



VICTORIA GOVERNMENT GAZETTE.

Published by Authority.

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No. 256]

THURSDAY, MARCH 6.

[1952

Factories and Shops Acts.

DETERMINATION OF A WAGES BOARD ADJUSTED PURSUANT TO SECTION 21 OF THE FACTORIES AND SHOPS ACT 1934 (No. 4275).

I, Raymond Henry Beers, Secretary for Labour, in pursuance of the powers conferred by the Factories and Shops Acts, hereby make and issue the following adjusted Determination of the Wages Board referred to hereunder showing adjusted rates and prices to operate from the beginning of the first pay period to commence in February, 1952.

Dated at Melbourne, this
26th day of February, 1952.

RAY H. BEERS,
Secretary for Labour.

GENERAL BOARD.

(Toys Section.)

Clause 2 of the Determination for this Section published in *Government Gazette* No. 148 of the 9th February, 1951, shall be replaced by the following clause:—

2.

WAGES PER WEEK OF 40 HOURS.

(a) IMPROVERS.				(b) ADULTS.				
Males.			Females.			Males.		
	Percentage of Basic Wage.	s. d.		Percentage of Female Basic Wage.	s. d.		s. d.	
1st year's experience	22	46 0	1st six months' experience ..	29	45 6	Designers 232 0	
2nd "	31	65 0	2nd "	38	59 6	Cutters-out 219 0	
3rd "	42	88 0	3rd "	43	67 6	Fillers and/or stuffers	.. 216 0	
4th "	57	119 0	4th "	52	81 6	All others 212 0	
5th "	73	152 6	5th "	57	89 0			
6th "	84	175 6	6th "	66	103 6	<i>Females.</i>		
7th "	90	188 0	7th "	72	112 6	Designers 170 3	
			8th "	83	130 0	Cutters-out 156 6	
			9th "	89	139 6	Machinists 156 6	
			10th "	95	148 6	Fillers and/or stuffers	.. 156 6	
						All others 156 6	

and thereafter the rate prescribed for adults.

NOTE.—The rates prescribed for improvers shall apply only to such employees as are under 21 years of age, or who, being over 21 years of age, are the holders of improvers' licences.

PROPORTION (IN ANY PLACE).

Males.

- (a) Where no adult male is employed—one male improver.
(b) Elsewhere—two male improvers to the first adult male employed and thereafter one male improver to each adult male.

Females.

Two female improvers to each female worker receiving not less than the minimum rate prescribed for adult females.

Notwithstanding anything contained in this Determination, any person who on 26th September, 1938, was employed in the industry and whose engagement or continued employment as an improver is forbidden by this Determination, shall be entitled to be employed and shall be paid the scale of wages prescribed for an improver of like experience.

Clauses, other than clause 2, of the said Determination for this Section as amended on the 16th February, 1951, shall remain in force.

By Authority: J. J. GOURLEY, Government Printer, Melbourne.





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No. 257]

THURSDAY, MARCH 6.

[1952

Factories and Shops Acts.

DETERMINATION OF THE HOTEL AND RESTAURANT BOARD.

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

NOTE.—On the 6th May, 1940, the following trade was proclaimed an Apprenticeship Trade as carried on in the Metropolitan District.

Cooking in hotels, clubs, restaurants, eating houses, coffee palaces in which three or more adults are permanently employed in the kitchen.

Full particulars of the Apprenticeship Regulations for this trade may be obtained on application to the Secretary, Apprenticeship Commission, 103 Russell Street, Melbourne.

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—

(a) employed in a restaurant, coffee palace, hotel, eating-house, or any premises for which an Australian wine licence or billiard table licence is in force or which are occupied as a club, but not including persons subject to the jurisdiction of any other Board heretofore appointed;

(b) employed in the business of a caterer;

(c) employed in connexion with the sale of aerated waters, fruit juice drinks, cordials, coffee, chocolate, cocoa, milk, or any other non-intoxicating beverage whatsoever consumed on the premises;

(d) employed whole or part time selling confectionery, or pastry in any place in which the business of a restaurant is carried on—

has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence in February, 1952, the last previous Determination of this Board shall be revoked and replaced by this Determination.

HOTELS AND WINE SALOONS.

2.

APPRENTICES AND IMPROVERS.

	Wages (see below for Deductions where Board or Lodging is Provided).				PROPORTION (IN ANY PLACE). MALES OR FEMALES. <i>Apprentices.</i> One apprentice to every three or fraction of three workers receiving not less than the minimum wage. <i>Improvers.</i> 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.
	Within a radius of 25 miles of the General Post Office, Melbourne, within a radius of 5 miles of the principal Post Office at Geelong, and in the City of Mildura.		In all other parts of Victoria.		
	Males.	Females.	Males.	Females.	
	Per Week of 40 hours.		Per Week of 40 hours.		
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	
17 years of age	100 0	..	99 0	..	
18 years of age	126 0	101 0	124 6	101 0	
19 years of age	158 6	117 0	156 6	115 6	
20 years of age	191 0	133 6	188 6	131 6	

Junior males over the age of 19 years may be employed in the bar and the maximum number shall be one to every three adults of the bar staff receiving the minimum weekly rate prescribed by clause 2 hereof.

HOTELS AND WINE SALOONS—continued.

OTHER EMPLOYEES.

	Wages (see below for Deductions where Board or Lodging is Provided).			
	Within a radius of 25 miles of the General Post Office, Melbourne, within a radius of 5 miles of the principal Post Office at Geelong, and in the City of Mildura.		In all other parts of Victoria.	
	Males.	Females.	Males.	Females.
	Per Week of 40 Hours.	Per Week of 40 Hours.	Per Week of 40 Hours.	Per Week of 40 Hours.
PART I.				
Barman	s. d. 239 0	s. d. ..	s. d. 236 0	s. d. ..
Cellarman	251 0	..	248 0	..
Assistant Cellarman	239 0	..	236 0	..
Barmaids	239 0	..	236 0
PART II.				
First cook where number of persons employed in kitchen is—				
Eight or more	279 0	226 6	276 0	225 3
Five, six, or seven	269 0	216 6	266 0	215 3
Three or four	251 0	198 6	248 0	197 3
Other first cooks, or cook employed alone	245 0	192 6	242 0	191 3
Second cook where number of persons employed in kitchen is—				
Eight or more	261 6	209 0	258 6	207 9
Five, six, or seven	251 6	199 0	248 6	197 9
Other second cooks	239 0	190 6	236 0	189 3
Night or relieving cook where number of persons employed in kitchen is—				
Eight or more	261 6	209 0	258 6	207 9
Five, six, or seven	251 6	199 0	248 6	197 9
Other night or relieving cooks	239 0	186 6	236 0	185 3
Larder cook	242 0	189 6	239 0	188 3
Pastrycook	245 0	192 6	242 0	191 3
Stove, grill, fish, third or breakfast cook	239 0	186 6	236 0	185 3
Vegetable or assistant cook	236 0	183 6	233 0	182 3
Oysterman	229 0	..	226 0	..
Pantryman or kitchenman	229 0	..	226 0	..
Storeman	236 0	..	233 0	..
Head waiter	239 0	..	236 0	..
Other waiters (Drink and/or food)	229 0	..	226 0	..
Night porter	229 0	..	226 0	..
Day porter	229 0	..	226 0	..
Billiard-room attendant	229 0	..	226 0	..
Commissionaire or messenger	229 0	170 6	226 0	169 3
Housekeeper, stewardess, or manageress	186 6	..	185 3
Laundress	174 6	..	173 3
Head waitress	176 6	..	175 3
Other waitresses	170 6	..	169 3
Pantrymaid or kitchenmaid	170 6	..	169 3
Housemaid	170 6	..	169 3
Persons not otherwise provided for	229 0	170 6	226 0	169 3
Midday waitress or midday kitchenmaid or pantrymaid (employed only between 11.40 a.m. and 3 p.m.)	Per week of 20 hours 105 0	..	Per week of 20 hours 104 6

NOTE.—A copy of this Determination shall be displayed at or near the entrance of every establishment where the Determination of this Wages Board applies.

Under the provisions of Section 7 of the Factories and Shops Act 1936 (No. 4481) every employer of any employee in any hotel is required to keep a time-book in the prescribed form wherein each employee shall enter daily a record of the hours worked.

BOARD AND LODGING.

3. (a) Where board and residence is made available to employees the employer shall have the right to deduct from the pay of any employee residing on the premises an amount of 4s. per week.

(b) In the case of employees who do not reside on the employer's premises a deduction at the rate of 1s. 9d. for each meal supplied during the employee's spread of working hours may be deducted by the employer.

