



# VICTORIA GOVERNMENT GAZETTE.

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[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, Henry Norman Jones, Acting 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 August, 1952.

Dated at Melbourne, this  
5th day of August, 1952.

H. N. JONES,  
Acting Secretary for Labour.

### ENGINEERS AND BRASSWORKERS (SKILLED) BOARD.

Clauses 2, 3, 4 and 5 of the Determination published in *Government Gazette* No. 531 of the 26th June, 1952, shall be replaced by the following clauses:—

2.

*Wages per Week of 40 Hours.*

Adults.	Within 20 Miles of G.P.O., Melbourne; 10 Miles of G.P.O., Geelong; at Warrnambool and within Mildura and Gippsland Districts.	At Yallourn.	Other Parts of Victoria.
	£ s. d.	£ s. d.	£ s. d.
<i>(a) Engineering and Brassworking Section.</i>			
Angle-iron smith .. .. .	14 0 6	14 7 0	13 17 6
Annealer and/or case hardener .. .. .	13 6 6	13 13 0	13 3 6
Brassfinisher (tradesman) .. .. .	13 16 0	14 2 6	13 13 0
Brassfinisher (2nd class) .. .. .	13 1 0	13 7 6	12 18 0
Brass polisher .. .. .	12 14 0	13 0 6	12 11 0
Blacksmith's machinist .. .. .	12 12 0	12 18 6	12 9 0
Brass-smith, coppersmith, or other smith .. .. .	13 17 6	14 4 0	13 14 6
Fitter and/or turner .. .. .	13 16 0	14 2 6	13 13 0
Fitter, turbine blade .. .. .	14 0 6	14 7 0	13 17 6
Forger and/or faggoter .. .. .	14 14 6	15 1 0	14 11 6
Heat treater .. .. .	14 0 6	14 7 0	13 17 6
Heat treater not subject to plant metallurgical supervision .. .. .	14 9 0	14 15 6	14 6 0
Heat treater operative (as defined) .. .. .	12 13 0	12 19 6	12 10 0
Inspector .. .. .	14 11 6	14 18 0	14 8 6
Key-seating machinist .. .. .	13 1 0	13 7 6	12 18 0
Locksmith .. .. .	13 16 0	14 2 6	13 13 0
Machine setter .. .. .	13 16 0	14 2 6	13 13 0
Machinist—1st class .. .. .	13 16 0	14 2 6	13 13 0
Machinist—2nd class .. .. .	13 1 0	13 7 6	12 18 0
Machinist—3rd class .. .. .	12 12 0	12 18 6	12 9 0
Marker off (i.e., a fitter the greater part of whose time is occupied in marking off) .. .. .	14 0 6	14 7 0	13 17 6
Motor cycle mechanic .. .. .	13 11 6	13 18 0	13 8 6
Motor mechanic .. .. .	13 16 0	14 2 6	13 13 0
Mould polisher .. .. .	12 10 0	12 16 6	12 7 0
Patternmaker .. .. .	14 9 0	14 15 6	14 6 0
Pipe fitter on low pressure work .. .. .	13 1 0	13 7 6	12 18 0
Process worker .. .. .	12 6 0	12 12 6	12 3 0
Refrigeration mechanic or serviceman .. .. .	13 16 0	14 2 6	13 13 0
Safe maker and/or repairer (security work) .. .. .	13 16 0	14 2 6	13 13 0
Scalemaker and/or adjuster .. .. .	13 16 0	14 2 6	13 13 0
Scientific instrument maker .. .. .	14 9 0	14 15 6	14 6 0
Toolmaker .. .. .	14 9 0	14 15 6	14 6 0
Toolsmith .. .. .	14 0 6	14 7 0	13 17 6
Wet stone grinder and glazier (tradesman) .. .. .	13 16 0	14 2 6	13 13 0
Welder—Special class (as defined) .. .. .	14 0 6	14 7 0	13 17 6
Welder—1st class (as defined) .. .. .	13 16 0	14 2 6	13 13 0
Welder—2nd class .. .. .	12 12 0	12 18 6	12 9 0
Welder—3rd class .. .. .	12 8 0	12 14 6	12 5 0

Wages per Week of 40 Hours—continued.

