., but not exceeding 3 tons .. .. .	224 0
	(c) exceeding 3 tons .. .. .	230 0
	And if a trailer is attached to a vehicle—1s. 6d. per day extra.	
	All others .. .. .	215 0
	<i>Gas Producer Units.</i>	
	The following provisions shall apply to drivers of vehicles fitted with gas producer units:—	
	(i) Driver of a motor vehicle fitted and operated with a charcoal gas producer unit for each day or portion thereof upon which he is called upon to drive such vehicle, 1s. extra.	
	(ii) Such driver for each day or portion thereof upon which he is called upon to clean the hopper and/or final filter of such unit, 1s. extra.	

#### CONDITIONS OF EMPLOYMENT.

3. (i) Except as in this Determination otherwise provided, the ordinary weekly total of hours shall be 40 in number, all to be worked on days other than Sunday.

(ii) Such ordinary weekly total, at the option of the employer, may be spread over five or six days and shall be worked in one period occurring between 7.30 a.m. and 12.30 p.m. on Saturday and between 7.30 a.m. and 5.15 p.m. on other days, subject to the recognized meal hours or intervals and smoke-oh of ten minutes each morning and afternoon, but no other breaks imposed by the employer.

(iii) If a five-day week is worked the ordinary daily total of working hours shall be not more than 8, and if a six-day week is worked such total shall be not more than four on Saturday and not more than eight on any other day.

(iv) Smoke-ohs shall be counted as part of time worked.

#### OVERTIME, ETC.

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

(b) Horse drivers who, in excess of such weekly or daily total hours of work, are required to spend time in taking charge of teams at the yard, camp, or stable, or in returning teams thereto, shall be paid for such time at the ordinary rate.

(c) If an employee is required by his employer to be for any time anywhere only for the purposes of the employer in respect of the business in which the employee is employed, the employee shall be deemed to be on duty for the employer during such time and shall be paid at the appropriate prescribed rate (if any) for so much of such time as is spent in work, and at the ordinary minimum rate for so much of such time as is not so spent.

Provided that this clause shall not apply to any time spent by an employee in the course of going to or coming from any yard, camp, stable, depot or picking-up place of the employer, or in the course of going to a place of the employer, or in the course of going to a place of work for the purpose of starting work, or in the course of coming therefrom after ceasing work.

(d) Employees recalled to work after the expiration of their customary working time for the day, and after they have left work for the day, shall be paid at the least as for working two hours at one and a half times the prescribed rate.

#### TERMS OF ENGAGEMENT.

5. (a) Subject to exceptions and limitations hereinafter contained any employer shall have the option of engaging any employee either by the week or casually.

(b) (i) If the engagement is by the week it shall be for a continuous period of at least eight weeks, and thereafter shall be terminable on either side by a week's notice which may be made to expire at any time during a week of the employment. Provided that this clause shall not affect the employer's right to dismiss forthwith at any time an employee because of the latter's incompetence or misconduct, in which case the employee shall be entitled in respect of wages for the then current week's employment only to payment proportionate to the aggregate of time worked by him, and of such other previous time (if any) in that week as to which under this Determination no deduction from his week's wages is allowable.

(ii) An engagement shall be deemed to be and to continue casual unless the employer, at the commencement of the engagement or before any change by him of a casual engagement of the employee to one by the week, expressly notifies the employee that he is to be engaged by the week.

Employees on casual engagement shall be paid at the rate of time and a quarter.

(iii) The employer shall have the right to deduct payment for any day upon which the employee cannot be employed usefully because of any strike, or through any breakdown of machinery, or any stoppage of work, or any cause for which the employer cannot reasonably be held responsible.

(iv) No deduction shall be made from the wages of any employee, other than a pieceworker, unavoidably absent through illness for not more than 40 working hours in each year, i.e., 10 hours for each three months' service, commencing 1st December, 1942, provided he has submitted, within 48 hours of the commencement of such absence, satisfactory evidence to the employer or his representative that same was not the result of his own misconduct.

Provided that where, under any scheme of insurance or an accident relief or provident fund to secure the benefit of which the employer has paid the necessary premium, or under any Workers' Compensation Act, compensation becomes payable for any of such days of absence, the employer shall not be bound to pay more of such wage than is sufficient, with such compensation, to make up the full pay for any such days.