(c) Junior employees 18 years of age and over shall be subject to a deduction of 30s. per week for board.

TERMS OF ENGAGEMENT.

4. All employees (other than casual employees), shall be engaged by the week, and shall be paid weekly. Two days' notice shall be given by the employer or employee to terminate employment, or in lieu of such notice two days' wages shall be paid by the employer or forfeited by the employee, except in the case of misconduct by an employer. If an employer dismisses an employee without notice for any cause other than misconduct, he shall pay the employee two days' wages in lieu of notice. Provided that no employee shall be dismissed without notice for sickness, accident or other reasonable cause, if he informs his employer by 9 a.m. on any day, of his inability to take up his duty on that day, and also before that hour informs his employer of his whereabouts, and the reason for his absence. When notice of termination of service has been given, employees shall be paid within 24 hours from the expiry of such notice.

CASUAL WORK.

5. (a) "Casual employee" in this industry shall mean and be deemed to be any employee engaged for a less period than a working week of 40 hours on the class of employment for which the casual is employed. Casual work shall be paid for at the rate of 50 per cent. in advance of one-fortieth of the weekly rate prescribed in clause 2 hereof in respect of the position for which the worker is casually employed with a minimum of ten shillings for males and females in Part 1 and ten shillings for males and seven shillings for females in Part 2 for each engagement.

(b) All fares in excess of 3d. reasonably incurred in travelling to the place of work for the purpose of doing the work or in travelling from such place after doing the work in due course shall be paid by the employer.

(c) "Engagement" for the purposes of this clause shall be deemed to mean the period or periods for which the employer notifies the employee that he or she is so required to attend on any one day.

HOURS OF WORK.

6. (a) The hours of work of all employees engaged on weekly hiring in Part 1 shall be 40 per week to be worked within a spread of 9 hours per day from starting time, inclusive of meal breaks. Each employee shall be entitled to a full day off each week between Monday to Saturday inclusive in addition to Sunday.

(b) The hours of work of all employees engaged on weekly hiring in Part 2 shall be 40 per week to be worked within a spread of 12 hours per day from starting time inclusive of meal breaks. Each employee shall be entitled to a full day off each week.

(c) Two weeks' notice of such rostered day off shall be given but the day may be changed by mutual consent at any time or by absence through sickness or other circumstances over which the employer has no control.

(d) An employee shall not be required to take his rostered day-off on a holiday prescribed by this Determination.

(e) An employee in Part 1 who is required to work between the hours of 6.30 p.m. and 10 p.m. on any day Monday to Friday inclusive shall be paid an extra rate of 1s. 6d. per day.

DEFINITIONS.

7. "Barman" or "barmaid" shall mean any person usually employed for more than two hours in any one day or night in the sale of liquor over the public bar; the saloon, private or parlour bar; the lounge bar; the bar used to service a beer garden; and the bottle department of any hotel or wine saloon.

"Cellarman" shall mean in an hotel any person employed in charge of, responsible for, and/or substantially engaged in looking after the contents of a cellar.

"Assistant Cellarman" shall mean in an hotel any employee who is substantially engaged as an assistant to the cellarman in looking after the contents of a cellar.

"Spread of Hours" means the period of time elapsing from the time an employee commences duty to the time he ceases duty.

TRAVELLING FACILITIES.

8. Where an employee is detained at work until it is too late to travel by the last train, tram, vessel or other regular conveyance to his or her usual place of residence, the employer shall either provide proper conveyance or private accommodation for the night free of charge.

MIXED FUNCTIONS.

9. (a) 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.

(b) A higher paid employee, shall, when necessary, temporarily relieve a lower paid employee without loss of pay.

TIME BOOK.

10. The time book or other record shall be in the form prescribed under Section 7 of the *Factories and Shops Act No. 4461*, and shall be accessible to the Secretary of the Union at reasonable times.

PAYMENT OF WAGES.

11. All wages, including overtime, shall be paid by Thursday in each week or such other day as may be mutually agreed upon by an employer and his employees. Employees whose weekly holiday falls on pay day shall be paid their wages if they so desire prior to going off duty on the day prior to their day off. Employees who are paid their wages at any time other than during their working time, shall, if kept waiting more than fifteen minutes, be paid at overtime rates for all such waiting time.

EMPLOYEES ASSISTING IN BAR.

12. In any hotel where there are more than two persons regularly employed in the sale of liquor over the bar a male employee assisting in such sale for any period shall be paid the rate of wages prescribed for a barman.

HOLIDAYS.

13. Employees shall be entitled to the following public holidays without loss of pay as regards employees on weekly hiring:—New Year's Day, Australia Day, Good Friday, Easter Monday, King's Birthday, Labour Day, Union Picnic Day, Anzac Day, Christmas Day and Boxing Day, or such other day as is generally observed in the locality as a substitute for any of the said days respectively.

ANNUAL HOLIDAYS.

14. 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.

OVERTIME, HOLIDAY AND PENALTY RATES.

15. *Overtime*.—All time worked in excess of 8 hours per day Monday to Friday inclusive or 40 hours per week or outside the spread of hours prescribed by clause 6 of this Determination shall be paid for at the rate of time and a half.

Saturday.—All time worked on a Saturday shall be paid for at the rate of time and a half.

Sunday.—All time worked on a Sunday by employees in Part 1 shall be paid for at the rate of double time and all time worked on a Sunday by employees in Part 2 shall be paid for at the rate of time and a half.

Holiday.—All time worked on a holiday shall be paid for at the rate of double time.

Employee's Day-off.—An employee required to work on his or her rostered day off shall be paid at the rate of double ordinary time.

Compulsory Overtime.—An employer may require an employee to work reasonable overtime at overtime rates and such employee shall work overtime in accordance with such requirements.

SICK LEAVE.

16. (a) Any employee, other than a casual, who has been in the service of the same employer continuously, shall be allowed one week's sick leave on full pay annually. Such sick leave shall be inoperative for the first three months of employment. On completion of three months and up to six months of employment, three days' sick leave on full pay shall be allowed. After six months' service the full period of one week on full pay shall be operative; provided that not more than one week shall be allowed for each year of service.

(b) Provided further that any claim made for sick leave shall be supported by evidence satisfactory to the employer that the employee is unable to work because of personal ill-health; but in the event of a continuous period of six days' sick leave being required a medical certificate shall be furnished, the cost of such certificate to be borne by the employer.

(c) Any employer taking over a business shall be responsible for all sick leave covered by the period of employment of each employee who was employed by an immediate predecessor in the business.

(d) Sick leave shall accumulate for a period of three years.

BREAKAGES.

17. An employer shall not charge a sum against nor deduct any sum from the wages of an employee in respect of breakages of crockery or other utensils except in the case of wilful misconduct.

UNION OFFICIALS.

18. The Secretary and accredited officers of the Federated Liquor and Allied Trades Employees' Union of Australasia shall have the right to enter the premises of an employer at a convenient time for the purposes of interviewing members of the Union.

ACCOMMODATION AND MISCELLANEOUS PROVISIONS.

19. An employer shall provide a dressing-room adequately lighted and ventilated with suitable floor covering and floor space to be sufficiently roomy to accommodate all employees likely to use it at the one time; sufficient seating accommodation and lounge or settee and stool or vermin-proof lockers; adjacent thereto wash basin with hot and cold water and toilets for staff use. The provisions of this clause shall not apply to wine saloons.

(*Note*.—Any employer who is unable to provide the facilities herein stated may make application to the Chief Inspector of Factories for exemption from this clause of the Determination.)

FIRST-AID KIT.

20. A first-aid kit shall be provided and maintained by the employer for use on the premises.

UNIFORMS.

21. (i) Where special uniforms, including white coats and/or other uniform types of dress are required to be worn, they shall be supplied and laundered at the employer's expense and shall be and remain the property of the employer.

(ii) Ordinary white aprons, cuffs, collars, caps or facings usually worn by female employees shall either be laundered at the employer's expense or at the option of the employer, the employee shall be paid 3s. per week in addition to her weekly wage.

NOTE.—Attention is drawn to the employment of females as barmaids in hotels pursuant to National Security (Employment of Women) Regulations.

The Women's Employment Board on 8th September, 1942, on the application of the United Licensed Victuallers Association (Victorian Branch) approved and laid down the conditions in respect to the employment of females not under 35 years of age as barmaids in hotels.

Extracts of the decisions of the Board are given herein:—

That females may be employed on the said work.

That the hours during which females may be employed on such work shall be 10 a.m. to 6 p.m. six days per week but in no event shall the total hours per week exceed 40.