(c) If the full period of sick leave as prescribed in sub-clause (b) (iv) hereof is not taken in any year such portion as is not taken shall, provided an employee remains in the service of the one employer, or any successor of such employer, be cumulative from year to year. For the purposes of this sub-clause service prior to the 1st June, 1949, shall be disregarded.

## TIME WAGES.

6. Any person employed in a factory or shop on time wages for less than the number of hours fixed for an ordinary week's work shall be paid, for time worked up to one-half the number of hours fixed, at the ordinary wages rate with an addition of thirty-three and a third per centum. For time worked beyond the 20 hours aforesaid, he shall be paid the ordinary wages rate up to, but not exceeding the rate prescribed by this Determination for an ordinary week's work.

## CONTRACT WORK.

7. No person shall contract or enter into an agreement with any other person or persons to perform any work connected with the preparation of firewood for sale or for use in any trade or business at a lower rate or price than the appropriate wages rate or piecework price prescribed by this Determination.

## SUNDAYS AND HOLIDAYS.

8. (a) Except as herein provided otherwise, if an employee is required to work on a holiday or on a Sunday, he shall be paid at double the ordinary prescribed rate.

(b) If a casual employee desires to work on a holiday and with the consent of the employer does so work, he shall be paid therefor at the ordinary prescribed rate.

(c) In the case of any other employee, other than a pieceworker, engaged by the week no deduction shall be made from his wages for the week because of his not working on a holiday.

(d) The expression "holiday" means any of the following days:—Australia Day, New Year's Day, Good Friday, Easter Saturday, Easter Monday, Anzac Day, King's Birthday, Labour Day, Christmas Day, and Boxing Day.

## ANNUAL HOLIDAY.

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

(In his or her own interests each employer of labour should obtain a copy of the above Act which may be purchased from the Government Printer, Melbourne, at a cost of 1s., plus postage.)

## ALLOWANCES.

10. (a) An employee shall have the right to elect whether he shall travel each day to and from the job, or camp at such job. Having so elected, he shall be entitled to the special allowance where applicable, as provided in sub-clauses (b) and (c) hereof.

(b) Employees who, in order to be available for their work, have to live in a camp established either by the employer or employees for the purpose of enabling employees to be so available by living therein, shall be paid a camping allowance of 1s. for each day on which they are required to hold themselves, and do hold themselves available in the camp throughout the said day to serve the employer's purpose on that or any other day, whether or not work is done on the said day, but this clause shall not apply to any Sunday, unless the employee is required to work on that Sunday.

(c) An employee who finds it necessary to travel five miles or over to his place of employment shall, unless transport is provided by the employer free of cost to the employee, be paid a travelling allowance of 1s. per day.

## TIME RECORD.

11. (a) The employer shall keep a record of the names of the employees of such employer, and in respect of each such employee, a record from week to week of the periods, times, and class of work done, and the rates of wage and amounts of wages paid, and shall obtain from week to week the signature of each employee to such record.

(b) The secretary or duly accredited representative of the Federated Fodder and Fuel Trades' Industrial Union authorized in writing to that effect by such secretary shall be allowed, on any day coming two days after a pay day between 10 a.m. and noon, or at such other times as may be agreed upon, to inspect such records so far as may be reasonably necessary to obtain information therefrom relating to any member or members of the said union.

## WET WEATHER PROVISIONS.

12. (i) (a) In the event of rain being sufficiently heavy to justify a temporary cessation of work, such work shall cease forthwith and during the cessation of work employees shall hold themselves in readiness for work during ordinary working hours, and shall be paid for the actual time of waiting at ordinary time wages rates of pay.

(b) When weather conditions are suitable employees shall resume work immediately.

(ii) If the employer's representative considers the weather justifying the cessation of work is likely to continue for a lengthy period the payment, as set forth in sub-clause (i), may be discontinued, and employees shall not be bound to hold themselves in readiness for a resumption of work.

Provided that, for any day on which an employee is ready and willing to commence work, he shall be entitled to payment as though he had worked for a minimum of four hours.

(iii) The employer shall provide adequate and suitable shelter from the rain for the employee.

(iv) The employer shall provide adequate facilities for the employee to dry off his wet clothes.

## SPECIAL TREATMENT OF INJURED.

13. The employer, as soon as reasonably possible, shall supply means free of charge to convey to the nearest hospital or doctor any employee so seriously injured that it is not reasonably possible for such employee to travel independently of such conveyance.

## FIRST-AID AND MEDICAL OUTFIT.

14. The employer shall provide at every main place of employment a first-aid outfit. Such outfit shall consist of at least the following:—Boric acid, iodine, picric acid (bottle solution), 1-in. bandages, lint, cotton, triangle bandages, lysol, permanganate of potash, snake-bite scarifier, splints capable of being used in 12-in. lengths, and one pair of scissors.

## ACCOMPANYING SICK OR INJURED EMPLOYEES.

15. No employee suffering from illness or injury sustained on the job shall be permitted to leave the job unless accompanied or assisted by a sufficient number of employees, except in the case of his removal by ambulance, to his home or nearest hospital. All expenses incurred in such patient's removal shall be paid by the employer, and no employee assisting or accompanying an injured or sick person shall lose any wages by so doing.

## PIECEWORK.

16. A schedule of piecework prices (as shown hereunder) to be paid to any person for doing certain kinds of work has been fixed by the Board, and in addition to these prices, when required to do so, pieceworkers shall be paid three pence per ton extra to stack tops, or five pence per ton extra to stack and burn tops.

PIECEWORK PRICES.

Firewood Saw-mills, Mallee Roots, &c.

CUTTING AND STACKING OR CUTTING AND LOADING ON TO VEHICLES—

	By Ton Measurement of 50 Cubic Feet.	Per Standard I.B. Truck Loaded to Water Level i.e., 8 Tons Measurement or 400 Cubic Feet.
<b>6-ft. rate i.e., 6-ft. or over—</b>		
Grey Box, Yellow Box, Murray Box, Belar, Buloke or Sheoke .. ..	s. d. 11 7	s. d. 90 2
Red Box, Iron Bark or Red Gum .. ..	10 5	84 7
Ti-tree or Mallee Scrub .. ..	14 8	..
Common Wood, i.e., all other than those specified above .. ..	9 1	70 8
<b>5-ft. rate i.e., 5-ft. and up to, but not including 6-ft.—</b>		
Grey Box, Yellow Box, Murray Box, Belar, Buloke or Sheoke .. ..	s. d. 12 4	s. d. 160 5
Red Box, Iron Bark or Red Gum .. ..	12 4	160 5
Ti-tree or Mallee Scrub .. ..	15 1	..
Common Wood, i.e., all other than those specified above .. ..	10 2	132 8
<b>4-ft. rate i.e., 4-ft. and up to, but not including 5-ft.—</b>		
Grey Box, Yellow Box, Murray Box, Belar, Buloke or Sheoke .. ..	s. d. 12 7	s. d. 165 11
Red Box, Iron Bark or Red Gum .. ..	12 7	165 11
Ti-tree or Mallee Scrub .. ..	14 8	..
Common Wood, i.e., all other than those specified above .. ..	10 5	138 2
<b>3-ft. rate i.e., 3-ft. and up to, but not including 4-ft.—</b>		
Grey Box, Yellow Box, Murray Box, Belar, Buloke or Sheoke .. ..	s. d. 14 8	s. d. 117 6
Red Box, Iron Bark or Red Gum .. ..	14 8	117 6
Ti-tree or Mallee Scrub .. ..	14 8	..
Common Wood, i.e., all other than those specified above .. ..	13 2	105 2
<b>2-ft. rate i.e., 2-ft. and up to, but not including 3-ft.—</b>		
Grey Box, Yellow Box, Murray Box, Belar, Buloke or Sheoke .. ..	s. d. 17 1	s. d. 137 1
Red Box, Iron Bark or Red Gum .. ..	17 1	137 1
Ti-tree or Mallee Scrub .. ..	14 8	..
Common Wood, i.e., all other than those specified above .. ..	14 8	117 6

Notes.—(i) When the cutter is engaged it shall be mutually agreed where the wood is to be stacked for measurement, i.e., at the stump, on the vehicle, or at the place of delivery.