That there shall be no period of probation.

That this decision shall bind the applicant and the Federated Liquor and Allied Trades Employees' Union and its members.

That the period of employment of extra females in bars (excluding those at present employed and registered with the State Government) shall be for the duration of the war.

That these employees shall be paid the same rate of wage as men, and this condition shall apply to present registered barmaids as it would be impracticable to differentiate.

That in order to prevent any replacement of existing bar personnel, whether male or female, by the prospective new female employees, there shall be established a Committee comprising an equal number of representatives of employers and employees. The decision of this Committee as to whether an employer may be permitted to engage new female labour shall be final, so far as this Order is made.

All female personnel to be engaged, whether permanently or for casual work, shall before commencing employment become members of the Federated Liquor and Allied Trades Employees' Union.

CASUAL BAR ATTENDANTS ON RACECOURSES, RECREATION GROUNDS, SPORTS GROUNDS, SHOWGROUNDS, PICNIC GROUNDS AND ANY OTHER GROUNDS WHERE LIQUOR IS PERMITTED TO BE SOLD UNDER THE LICENSING LAWS OF THE STATE.

WAGE RATES.

Saturdays and Week Days.

22. (a) Casual barmen employed on racecourses, showgrounds, football grounds, cricket grounds, sports grounds, picnic grounds, recreation grounds and all social functions shall be paid at the rate of 7s. 6d. per hour with a minimum payment of 37s. 6d. for work done on any one day.

(b) Full day men shall be paid at the rate of 60s. per day for 8 hours work or less, exclusive of the meal hour. If lunch is not provided 2s. 6d. shall be paid in lieu thereof.

Public Holidays and Sundays.

(c) Casual barmen employed on racecourses, showgrounds, football grounds, oricket grounds, sports grounds, picnic grounds, recreation grounds and all social functions shall be paid at the rate of 10s. per hour with a minimum payment of 50s. for work done on any one day.

(d) Full day men shall be paid at the rate of 80s. per day of 8 hours' work or less, exclusive of the meal hour. If lunch is not provided 2s. 6d. shall be paid in lieu thereof.

PUBLIC HOLIDAYS.

23. Holidays for the purpose of this section of the Determination shall mean and be deemed to be Australia Day, Good Friday, Easter Saturday, Easter Monday, King's Birthday, Labour Day, Anzac Day, Christmas Day, Boxing Day, Melbourne Cup Day, or such other day as is generally observed in the locality as a substitute for any of the said days respectively.

MEN IN CHARGE.

24. Men in charge of bar shall be paid 5s. per day extra.

POSTPONEMENT.

25. Where a man who is engaged to attend a function and so attends and the function is postponed he shall be paid one half of the minimum rate provided for a casual barman in clause 22 (a) hereof. Provided that no employee shall attend at the place of employment if public notice of the postponement has been given either by the Press or Radio or both, not less than two hours prior to the advertised starting time of the function.

SHOP DAYS.

26. Persons employed on a shop day, that is persons preparing for a function on the day before such function or cleaning up on the day after such function shall be paid at the rate of 7s. 6d. per hour on Saturdays or week days and 10s. per hour on Sundays and Public Holidays as prescribed in Clause 23 hereof. Lunch shall be provided by the employer.

FARES.

27. All fares from and to the principal post office at the centre of engagement shall be paid by the employer.

PERMANENT EMPLOYEES.

28. No man in permanent employment shall be engaged on casual work unless casual labour is unavailable.

PAYMENT OF WAGES.

29. Wages shall be paid at the end of each day except at showgrounds and cricket grounds where they shall be paid at the end of each engagement.

TRAVELLING TIME.

30. Casual employees engaged to work outside a radius of ten miles from the principal post office in the locality where they are to be employed shall be paid 60s. per day of 8 hours exclusive of meal hours. Meals, fares and accommodation where necessary shall be provided by the employer. Travelling time before 9 a.m. on the forward journey shall be paid for at the rate of ordinary time, that is 5s. per hour and travelling time after 6 p.m. shall be paid for at the same rate. Where an employee travels on a day other than the day on which a function occurs he shall be paid at ordinary rates for all such travelling time.

EXHIBITION OF DETERMINATION.

31. This Determination shall be exhibited by each employer on his premises in a place accessible to all employees.

PICKING UP GLASSES.

32. Men picking up glasses shall be paid 30s. per day for Saturdays and week days and 40s. per day for holidays and Sundays.

Youths 18 years of age and over picking up glasses shall be paid 22s. 6d. per day for Saturdays and week days and 30s. per day for holidays and Sundays.

GRATINGS.

33. Where a booth is erected without flooring, on a recreation ground, race-course, showground, or picnic ground, gratings shall be provided by the employer, and shall be placed on the ground where the men are working.

UNIFORMS.

34. Where special uniforms including white coats or other types of dress are required to be worn they shall be supplied and laundered at the employer's expense and shall be and remain the property of the employer.

RIGHT OF ENTRY OF UNION OFFICIALS.

35. The Secretary or an accredited officer of the Federated Liquor and Allied Trades Employees' Union of Australasia shall have the right to enter the employer's premises at a convenient time for the purpose of interviewing members of the Union.

CLUBS.

36. **APPRENTICES OR IMPROVERS.**

	WAGES PER WEEK OF 40 HOURS.								PROPORTION (IN ANY PLACE).
	Males.				Females.				
	Percentage of Basic Wage.	Ordinary Wage.	War Loading.	Total Wage.	Percentage of Female Basic Wage.	Ordinary Wage.	War Loading.	Total Wage.	
		<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>		<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	
16 years of age or under ..	44	92 0	1 6	93 6	47	73 6	1 0	74 6	MALES OR FEMALES. <i>Apprentices.</i> One apprentice to every three or fraction of three workers receiving not less than the minimum wage.
17 years of age or under ..	51	106 6	1 6	108 0	55	86 0	1 3	87 3	
18 years of age or under ..	58	121 0	1 9	122 9	58	91 0	1 6	92 6	
19 years of age or under ..	69	144 0	2 3	146 3	62	97 0	1 6	98 6	<i>Improvers.</i> One improver to every four or fraction of four workers receiving not less than the minimum wage.
20 years of age or under ..	89	186 0	3 0	189 0	69	108 0	1 9	109 9	

CLUBS—continued.

OTHER EMPLOYEES.

	† WAGES.			
	Within a radius of 25 miles of the General Post Office, Melbourne, the Cities of Bendigo, Ballarat, Geelong, and Warrnambool, and the City of Mildura.		In all other parts of Victoria.	
	Males.	Females.	Males.	Females.
	Per Week of 40 Hours.	Per Week of 40 Hours.	Per Week of 40 Hours.	Per Week of 40 Hours.
	s. d.	s. d.	s. d.	s. d.
Steward	239 0	..	236 0	..
First cook where the number of persons employed in the kitchen is—				
Eight or more	279 0	221 6	276 0	219 9
Five, six, or seven	269 0	210 6	266 0	209 9
Three or four	251 0	193 6	248 0	191 9
Other first cooks or cook employed alone	245 0	187 6	242 0	185 9
Second, or night or relieving cook, when the number of persons employed in the kitchen is—				
Eight or more	261 6	204 0	258 6	202 3
Five, six, or seven	251 6	194 0	248 6	192 3
Less than five	239 0	185 6	236 0	183 9
Larder cook	242 0	184 6	239 0	182 9
Pastrycook shall be paid the rates fixed by the Pastrycooks Board				
Sweets cook	241 0	182 6	238 0	180 9
Third, stove, grill, fish, or breakfast cook	239 0	181 6	236 0	179 9
Vegetable or assistant cook	236 0	178 6	233 0	176 9
Oysterman	229 0	..	226 0	..
Pantryman or kitchenman	229 0	..	226 0	..
Storeman	236 0	..	233 0	..
Head waiter	239 0	..	236 0	..
Other waiters	229 0	..	226 0	..
Night porter	229 0	..	226 0	..
Day porter	229 0	..	226 0	..
Billiard-room attendant	229 0	..	226 0	..
Commissionaire or messenger	229 0	..	226 0	..
Housekeeper, stewardess, or manageress	181 6	..	179 9
Laundress	169 6	..	167 9
Head waitress or supervisor	171 6	..	169 9
Other waitresses	165 6	..	163 9
Pantrymaid or kitchenmaid	165 6	..	163 9
Counterhand	165 6	..	163 9
Housemaid	165 6	..	163 9
Linen maid or seamstress	170 0	..	168 3
Persons not otherwise provided for	229 0	165 6	226 0	163 9
		Per week of 20 hours. Provided that a minimum payment of 30s. shall be paid each week irrespective of the number of hours worked.		Per week of 20 hours. Provided that a minimum payment of 30s. shall be paid each week irrespective of the number of hours worked.
Midday waitress or midday kitchenmaid or pantrymaid (employed only between 11.40 a.m. and 3 p.m.)	98 0	..	97 0

NOTE.—War Loading—For convenience War Loadings as follows:—

Males	4s. per week
Midday waitresses, midday kitchen maids, or pantrymaids	1s. 6d. ..
Other females	2s. 6d. ..

have been included in wages for employees classified under heading of other employees.