(ii) When wood is cut and not stacked 1s. 6d. per ton less than the above rates.

(iii) Stackers (other than wood cutters) stacking wood in not less than 15 ton lots shall be paid 3s. per ton.

LOADING VEHICLES .. .. 14s. 3d. per truck (Standard I.B.).

LOADING AND STACKING BLOCKS—

If taken off ground within 15 feet of rails and placed in Standard I.B. truck.. 16s. per truck (Standard I.B.).

TROLLEYING FROM STACK TO BENCH .. .. 12s. 4d. per truck (Standard I.B.).

TRUCK LOADING—

Wood, 4 feet to 6 feet inclusive .. .. 16s. per truck (Standard I.B.) loaded to 5 feet.

STACKING WOOD 6 FEET OR OVER ON END—

Taken from vehicles .. .. 7s. 4d. per truck (Standard I.B.).



**MILLING (OTHER THAN BY SELF-ACTING BENCH)—**

The rate for milling (other than by self-acting bench) shall be 40s. 10d. per truck for 1-ft. wood and 49s. per truck for 9-inch wood which may be divided as follows:—

Where four men are employed—

	Cutting 1-ft. wood.	Cutting 9-in. wood.
Benching .. .. .	10s. 7d. per truck (Standard I.B.).	13s. 6d. per truck (Standard I.B.).
Lumping .. .. .	10s. 1d. " " "	11s. 10d. " " "
Handing up .. .. .	10s. 1d. " " "	11s. 10d. " " "
Stacking .. .. .	10s. 1d. " " "	11s. 10d. " " "

Benchman to sharpen saws also.  
Lumper, hander-up, and stacker to clean up also.

Where three men are employed—

Benching and handing up .. .. .	14s. 2d. per truck (Standard I.B.).	16s. 10d. per truck (Standard I.B.).
Lumping and handing up .. .. .	13s. 4d. " " "	16s. 1d. " " "
Stacking .. .. .	13s. 4d. " " "	16s. 1d. " " "

Benchman to sharpen saws also.  
Lumper and stacker to clean up also.

Where two men are employed .. each 20s. 5d. " " 24s. 6d. " " "

These men also to sharpen saws and clean up.

**MILLING BY SELF-ACTING BENCH—**

The rate for milling by self acting bench shall be 36s. 8d. per truck for 1-foot wood and 44s. 1d. per truck for 9-inch wood which may be divided as follows:—

Where three men are employed—

	Cutting 1-ft. wood.	Cutting 9-in. wood.
Benching .. .. .	13s. 0d. per truck (Standard I.B.).	15s. 5d. per truck (Standard I.B.).
Lumping .. .. .	11s. 10d. " " "	14s. 4d. " " "
Stacking .. .. .	11s. 10d. " " "	14s. 4d. " " "

Benchman to sharpen saws also.  
Lumper and stacker also to clean up.

Where two men are employed—

Benching and lumping .. .. .	19s. 7d. " " "	24s. 1d. " " "
Stacking .. .. .	17s. 1d. " " "	20s. 0d. " " "

Benchman to sharpen saws also.  
Stacker to clean up also.

Where one man is employed .. .. . 36s. 8d. " " 44s. 1d. " " "

This man also to sharpen saws and clean up.

**MALLEE ROOTS—**

	By Weight.		By Measurement.	
	per ton.		per ton.	
	s.	d.	s.	d.
(a) Raising or digging out .. .. .	11	7	8	8
(b) Cleaning or trimming .. .. .	11	7	8	8
(c) Loading on to vehicles .. .. .	6	8	4	11

**Part 2.—Persons employed in the process, trade, business or occupation of burning, grinding, grading, or distributing charcoal.**