NOTE.—A copy of this Determination shall be displayed at or near the entrance of every establishment where the Determination of this Wages Board applies.

† SUBJECT TO:—(a) A maximum deduction as for two meals a day being made where an employee commences work at 9 a.m. or later and finishes at 4 p.m. or earlier on the same day or where he or she commences for the day between 1 p.m. and 4 p.m.; and (b) a maximum deduction as for one meal a day being made where an employee commences work at or after 4 p.m., the minimum wage shall (except in the case of an apprentice, an improver, a midday waitress, a midday kitchenmaid or pantrymaid, or a casual employee) be, where the employer—

- (i) provides meals which are consumed by the employee—
 - (a) for each substantial meal 1s. 8d. per meal less.
 - (b) for each meal other than a substantial meal, 1s. per meal less.
- (ii) boards and lodges the employee, 42s. per week less.

Notwithstanding any condition in this clause no deduction for meals shall be made for a public holiday when the employee is not required to work on such public holiday.

HOURS OF WORK.

37. The hours of work shall be 40 per week to be worked within a spread of 12 hours per day, including meal intervals and not more than two other breaks, which, in the aggregate, shall not exceed 3 hours each day.

CLUBS—*continued*.

TERMS OF EMPLOYMENT.

38. (a) Employees (other than casual employees, midday waitresses and midday kitchenmaids or pantrymaids) shall be engaged by the week and paid by the week.

(b) Employees (other than casual employees, midday waitresses and midday kitchenmaids or pantrymaids) ready, willing, and available to perform such work as the employer shall from time to time require on the days and during the hours usually worked by the class of employee affected, shall have no deduction made from the weekly wages prescribed except for time lost through sickness (*vide* clause 47, Sick Leave) or absence from work without permission of the employer.

(c) The provisions of sub-clauses (a) and (b) hereof shall not apply if there is a stoppage of work for which the employer cannot reasonably be held responsible through any strike, breakdown of machinery, or other cause, proof of which shall be on the employer.

OVERTIME.

39. Time and a half calculated on the rates fixed without any deductions for board and/or lodging shall be paid for all time worked in excess of 40 hours per week or in excess of 10 hours per day and/or outside a spread of 12 hours each day.

CASUAL LABOUR.

40. 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 at the rate of time and a third on the days Monday to Friday inclusive and time and a half on Saturdays and Sundays, with a minimum payment of three hours for work done on any one day: Provided that any employee who is employed within a club located on a football ground or a cricket ground shall be paid the rate prescribed by clause 57 (b) of the Restaurant Section.

SATURDAYS AND SUNDAYS.

41. The special rate to be paid to employees, other than casuals, for work done on Saturday up to 12 noon shall be time and a quarter and thereafter time and a half, and all work done on a Sunday shall be time and a half.

ROSTERED DAY OFF.

42. (a) An employee required to work on his or her rostered day off shall be paid at the rate of time and a half.

(b) An employee shall not be required to take his or her rostered day off on a holiday prescribed in clause 43.

SPECIAL RATES.

43. Employees, other than casual employees, required to work on New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Melbourne Cup Day, Christmas Day, and Boxing Day, or any other day which may be by Act of Parliament or Proclamation substituted for any of the above-named holidays shall be paid a minimum of seven hours at ordinary rates plus ordinary rates for the actual time worked up to seven hours and double time for all time worked in excess of seven hours.

HOLIDAYS.

44. Employees, other than casual employees, not required to work, shall be entitled to be absent on the holidays prescribed, in clause 43 without deduction of pay, provided that the employee does not absent himself or herself from work without the employer's permission or reasonable cause on the working day preceding or succeeding any such holiday.

For the purposes of this clause a holiday shall be deemed to be of 7 hours.

UNIFORMS.

45. Where any female employee is required by the employer to wear a uniform (other than a black uniform) such uniform shall be provided and laundered by the employer free of cost to the employee, or, if mutually agreed that the employee shall launder such uniform, the employer shall allow the employee 3s. per week for each uniform so laundered.

ANNUAL HOLIDAYS.

46. 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.

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

(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 120 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 sub-clause, service prior to the 4th July, 1946, shall be disregarded.

DEFINITIONS.

48. (a) "Sweets Cook" shall include any person manufacturing cakes or pastry for meals supplied by the employer.

(b) "Substantial Meal."—A substantial meal shall consist of food comprising soup, entrée, or joint, vegetables and sweets, and on Fridays, a choice of fish.

(c) "Full Pay" shall mean the rate prescribed in the Determination for the class of work performed, without any deductions whatever.

(d) Storeman shall mean an employee continuously engaged in storing, checking, tallying, or handling stores.

(e) Linen maid or seamstress shall mean a female employee who makes and/or repairs linen, uniforms, or furnishings for use in the club concerned.

RIGHT OF ENTRY.

49. Any official of the Federated Liquor and Allied Trades Employees Union of Australasia or the Victorian Chamber of Catering Industries authorized in writing by the Secretary for Labour shall have the right to enter any establishments or premises covered by this Determination in order to inspect time sheets and to interview employees on any matter connected with their employment. Such accredited official before entering such establishment or premises shall produce the authority in writing mentioned on a demand by an employer or his representative for such production.

TERMINATION OF EMPLOYMENT.

50. Employees (other than Casual Employees) shall, except in a case of misconduct by either employer or employee, give or receive two days' notice of termination of employment, or in lieu of such two days' notice one third of the weekly rate fixed for the class of work performed by the employee shall be paid by the employer or forfeited by the employee, but such notice shall not be required from an employee who terminates employment because of his or her illness or injury.

TRAVELLING FACILITIES.

51. Where an employee is detained at work until it is too late to travel by the last train, tram, vessel or other regular conveyance to his or her usual place of residence, the employer shall either provide proper conveyance or private accommodation for the night free of charge.

RESTAURANTS, COFFEE PALACES, EATING-HOUSES, AND ALL OTHER PLACES EXCEPT HOTELS, WINE SALOONS, CLUBS, AND CASUAL BAR ATTENDANTS ON RACECOURSES, RECREATION GROUNDS, SPORTS GROUNDS, SHOWGROUNDS, PICNIC GROUNDS AND ANY OTHER GROUNDS WHERE LIQUOR IS PERMITTED TO BE SOLD UNDER THE LICENSING LAWS OF THE STATE.

52. (a)

APPRENTICES OR IMPROVERS.

	WAGES PER WEEK OF 40 HOURS.								PROPORTION (IN ANY PLACE).
	Males.				Females.				
	Percentage of Basic Wage.	Ordinary Wage.	War Loading.	Total Wage.	Percentage of Female Basic Wage.	Ordinary Wage.	War Loading.	Total Wage.	
		<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>		<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	
16 years of age or under ..	44	92 0	1 6	93 6	47	73 6	1 0	74 6	<p>MALES OR FEMALES. <i>Apprentices.</i> One apprentice to every three or fraction of three workers receiving not less than the minimum wage.</p> <p><i>Improvers.</i> One improver to every four or fraction of four workers receiving not less than the minimum wage.</p>
17 years of age or under ..	51	106 6	1 6	108 0	55	86 0	1 3	87 3	
18 years of age or under ..	58	121 0	1 9	122 9	58	91 0	1 6	92 6	
19 years of age or under ..	69	144 0	2 9	146 3	62	97 0	1 6	98 6	
20 years of age or under ..	89	186 0	3 0	189 0	69	108 0	1 9	109 9	

(b)

OTHER EMPLOYEES.

	† Wages.			
	Within a radius of 25 miles of the General Post Office, Melbourne.		In all other parts of Victoria.	
	Males.	Females.	Males.	Females.
	Per week of 40 hours.	Per week of 40 hours.	Per week of 40 hours.	Per week of 40 hours.
	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
First cook where the number of persons employed in the kitchen is—				
Eight or more	276 0	221 6	273 0	219 9
Five, six, or seven	266 0	210 6	263 0	209 9
Three or four	248 0	193 6	245 0	191 9
Other first cooks or cook employed alone	242 0	187 6	239 0	185 9
Second cook where the number of persons employed in the kitchen is—				
Eight or more	258 6	204 0	255 6	202 3
Five, six, or seven	248 6	194 0	245 6	192 3
Other second cooks	236 0	185 6	233 0	183 9
Night or relieving cook	236 0	181 6	233 0	179 9
Larder cook	239 0	184 6	236 0	182 9
Pastrycook shall be paid the rates fixed by the Pastrycooks Board				
Sweets cook	238 0	182 6	235 0	180 9
Third, stove, grill, fish, or breakfast cook	236 0	181 6	233 0	179 9
Vegetable or assistant cook	233 0	178 6	230 0	176 9
Oysterman	226 0	..	223 0	..
Pantryman or kitchenman	226 0	..	223 0	..
Storeman or storewoman	233 0	169 6	230 0	167 9
Head waiter	236 0	..	233 0	..
Other waiters	226 0	..	223 0	..
Night porter	226 0	..	223 0	..
Day porter	226 0	..	223 0	..
Billiard-room attendant	226 0	..	223 0	..
Commissionaire or messenger	226 0	..	223 0	..
Housekeeper or stewardess	181 6	..	179 9
Laundress	169 6	..	167 9
Head waitress or supervisor	171 6	..	169 9
Other waitresses	165 6	..	163 9
Pantrymaid or kitchenmaid	165 6	..	163 9
Fruit juice, flavour, or soda fountain hand	168 6	..	166 3
Counterhand (other than a soda fountain hand as defined)	165 6	..	163 9
Housemaid	165 6	..	163 9
Linen maid or seamstress	170 0	..	168 3
Persons not otherwise provided for	226 0	165 6	223 0	163 9
		Per week of 20 Hours. Provided that a minimum payment of 30s. shall be paid each week irrespective of the number of hours worked.		Per week of 20 Hours. Provided that a minimum payment of 30s. shall be paid each week irrespective of the number of hours worked.
Middy waitress or midday kitchenmaid or pantrymaid (employed only between 11.40 a.m. and 3 p.m.)	98 0	..	97 0

NOTE.—WAR LOADINGS: For convenience War Loadings as follows:—

Males	4s. 0d. per week
Middy waitresses, midday kitchenmaids or pantrymaids	1s. 6d. "
Other females	2s. 6d. "

have been included in wages for employees classified under heading of other employees.

NOTE.—A copy of this Determination shall be displayed at or near the entrance of every establishment where the Determination of this Wages Board applies.

Under the provisions of Section 7 of the Factories and Shops Act 1936 (No. 4461) every employer of any employee in any restaurant is required to keep a time-book in the prescribed form wherein each employee shall enter daily a correct record of the hours worked. Any employer or employee who commits a breach of this section is liable to a penalty not exceeding £2.

†**SUBJECT TO**—(a) A maximum deduction as for two meals a day being made where an employee commences work at 9 a.m. or later and finishes at 4 p.m. or earlier on the same day, or he or she commences work for the day between 1 p.m. and 4 p.m.; and (b) A maximum deduction as for one meal a day being made where an employee commences work for the day at or after 4 p.m., the minimum wage shall (except in the cases of barmaids or of employees working for an employer who carries on the business of a Restaurant, Dining Room, Eating House, or Cafeteria in connexion with a Departmental Store or Emporium, and of an apprentice, an improver, a midday waitress, a midday kitchenmaid or pantrymaid, or a casual employee, working in other places) be, where the employer—

- (i) provides meals which are consumed by the employee—
 - (a) for each substantial meal, 1s. 8d. per meal less.
 - (b) for each meal other than a substantial meal, 1s. per meal less.
- (ii) boards and lodges the employee, 42s. per week less.

Notwithstanding any condition in this clause no deduction for meals shall be made for a public holiday when the employee is not required to work on such public holiday.

HOURS OF WORK.

53. The hours of work shall be 40 per week to be worked within a spread of 12 hours per day, including meal intervals and not more than two other breaks, which, in the aggregate, shall not exceed three hours each day.

TERMS OF EMPLOYMENT.

54. (a) Employees (other than casual employees, midday waitresses and midday kitchenmaids or pantrymaids) shall be engaged by the week and paid by the week.

(b) Employees (other than casual employees, midday waitresses and midday kitchenmaids or pantrymaids) ready, willing and available to perform such work as the employer shall from time to time require on the days and during the hours usually worked by the class of employee affected, shall have no deduction made from the weekly wages prescribed except for time lost through sickness (*vide* clause 65, Sick Leave) or absence from work without permission of the employer.

(c) The provisions of sub-clauses (a) and (b) hereof shall not apply if there is a stoppage of work for which the employer cannot reasonably be held responsible through any strike, breakdown of machinery, or other cause, proof of which shall be on the employer.

OVERTIME.

55. Time and a half calculated on the rates fixed without any deductions for board and/or lodging shall be paid for all time worked in excess of 40 hours per week or in excess of 10 hours per day and/or outside a spread of 12 hours each day.

FEMALES EMPLOYED AFTER MIDNIGHT.

56. Females (other than casuals) required to do any work between midnight and 5 a.m. shall be paid for such work at the rate of double time.

CASUAL LABOUR.

57. 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—

(a) All casual workers other than those employed by caterers—time and a third on the days Monday to Friday inclusive, and time and a half on Saturdays and Sundays, with a minimum payment of three hours for work done on any one day.

(b) Casual workers employed in the business of a caterer—

Persons employed on racecourses—

Males	7s. 6d. per hour	} With a minimum of 5 hours' pay for work done on any one day.
Females	4s. 10d. per hour	
Persons employed on show grounds, picnic grounds, or recreation grounds—							
Males	7s. 6d. per hour	
Females	4s. 10d. per hour	

Persons employed on a shop day (i.e., persons employed preparing for a function on the day before such function or cleaning up on the day after such function)—

(i) For a function held on a racecourse, showground, picnic ground, or a recreation ground—

Males	57s. 0d. per day of 8 hours.
Females	40s. 0d. per day of 8 hours.

(ii) For a function other than a function provided for in sub-clause (i)—

Males	7s. 0d. per hour with a minimum payment for 5 hours on any day.
Females	4s. 3d. per hour with a minimum payment for 5 hours on any day.

Where the employer does not provide a midday meal for a casual worker employed on a shop day such worker shall be paid 1s. 8d. per day extra.

All others—	Per hour	
Males	..	7s. 0d. }
Females	..	4s. 3d. }

} With a minimum payment of three hours for work done on any one day.

(c) Notwithstanding any provision in sub-clauses (a) and (b) hereof the minimum payment for employees who work during a theatre interval only, viz., between 8.45 p.m. and 10.15 p.m. for a period not exceeding one hour shall be 5s. 9d. for each day.

(d) The special rate of time and a third shall be paid to casual workers employed in the business of a caterer for work done on Sunday, Australia Day, Good Friday, Easter Saturday, Easter Monday, King's Birthday, Labour Day, Anzac Day, Christmas Day, Boxing Day, Melbourne Cup Day, or such other day as is generally observed in the locality as a substitute for any of the said days respectively.

TRAVELLING.

58. The special rate to be paid to employees who work away from their employer's place of business for time occupied in travelling between the employer's place of business and work, or between the employee's residence and work, shall be at ordinary rates.

SATURDAYS AND SUNDAYS.

59. The special rate to be paid to employees, other than casuals, for work done on Saturday up to 12 noon shall be time and a quarter and thereafter time and a half, and all work done on a Sunday shall be time and a half.

ROSTERED DAY OFF.

- 60. (a) An employee required to work on his or her rostered day off shall be paid at the rate of time and a half.
- (b) An employee shall not be required to take his or her rostered day off on a holiday prescribed in clause 61.

SPECIAL RATES.

61. Employees, other than casual employees, required to work on New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Melbourne Cup Day, Christmas Day, and Boxing Day, or any other day which may be by Act of Parliament or Proclamation substituted for any of the above-named holidays, shall be paid a minimum of seven hours at ordinary rates plus ordinary rates for the actual time worked up to seven hours and double time for all time worked in excess of seven hours.

HOLIDAYS.

62. Employees, other than casual employees, not required to work, shall be entitled to be absent on the holidays prescribed in clause 61 without deduction of pay, provided that the employee does not absent himself or herself from work without the employer's permission or reasonable cause on the working day preceding or succeeding any such holiday.

For the purposes of this clause a holiday shall be deemed to be of seven hours.