17. IMPROVERS.			OTHER EMPLOYEES.	
Wages per Week of 40 Hours.			Wages per Week of 40 Hours.	
	Percent- age of Basic Wage.	s. d.		
Under 17 years of age	66	131 6	Wood cutters, using axe, power crosscut, circular saw, or other method .. 224 0	
17 years of age	77	153 0	Carters driving one, two, or three horses .. 224 0	
18 years of age	92	183 0	And 6s. extra per week for every additional horse in excess of three.	
19 years of age or over—the appropriate rate prescribed under the heading "other employees."			Drivers of motor vehicles having a carrying capacity—	
			(a) not exceeding 25 cwt. .. 218 0	
			(b) exceeding 25 cwt. but not exceeding 3 tons .. 224 0	
			(c) exceeding 3 tons but not exceeding 6 tons .. 230 0	
			(d) Further tonnage—for each complete ton over 5, an extra 1s. per week.	
			And if a trailer is attached to the vehicle—1s. 6d. per day extra.	
			<i>Gas Producer Units.</i>	
			The following provision shall apply to drivers of vehicles fitted with gas producer units—	
			(i) Driver of a motor vehicle fitted and operated with a charcoal gas producer unit for each day or portion thereof upon which he is called upon to drive such vehicle, 1s. extra.	
			(ii) Such driver for each day or portion thereof upon which he is called upon to clean the hopper and/or final filter of such unit, 1s. extra.	
			Charcoal burning by retorts, metal or brick kilns, or pits—	
			(a) Operator in charge of plant .. 239 0	
			(b) All other employees, including persons employed in emptying, bagging, sewing, stacking, or loading .. 229 0	
			Grinding or grading charcoal—	
			(a) Attendant in charge of plant—	
			(i) With four or more persons under his supervision .. 249 0	
			(ii) With three or fewer persons under his supervision .. 245 0	
			(b) All other persons, including those engaged in grinding, grading, or bagging charcoal or sewing bags .. 239 0	

**PROPORTION (BY ANY EMPLOYER).**  
One improver to the first three workers, receiving not less than 224s. per week of 40 hours and thereafter one additional improver to every ten additional such workers.

**NOTE.**—The Board determines that no person shall be employed as an apprentice.

## CONDITIONS OF EMPLOYMENT.

18. (i) Except as in this Determination otherwise provided, the ordinary weekly total of hours shall be 40 in number, all to be worked on days other than Sunday.

(ii) (a) Such ordinary weekly total, at the option of the employer, may be spread over five or six days and, except on shift work, shall be worked in one period occurring between 7.30 a.m. and 12.30 p.m. on Saturday and between 7.30 a.m. and 5.15 p.m. on other days, subject to the recognized meal hours or intervals and smoke-oh of ten minutes each morning and afternoon, but no other breaks imposed by the employer.

(b) If a five-day week is worked the ordinary daily total of working hours shall be not more than 8, and if a six-day week is worked such total shall be not more than four on Saturday and not more than eight on any other day.

(iii) The employer may require employees to work such ordinary weekly total on a shift or relay, being one of either two or three shifts or relays worked in the 24 hours, but subject only to the following conditions:—

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

(b) In each shift during which the employee does not receive the same amount of time for a meal interval or smoke-oh as that which day workers receive under this Determination he shall be paid at ordinary rates for twenty minutes' crib time and two smoke-ohs of ten minutes each.

(c) Where a shift comprises within its period any time between 7 p.m. and 6 a.m. the whole of the time worked during the shift shall be paid for at ordinary rate plus  $7\frac{1}{2}$  per cent.

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

(iv) Smoke-ohs shall be counted as part of time worked.

## OVERTIME, ETC.

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

(b) Horse drivers who, in excess of such weekly or daily total hours of work, are required to spend time in taking charge of teams at the yard, camp, or stable, or in returning teams thereto, shall be paid for such time at the ordinary rate.

(c) If an employee is required by his employer to be for any time anywhere only for the purposes of the employer in respect of the business in which the employee is employed, the employee shall be deemed to be on duty for the employer during such time, and shall be paid at the appropriate prescribed rate (if any) for so much of such time as is spent in work, and at the ordinary minimum rate for so much of such time as is not so spent.

Provided that this clause shall not apply to any time spent by an employee in the course of going to or coming from any yard, camp, stable, depot or picking-up place of the employer, or in the course of going to a place of the employer, or in the course of going to a place of work for the purpose of starting work, or in the course of coming therefrom after ceasing work.

(d) Employees recalled to work after the expiration of their customary working time for the day, and after they have left work for the day, shall be paid at the least as for working two hours at one and a half times the prescribed rate.

## TERMS OF ENGAGEMENT.

20. (a) Subject to exceptions and limitations hereinafter contained any employer shall have the option of engaging any employee either by the week or casually.

(b) (i) If the engagement is by the week it shall be for a continuous period of at least eight weeks, and thereafter shall be terminable on either side by a week's notice which may be made to expire at any time during a week of the employment. Provided that this clause shall not affect the employer's right to dismiss forthwith at any time an employee because of the latter's incompetence or misconduct, in which case the employee shall be entitled in respect of wages for the then current week's employment, only to payment proportionate to the aggregate of time worked by him, and of such other previous time (if any) in that week as to which under this Determination no deduction from his week's wages is allowable.

(ii) An engagement shall be deemed to be and to continue casual unless the employer, at the commencement of the engagement or before any change by him of a casual engagement of the employee to one by the week, expressly notifies the employee that he is to be engaged by the week.

Employees on casual engagement shall be paid at the rate of time and a quarter.

(iii) The employer shall have the right to deduct payment for any day upon which the employee cannot be employed usefully because of any strike, or through any breakdown of machinery, or any stoppage of work, or any cause for which the employer cannot reasonably be held responsible.

(iv) No deduction shall be made from the wages of any employee unavoidably absent through illness for not more than 40 working hours in each year, i.e., 10 hours for each three months' service, commencing 1st December, 1941, provided he has submitted, within 48 hours of the commencement of such absence, satisfactory evidence to the employer or his representative that same was not the result of his own misconduct.

Provided that where, under any scheme of insurance or an accident relief or provident fund to secure the benefit of which the employer has paid the necessary premium, or under any Workers' Compensation Act, compensation becomes payable for any of such days of absence, the employer shall not be bound to pay more of such wage than is sufficient, with such compensation, to make up the full pay for any such days.

(c) If the full period of sick leave as prescribed in sub-clause (b) (iv) hereof is not taken in any year such portion as is not taken shall, provided an employee remains in the service of the one employer, or any successor of such employer, be cumulative from year to year. For the purposes of this sub-clause service prior to the 1st June, 1949, shall be disregarded.

## SUNDAYS AND HOLIDAYS.

21. (a) Except as herein provided otherwise, if an employee is required to work on a holiday or on a Sunday, he shall be paid at double the ordinary prescribed rate.

(b) If a casual employee desires to work on a holiday and with the consent of the employer does so work, he shall be paid therefor at the ordinary prescribed rate.

(c) In the case of any other employee engaged by the week no deduction shall be made from his wages for the week because of his not working on a holiday.

(d) The expression "holiday" means any of the following days:—Australia Day, New Year's Day, Good Friday, Easter Saturday, Easter Monday, Anzac Day, King's Birthday, Labour Day, Christmas Day, and Boxing Day.

## ANNUAL HOLIDAY.

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

(In his or her own interests each employer of labour should obtain a copy of the above Act which may be purchased from the Government Printer, Melbourne, at a cost of 1s., plus postage.)

**ALLOWANCES.**

23. Employees who, in order to be available for their work, have to live in a camp established either by the employer or employees for the purpose of enabling employees to be so available by living therein, shall be paid a camping allowance of 1s. for each day on which they are required to hold themselves, and do hold themselves available in the camp throughout the said day to serve the employer's purpose on that or any other day, whether or not work is done on the said day, but this clause shall not apply to any Sunday, unless the employee is required to work on that Sunday.

**WASHING FACILITIES.**

24. Each employer shall provide for all the employees suitable washing troughs or other conveniences, which shall be approved by the Secretary for Labour or his Inspector.

**TIME RECORD.**

25. (a) The employer shall keep a record of the names of the employees of such employer, and in respect of each such employee, a record from week to week of the periods, times and class of work done, and the rates of wage and amounts of wages paid, and shall obtain from week to week the signature of each employee to such record.

(b) The secretary or duly accredited representative of the Federated Fodder and Fuel Trades Industrial Union authorized in writing to that effect by such secretary shall be allowed, on any day coming two days after a pay day between 10 a.m. and noon, or at such other times as may be agreed upon, to inspect such records so far as may be reasonably necessary to obtain information therefrom relating to any member or members of the said union.