UNIFORMS.

63. Where any female employee is required by the employer to wear a uniform (other than a black uniform) such uniform shall be provided and laundered by the employer free of cost to the employee.

ANNUAL HOLIDAYS.

64. 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.

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

(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 120 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 sub-clause, service prior to the 4th July, 1946, shall be disregarded.

DEFINITIONS.

- 66. (a) "Sweets cook" shall include any person manufacturing cakes or pastry for meals supplied by the employer.
- (b) "Substantial meal" shall consist of food comprising soup, entrée, or joint, vegetables and sweets, and on Fridays, a choice of fish.
- (c) Full pay shall mean the rate prescribed in the Determination for the class of work performed without any deductions whatever.
- (d) Departmental store or emporium shall mean an establishment where more than one class of business is carried on, and where under section 83 of the *Factories and Shops Acts* such establishment is required to close at the hours prescribed by such section.
- (e) Linen maid or seamstress shall mean a female employee who makes and/or repairs linen, uniforms, or furnishings for use in connexion with a business covered by this Determination.
- (f) Fruit juice, flavour, or soda fountain hand shall mean a female employee who as required prepares fruit juices and/or flavours.
- (g) Storeman or storewoman shall mean an employee continuously engaged in storing, checking, tallying, or handling stores.

TERMINATION OF EMPLOYMENT.

67. Employees (other than casual employees) shall except in a case of misconduct by either employer or employee, give or receive two days' notice of termination of employment, or in lieu of such two days' notice one third of the weekly rate fixed for the class of work performed by the employee shall be paid by the employer or forfeited by the employee, but such notice shall not be required from an employee who terminates employment because of his or her illness or injury.

TRAVELLING FACILITIES.

68. Where an employee is detained at work until it is too late to travel by the last train, tram, vessel or other regular conveyance to his or her usual place of residence, the employer shall either provide proper conveyance or private accommodation for the night free of charge.

RIGHT OF ENTRY.

69. Any official of the Federated Liquor and Allied Trades Employees Union of Australasia or the Victorian Chamber of Catering Industries authorized in writing by the Secretary for Labour shall have the right to enter any establishments or premises covered by this Determination in order to inspect time-sheets and to interview employees on any matter connected with their employment. Such accredited official before entering such establishment or premises shall produce the authority in writing mentioned on a demand by the employer or his representative for such production.

ACCOMMODATION.

70. Adequate accommodation apart from rooms to which the public have access shall be provided for dressing, and reasonable accommodation shall be provided for employees to have their meals.

PERIODICAL ADJUSTMENT OF WAGES.

71. (a) The wages rates for adult males and barmaids set out in clause 2, and for adult males set out in clauses 36 and 52 (b) are based upon the following basic wage rates and pursuant to the provisions of section 21 of the *Factories and Shops Act 1934* shall be automatically adjusted as prescribed by clause 72.

Basic Wage.

Place.	Basic Wage (Adjustable).	Index Number Set Assigned.
	£ s. d.	
Within a radius of 25 miles of the G.P.O., Melbourne, 5 miles of the G.P.O., Geelong, and in Mildura	10 9 0	Melbourne
Elsewhere Hotels and Wine Saloons 3s. less than the contemporaneous basic wage for Melbourne		

(b) 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: Provided that the wages of a midday waitress or midday kitchenmaid or pantrymaid in Clubs or Restaurants shall be increased or decreased by half the amount of the difference from time to time in the said basic wage for females.

JUNIOR RATES.

(c) (i) The minimum rates of wage for juniors in clause 2 shall be the undermentioned percentages prescribed for the area in which they are employed and in addition thereto the additional amounts specified.

Males.

Age.	Percentage of Basic Wage for Adult Males.	Additional Amount.
		<i>s. d.</i>
17 years of age	46	4 0
18 years of age	58	5 0
19 years of age	73	6 0
20 years of age	88	7 0

Females.

Age.	Percentage of Basic Wage for Adult Females.	Additional Amount.
		<i>s. d.</i>
18 years of age	62	4 0
19 years of age	72	4 6
20 years of age	82	5 0

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

(iii) The amounts of the ordinary wage rates for all juniors in clauses 36 and 52 shall be the appropriate percentages as set out in clauses 36 and 52, such wages shall be calculated to the nearest 6d., half or less than half of 6d. to be disregarded.

(d) The rates for board and lodging for adults shall be increased or decreased by One shilling for every Five shillings per week alteration in the Basic Wage as follows:—

Table.

Hotels.			Clubs, Restaurants, &c.		
Deductions for Board and Lodging.	Basic Wage Weighted Average for S.M.B.H.		Deductions for Board and Lodging.	Basic Wage for Melbourne.	
<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>	<i>s. d.</i>
42 0	201 0	to 205 0	40 0	199 0	to 203 0
43 0	206 0	to 210 0	41 0	204 0	to 208 0
44 0	211 0	to 215 0	42 0	209 0	to 213 0
45 0	216 0	to 220 0	43 0	214 0	to 218 0
46 0	221 0	to 225 0	44 0	219 0	to 223 0
47 0	226 0	to 230 0	45 0	224 0	to 228 0
48 0	231 0	to 235 0	46 0	229 0	to 233 0
49 0	236 0	to 240 0	47 0	234 0	to 238 0
50 0	241 0	to 245 0	48 0	239 0	to 243 0
51 0	246 0	to 250 0	49 0	244 0	to 248 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 May, 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 May, an August, a November, or a February, 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.

J. V. WILLOX, Secretary.

Melbourne, 24th January, 1952.



VICTORIA GOVERNMENT GAZETTE.

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THURSDAY, MARCH 6.

[1952

Factories and Shops Acts.

DETERMINATION OF THE BREAD TRADE BOARD.

NOTES (i).—This Determination applies to the whole of the State of Victoria as follows:—

- (a) Clauses 1 to 17 inclusive apply to the Metropolitan District as defined in the Factories and Shops Acts, and the Orders in Council thereunder, and such portion of the Shires of Doncaster and Templestowe (other than the township of Warrandyte) as is not included within the said District; the cities of Ballarat, Bendigo, Chelsea, Geelong, Geelong West, Mildura, Mordialloc, Warrnambool, and of Newtown and Chilwell; the boroughs of Eaglehawk and Sebastopol; the township of Merbein; the township of Kangaroo Flat in the Shires of Marong and of Strathfieldsaye; the township of Spring Gully, in the Shire of Strathfieldsaye; such portion of the Shire of Broadmeadows as is south of Somerton-road; the Shire of Dandenong; the Dousta Galla Riding of the Shire of Keilor, and such portion of the Maribyrnong Riding of the said Shire as is within 3 miles of the St. Albans Post Office; the Shire of Mulgrave; such portions of the Shire of South Barwon and of the Moorparanyal Riding of the Shire of Corio as are within a radius of 5 miles of the Geelong Post Office; and portions of the Shire of Werribee as are within a radius of 3 miles of the Altona Post Office and such portions of the Shire of Mildura as are within a radius of 1 mile of the Red Cliffs Post Office and the Irymple Post Office respectively.
- (b) Clause 1 and clauses 18 to 32 inclusive apply to the whole of the State *outside and excepting* those parts enumerated in the preceding paragraph.
- (ii) On 31st May, 1938, the Bread Board, the Country Bread Board, and the Provincial Bread Board were deprived of the power to "determine the lowest prices or rates of payment for bread making or baking," and such power was conferred exclusively on the Bread Trade Board.
- (iii) The Board has prescribed a form of apprenticeship indenture.
- (iv) Breadmaking and baking were proclaimed on 12th December, 1938, as Apprenticeship Trades under the *Apprenticeship Act 1928* for the Metropolitan District.
- Full particulars of the apprenticeship regulations for these trades may be obtained on application to the Secretary, Apprenticeship Commission, 103 Russell-street, Melbourne. (Price 3d.)

IN accordance with the provisions of the Factories and Shops Acts the Wages Board appointed to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the trade of bread making or baking" has made the following Determination, namely:—

1. That on the 20th February, 1952, the last previous Determination of this Board shall be revoked and replaced by this Determination.

WITHIN THE AREA SET OUT IN NOTE (i) (a).

2.		WAGES.																	
* Apprentices.		* Improvers.		Other Employees.															
		Per Week of 40 Hours.		Per Hour.															
s. d.		£ s. d.		s. d.															
1st Year—		1st six months ..	} 12 13 4	Doughmakers ..	7 0½														
1st six months ..	69 8	2nd ..																	
2nd ..	76 9	3rd ..																	
2nd Year—		4th ..																	
1st six months ..	83 9	5th ..																	
2nd ..	90 8	6th ..																	
3rd Year—		7th ..																	
1st six months ..	104 9	8th ..																	
2nd ..	118 8	and thereafter the minimum wage.		Foremen or single hands	Per Hour.														
4th Year—		PROPORTION (within any factory or place). One improver to every eight workers receiving not less than 275s. 10d. per week of 40 hours.			s. d.														
1st six months ..	139 7				All others engaged in the making and/or baking of bread ..		7 2												
2nd ..	160 7						6 10½												
5th Year—									PROPORTION (within any factory or place). One apprentice to every three or fraction of three workers receiving not less than 275s. 10d. per week of 40 hours.										
1st six months ..	188 7										* Except those subject to the jurisdiction of the Apprenticeship Commission.								
2nd ..	216 3												NOTE:—The rates shown in clause 2 herein include 1d. per hour for "foremen or single hands" and "all others engaged in the making and/or baking of bread" required to work the hours and times prescribed in clause 17. Pro-rata of this amount has been included in the rates of apprentices and improvers.						
and thereafter the minimum wage.															No. 258.—1538/52.—PRICE 5D.				
PROPORTION (within any factory or place).																			
One apprentice to every three or fraction of three workers receiving not less than 275s. 10d. per week of 40 hours.																			

* Except those subject to the jurisdiction of the Apprenticeship Commission.

NOTE:—The rates shown in clause 2 herein include 1d. per hour for "foremen or single hands" and "all others engaged in the making and/or baking of bread" required to work the hours and times prescribed in clause 17. Pro-rata of this amount has been included in the rates of apprentices and improvers.

No. 258.—1538/52.—PRICE 5D.

HOURS OF WORK. (See Clause 17. Limitation of Hours of Employment.)

3. That the number of hours to be worked on each day (including the time spent at the doughmaking necessary for such day's work) shall be:—

	Apprentices.	Other Employees.
Ordinary days	7 hours	7 hours
Double days	9 "	10 "
Treble days	9 "	10 "

OVERTIME.

4. (a) That any employee (other than an apprentice) who works either—

(i) for any time in excess of the number of hours fixed in clause 3, or alternatively

(ii) during any week for any time in excess of 40 hours,

shall be paid for such extra time at the wages rate of double time.

(b) Any apprentice who works for any time in excess of seven hours on an ordinary night or nine hours on any other night shall be paid by the employer for such extra time at the rate of time and a half, calculated on the same rate of pay as the employer may for the time being be obliged to pay to journeymen employed by him in the same trade. Provided, however, that any apprentice during the last year of his apprenticeship may be required to work up to ten hours on a night other than an ordinary night at ordinary rate of pay.

WEEKLY HOURS.

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

TIME RATE.

6. (a) That any person employed 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 20 hours, at the ordinary wages rate with an addition of 33 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, together with any overtime rate which is applicable.

(b) In addition to any other rate to which he is entitled, any person employed for not more than 20 hours in any one week shall be paid, in respect of each night he is employed, fares from the Trades Hall, Melbourne, to his place of employment and return to the Trades Hall, Melbourne, by the cheapest means of regular rail, tram, or bus service available to him at the times of beginning or ending work as the case may be.

This shall include the fare charged by any available all-night service to employees travelling outside the times of ordinary services.

Provided that this sub-clause shall apply only to work done within the Metropolitan District as defined in the Factories and Shops Acts and the Orders in Council thereunder.

SPECIAL RATES FOR PUBLIC HOLIDAYS.

7. (a) That payment for all work done on New Year's Day, Australia Day, Anzac Day, Good Friday, Easter Monday, Labour Day, King's Birthday, Christmas Day, or Boxing Day, shall be at the rate of double time; but if by Act of Parliament or Proclamation any other day be substituted for any of the abovenamed holidays, the special rate shall be payable only for work done on the day so substituted.

(b) In connexion with the visit to Australia of Their Royal Highnesses, The Princess Elizabeth, Duchess of Edinburgh, and the Duke of Edinburgh where a Public Holiday or Public Half-holiday is proclaimed by Order in Council throughout any Municipality or part thereof, or within any defined area, such Public Holiday or Public Half-holiday shall, so far as such Municipality or part thereof, or such defined area is concerned be deemed to be included in the list of Holidays herein prescribed.

(c) When two or more holidays as provided for in sub-clause (a) hereof occur in any one week, an employee shall be paid a full week's wages in addition to any penalty rates to which he may be entitled in such week; provided that any employee covered by this sub-clause who loses time during such week without the approval of his employer, shall be paid pro-rata for the work performed by him in such week.

UNION REPRESENTATIVE.

8. That the Secretary or the Assistant Secretary of the Operative Bakers' Union of Victoria shall have the right of entry to any bakehouse during the hours when such bakehouse is in use, shall be permitted to inspect the time-book and conditions relating to the persons employed therein and interview employees where breaches or suspected breaches of this Determination are occurring or suspected of occurring.

DEFINITIONS.

9. (a) "Foreman" shall mean a person in charge of a bakehouse. No person shall be classed as a foreman unless he is a tradesman, and is present during substantially the whole of the working hours.

(b) "Double day" shall mean a day on which bread is baked to supply all the employer's customers for two days so as to obviate the necessity for any work being done on the following day.

(c) "Treble day" shall mean a day on which bread is baked to supply all the employer's customers for three or more days so as to obviate the necessity for any work being done on the following two days.

(d) The making of bread shall be deemed to mean each of the following acts:—

- (i) the dividing of bread dough;
- (ii) the weighing of bread dough;
- (iii) the kneading or moulding of bread dough;
- (iv) the placing of bread dough in boxes or tins or on trays.

(e) The baking of bread shall be deemed to mean:—

- (i) the setting of dough in the oven;
- (ii) the withdrawal of bread from the oven.

ANNUAL HOLIDAY.

10. (a) 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.

(b) Where a public holiday mentioned in clause 7 occurs during any period of an annual holiday taken by an employee the period of the holiday shall be increased by one day in respect of that public holiday.

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—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 June, 1949, shall be disregarded.

REST PERIODS.

12. That on double and treble days, employee shall be allowed two rest periods of ten minutes each which shall be counted as part of time worked. One of such rest periods shall be taken before the meal interval, and the other rest period shall be taken after the meal interval.

MEAL INTERVAL.

13. That a meal interval of not more than thirty minutes shall be allowed after the completion of not less than 2½ hours' work and not more than 5 hours' work.

CONTINUITY OF WORK.

14. The work of each employee (except a doughmaker) on each day or shift, shall be continuous with the customary break for a meal.

LAUNDERING AND/OR MAINTENANCE OF WORKING CLOTHES.

15. An employee who works for more than 20 hours in any week for the same employer shall be paid an allowance of four shillings per week towards the cost of laundering and/or maintenance of working clothes; provided an employee who works for less than 20 hours in any week shall be paid ninepence for each night he is employed, with a maximum of 4s. per week.

CHANGING ROOMS, LOCKERS, AND WASHING FACILITIES.

16. Suitable changing rooms lockers, and washing facilities including hot and cold showers, shall be provided by the employer where there are more than two employees.

LIMITATION OF HOURS OF EMPLOYMENT.

17. No person shall be employed at bread making or baking, as defined in clause 9 hereof, outside the hours specified hereunder, viz. :—