**WET WEATHER PROVISIONS.**

26. (i) (a) In the event of rain being sufficiently heavy to justify a temporary cessation of work, such work shall cease forthwith and during the cessation of work employees shall hold themselves in readiness for work during ordinary working hours, and shall be paid for the actual time of waiting at ordinary time wages rates of pay.

(b) When weather conditions are suitable employees shall resume work immediately.

(ii) If the employer's representative considers the weather justifying the cessation of work is likely to continue for a lengthy period the payment, as set forth in sub-clause (i), may be discontinued, and employees shall not be bound to hold themselves in readiness for a resumption of work.

Provided that, for any day on which an employee is ready and willing to commence work, he shall be entitled to payment as though he had worked for a minimum of four hours.

(iii) The employer shall provide adequate and suitable shelter from the rain for the employee.

(iv) The employer shall provide adequate facilities for the employee to dry off his wet clothes.

**SPECIAL TREATMENT OF INJURED.**

27. The employer, as soon as reasonably possible, shall supply means free of charge to convey to the nearest hospital or doctor any employee so seriously injured that it is not reasonably possible for such employee to travel independently of such conveyance.

**FIRST-AID AND MEDICAL OUTFIT.**

28. The employer shall provide at every main place of employment a first-aid outfit. Such outfit shall consist of at least the following:—Boric acid, iodine picro acid (bottle solution), 1-in. bandages, lint, cotton, triangle bandages, lysol, permanganate of potash, snake-bite scarifier, splints capable of being used in 12-in. lengths, and one pair of scissors.

**SHELTER.**

29. The employer shall provide adequate and suitable shelter, with seating accommodation for employees.

**SANITATION.**

30. In every camp where the pan system is not in use, the employer shall instal sanitary conveniences, and provide attention hereto. Where no camp is established, practicable and reasonable temporary provision shall be made by the employer.

**ACCOMPANYING SICK OR INJURED EMPLOYEES.**

31. No employee suffering from illness or injury sustained on the job shall be permitted to leave the job unless accompanied or assisted by a sufficient number of employees, except in the case of his removal by ambulance, to his home or nearest hospital. All expenses incurred in such patient's removal shall be paid by the employer, and no employee assisting or accompanying an injured or sick person shall lose any wages by so doing.

**CHARCOAL BURNING.**

32. (i) The lowest prices to be paid to any person employed burning charcoal from wood which has to be transported not more than half a mile to the retort or kiln in which it is to be burned shall be those prescribed in the following schedule, viz:—

	Price per Ton of Charcoal.	
	(a) Where more than 50 per cent. of the wood used has to be felled.	(b) In circumstances other than (a).
	s. d.	s. d.
Grey box, red box, red gum, or ironbark .. .. .	102 0	93 2
Any other variety of wood .. .. .	110 3	97 6

The above prices shall include all necessary cutting, cartage to the retort or kiln, filling and sewing of bags, and the adequate provision by the employee of food for any horse which is being used in connexion with the work.

(ii) If the wood to be burned is situated more than half a mile from the retort or kiln, 2s. 6d. extra per ton of charcoal shall be paid for each extra half mile or portion thereof.

(iii) The employer shall supply, free of charge, all tools, vehicles, and equipment necessary.

**Part 3.—All persons to whom this Determination applies.**

**PERIODICAL ADJUSTMENT OF WAGES.**

33. The wages rates for adults set out in clauses 2 and 17 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 and the weekly earnings of pieceworkers shall be automatically adjusted as prescribed by clause 34.

Provided that, where a pieceworker works less than 40 hours in any week, the sum to be added to or subtracted from his earnings shall be varied proportionately.

**Basic Wage.**

Place.	Basic Wage Adjustable.	Index Number Set Assigned.
	<i>£ s. d.</i>	
Within the area to which this Determination applies .. .. .	9 19 0	Melbourne

**ADJUSTMENT OF BASIC WAGE.**

34. (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, 1952, the amount of the basic wage shall be as prescribed in clause 33.

(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 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.

(d) The wages of improvers shall be the appropriate percentages as set out in clauses 2 and 17; such wages shall be calculated to the nearest 6d., half or less than half of 6d. to be disregarded.

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

L. V. MARCHESI, Acting Secretary.

Melbourne, 12th December, 1951.