Type of Week.	Sunday.	Monday.	Tuesday.	Wednesday.	Thursday.	Friday.	Saturday.
1. Ordinary week, i.e., a week in which no public holiday occurs during that week or on the following Monday	..	4 a.m. to 4 p.m.	5 a.m. to 5 p.m.	5 a.m. to 5 p.m.	5 a.m. to 5 p.m.	Midnight Thursday to 2 p.m. Friday	..
2. The week previous to a week in which Monday is a public holiday	..	4 a.m. to 4 p.m.	5 a.m. to 5 p.m.	5 a.m. to 5 p.m.	5 a.m. to 5 p.m.	4 a.m. to 4 p.m., 10 p.m. to Midnight	Midnight Friday to noon Saturday
3. Week in which Monday is a public holiday	4 a.m. to 4 p.m.	5 a.m. to 5 p.m.	5 a.m. to 5 p.m.	Midnight Thursday to 2 p.m. Friday	..
4. Week in which Tuesday is a single public holiday	..	Midnight Sunday to noon Monday	..	4 a.m. to 4 p.m.	5 a.m. to 5 p.m.	Midnight Thursday to 2 p.m. Friday	..
5. Week in which Wednesday is a single public holiday	..	4 a.m. to 4 p.m.	Midnight Monday to noon Tuesday	..	4 a.m. to 4 p.m.	Midnight Thursday to 2 p.m. Friday	..
6. Week in which Thursday is a single public holiday	..	4 a.m. to 4 p.m.	5 a.m. to 5 p.m.	Midnight Tuesday to noon Wednesday	..	Midnight Thursday to 2 p.m. Friday	..
7. Week in which Friday is a single public holiday and is not followed by a Monday public holiday	..	4 a.m. to 4 p.m.	5 a.m. to 5 p.m.	5 a.m. to 5 p.m.	Midnight Wednesday to noon Thursday	..	Midnight Friday to noon Saturday
8. Week in which Good Friday occurs	..	4 a.m. to 4 p.m.	5 a.m. to 5 p.m.	5 a.m. to 5 p.m.	Midnight Wednesday to noon Thursday	10 p.m. to midnight	Midnight Friday to noon Saturday
9. Week which follows Easter week-end	4 a.m. to 4 p.m.	5 a.m. to 5 p.m.	5 a.m. to 5 p.m.	Midnight Thursday to 2 p.m. Friday	..
10. Week in which Saturday is a public holiday	..	4 a.m. to 4 p.m.	5 a.m. to 5 p.m.	5 a.m. to 5 p.m.	5 a.m. to 5 p.m.	Midnight Thursday to 2 p.m. Friday	..
11. The week previous to a week in which Monday and Tuesday are public holidays	..	4 a.m. to 4 p.m.	5 a.m. to 5 p.m.	5 a.m. to 5 p.m.	5 a.m. to 5 p.m.	4 a.m. to 4 p.m., 10 p.m. to midnight	Midnight Friday to noon Saturday
12. Week in which Monday and Tuesday are public holidays	4 a.m. to 4 p.m.	5 a.m. to 5 p.m.	Midnight Thursday to 2 p.m. Friday	..
13. Week in which Tuesday and Wednesday are public holidays	10 p.m. to midnight	Midnight Sunday to noon Monday	4 a.m. to 4 p.m.	Midnight Thursday to 2 p.m. Friday	..

LIMITATION OF HOURS OF EMPLOYMENT—*continued.*

Type of Week.	Sunday.	Monday.	Tuesday.	Wednesday.	Thursday.	Friday.	Saturday.
14. Week in which Wednesday and Thursday are public holidays	..	4 a.m. to 4 p.m., 10 p.m. to midnight	Midnight Monday to noon Tuesday	Midnight Thursday to 2 p.m. Friday	..
15. Week in which Thursday and Friday are public holidays	..	4 a.m. to 4 p.m.	5 a.m. to 5 p.m., 10 p.m. to midnight	Midnight Tuesday to noon Wednesday	Midnight Friday to noon Saturday
16. Week in which Friday and Saturday are public holidays	..	4 a.m. to 4 p.m.	5 a.m. to 5 p.m.	5 a.m. to 5 p.m., 10 p.m. to midnight	Midnight Wednesday to noon Thursday
17. Week in which Saturday and the Monday in the following week are public holidays	..	4 a.m. to 4 p.m.	5 a.m. to 5 p.m.	5 a.m. to 5 p.m.	5 a.m. to 5 p.m., 10 p.m. to Midnight	Midnight Thursday to noon Friday	..

18.

WITHIN THE AREA SET OUT IN NOTE (1) (b).

Apprentices.		Improvers.		Other Employees.	
Per Week of 40 Hours.		Per Week of 40 Hours.			
s. d.		£ s. d.			
1st Year—		1st year	} 12 3 7	Foremen or single hands ..	6s. 11d. per hour, or 276s. 8d. per week of 40 hours.
1st six months ..	64 2	2nd		Doughmakers	6s. 8½d. per hour, or 269s. 2d. per week of 40 hours.
2nd	66 2	3rd		} Makers or bakers of rye bread, Vienna bread, or rolls	} 6s. 7½d. per hour, or 265s. 10d. per week of 40 hours
2nd Year—		4th			
1st six months ..	69 9	PROPORTION (within any factory or place).			
2nd	70 6	One improver to every eight workers receiving not less than 265s. 10d. per week of 40 hours.			
3rd Year—					
1st six months ..	90 5				
2nd	106 3				
4th Year—					
1st six months ..	124 7				
2nd	145 3				
5th Year—					
1st six months ..	171 7				
2nd	200 3				
and thereafter the minimum wage.					
PROPORTION.					
One apprentice to every three or fraction of three workers receiving not less than 265s. 10d. per week of 40 hours.					

OVERTIME.

19. (a) That any employee (other than an apprentice) who works in any week for any time in excess of 40 hours shall be paid for such extra time at the rate of time and a half.

(b) That any apprentice who works in any week for any time in excess of 40 hours shall be paid for such extra time at the rate of time and a half for the first four hours, and thereafter at the rate of double time.

WEEKLY HOURS.

20. That the number of hours to constitute an ordinary week's work shall be 40.

TIME RATE.

21. That any person employed 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 20 hours, at the ordinary wages rate with an addition of 33 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.

UNION REPRESENTATIVE.

22. That the Secretary or the Assistant Secretary of the Operative Bakers' Union of Victoria shall have the right of entry to any bakehouse during the hours when such bakehouse is in use, shall be permitted to inspect the time-book and conditions relating to the persons employed therein, and interview employees where breaches or suspected breaches of this Determination are occurring or suspected of occurring.

SUNDAY WORK.

23. The Board determines, pursuant to the provisions of section 9, Act 4461, that, where a public holiday occurs upon a Tuesday bread may be made or baked on the preceding Sunday after the hour of 8 p.m.

SPECIAL RATES FOR PUBLIC HOLIDAYS.

24. (a) That double time shall be the rate payable for all work done on New Year's Day, Australia Day, Anzac Day, Good Friday, Easter Monday, Labour Day, King's Birthday, Christmas Day, or Boxing Day; but if by Act of Parliament or Proclamation any other day be substituted for any of the abovenamed holidays, the special rate shall be payable only for work done on the day so substituted.

(b) In connexion with the visit to Australia of Their Royal Highnesses, The Princess Elizabeth, Duchess of Edinburgh, and The Duke of Edinburgh where a Public Holiday or Public Half-holiday is proclaimed by Order in Council throughout any Municipality or part thereof, or within any defined area, such Public Holiday or Public Half-holiday shall, so far as such Municipality or part thereof, or such defined area is concerned be deemed to be included in the list of Holidays herein prescribed.

(c) When two or more holidays as provided for in sub-clause (a) hereof occur in any one week, an employee shall be paid a full week's wages in addition to any penalty rates to which he may be entitled in such week; provided that any employee covered by this sub-clause who loses time during such week without the approval of his employer, shall be paid pro rata for the work performed by him in such week.

ANNUAL HOLIDAY.

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

(b) Where a public holiday mentioned in clause 24 occurs during any period of an annual holiday taken by an employee, the period of the holiday shall be increased by one day in respect of that public holiday.

SICK LEAVE.

26. (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 June, 1949, shall be disregarded.

LIMITATION OF HOURS.

27. No bread of any kind shall be made or baked for trade or sale, whether in the form of loaves, rolls or any other form, in any area to which Parts 2 and 3 of the Determination of the Bread Carters Board apply between the hour of twelve noon on the day immediately preceding any holiday prescribed by the said Determination in the said areas and the hour of six o'clock in the evening on such holiday.

MEAL INTERVAL.

28. That a meal interval of not more than thirty minutes shall be allowed after the completion of not less than 2½ hours' work, and not more than 5 hours' work.

CONTINUITY OF WORK.

29. The work of each employee (except a doughmaker) on each day or shift, shall be continuous with the customary break for a meal.

LAUNDERING, AND/OR MAINTENANCE OF WORKING CLOTHES.

30. An employee who works for more than 20 hours in any week for the same employer, shall be paid an allowance of four shillings per week towards the cost of laundering and/or maintenance of working clothes, provided an employee who works for less than 20 hours in any week shall be paid ninepence for each night he is employed, with a maximum of 4s. per week.

CHANGING ROOMS, LOCKERS, AND WASHING FACILITIES.

31. Suitable changing rooms, lockers, and washing facilities including hot and cold showers, shall be provided by the employer where there are more than two employees.

DEFINITION.

32. "Foreman" shall mean a person in charge of a bakehouse. No person shall be classed as a foreman unless he is a tradesman, and is present during substantially the whole of the working hours.

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

J. V. WILLOX, Secretary.

Melbourne, 5th February, 1952.