Adults.	Within 20 Miles of G.P.O., Melbourne; 10 Miles of G.P.O., Geelong; at Warrnambool and within Mildura and Gippsland Districts.	At Yallourn.	Other Parts of Victoria.
	£ s. d.	£ s. d.	£ s. d.
Welder—tack .. .. .	12 10 0	12 16 6	12 7 0
Jobbing moulder and/or coremaker .. .. .	13 16 0	14 2 6	13 13 0
Plate and machine moulder and/or coremaker— 1st six months' experience .. .. .	12 12 0	12 18 6	12 9 0
2nd six months' experience .. .. .	12 15 0	13 1 6	12 12 0
3rd six months' experience .. .. .	12 18 0	13 4 6	12 15 0
Thereafter .. .. .	13 3 0	13 9 6	13 0 0
Experience for the purpose of calculating the rates payable to plate and machine moulders and/or coremakers shall include all experience as a moulder or coremaker, jobbing or machine, as the case may be, whether as a junior or an adult.			
Other employees with not less than three months' experience in the metal trades industry .. .. .	11 13 0	11 19 6	11 10 0
Employee not elsewhere classified .. .. .	11 7 0	11 13 6	11 4 0
<i>(b) Making or Repairing Typewriters, Book-keeping Machines, Adding Machines, Calculating Machines, Cash Registers, Duplicating Machines and Similar Machines.</i>			
Adding, calculating and book-keeping machine mechanic .. .. .	13 17 6	14 4 0	13 14 6
Cash register mechanic .. .. .	13 17 6	14 4 0	13 14 6
Tradesman .. .. .	13 16 0	14 2 6	13 13 0
First-class mechanic .. .. .	13 6 6	13 13 0	13 3 6
Second-class mechanic .. .. .	13 3 0	13 9 6	13 0 0
Process worker .. .. .	12 6 0	12 12 6	12 3 0
Other employees with not less than three months' experience in the metal trades industry .. .. .	11 13 0	11 19 6	11 10 0
Employee not elsewhere classified .. .. .	11 7 0	11 13 6	11 4 0

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

Tradeamen	s. d.
All other labour	4 6 per week.
	3 0 ..

LEADING HANDS.

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

Provided that an employee in an electrical supply undertaking detailed to act as leading hand in charge of two other adult employees working away from power station or workshop (one of whom is of the same classification as himself) shall be paid 6s. per week extra.

TRADESMEN IN LARGE POWER HOUSES.

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

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

APPRENTICESHIP.

3. (Other than those covered by the Apprenticeship Commission.)

Apprenticeship Trades.

(a) An employer shall not employ minors in the following trades or occupations otherwise than under a contract of apprenticeship as hereinafter provided:—

- (i) Braasfinisher (except the making of parts by specialized processes and the assembling thereof)
- (ii) Electrical fitter and/or armature winder (except the winding of armatures by specialized processes).
- (iii) Electrical mechanic.
- (iv) Fitter and/or turner.
- (v) Locksmith—making and/or repairing locks, including those of safes and strong-room doors, but not including the making of parts by specialized processes and the assembling thereof.
- (vi) Machinist—1st and 2nd class.
- (vii) Motor mechanic.
- (viii) Moulder and/or coremaker—jobbing.
- (ix) Patternmaker.
- (x) Refrigeration mechanic or serviceman.
- (xi) Safe and strong-room maker.
- (xii) Scale maker (except the making of parts by specialized processes and the assembling thereof).
- (xiii) Scientific instrument maker.
- (xiv) Smithing—Blacksmith, copper and/or brass smith.
- (xv) Welder—Special class.
- (xvi) Window frame fitter.
- (xvii) Brass polishing.
- (xviii) Adding machine, calculating machine, book-keeping machine, cash register, or first-class mechanic.

Contract of Apprenticeship.

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

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

Cancellation or Suspension of Indenture.

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

- (i) by mutual consent;

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

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

*Instruction in Welding.*

(d) The training of apprentices to blacksmithing, structural steel works, fitting or fitting and turning shall include instruction in electric welding and/or oxy-acetylene welding as far as is practicable with the facilities available in the shop in which they are trained.

*Proportion.*

(e) (i) An employer shall not employ apprentices in excess of the proportion hereinafter prescribed. Subject to this sub-clause the proportion of apprentices who may be taken by an employer shall not exceed one apprentice to every three or fraction of three tradesmen in the trade concerned.

- In the trades of—
- Welder—Special class;
- Motor mechanic; and
- Moulder and/or coremaker—jobbing;

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

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

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

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

- Fitter and/or turner,
- Machinist—1st and 2nd class,
- Motor mechanic, and
- Refrigeration mechanic or serviceman,

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

*Period of Apprenticeship.*

(f) The periods of apprenticeship, except as to those marked (i), (xi), (xii), and (xvi), shall be as follows:—

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

For the trades marked (i), (xi), (xii), and (xvi)—four or five years at the option of the contracting parties.

*Adult Apprentices.*

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

*Probationary Period.*

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

*Wages.*

(i) The minimum weekly rates of wage for apprentices shall be the under-mentioned percentages of the basic wage prescribed for the area in which they are employed, and in all contracts of apprenticeship hereafter made, the employer shall covenant to pay wages of not less than such rates.

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

*Wages per Week of 40 Hours.*

	Percentage of Basic Wage.	Total Wage Payable—		
		Within 20 Miles G.P.O., Melbourne; 10 Miles of G.P.O., Geelong; at Warrnambool; and within Mildura and Gippsland Districts.	At Yallourn.	Other Parts of Victoria.
	Per Week.	£ s. d.	£ s. d.	£ s. d.
Four and five-year terms—				
1st year .. .. .	32	3 11 6	3 14 0	3 10 6
2nd year .. .. .	43	4 16 6	4 19 0	4 15 0
3rd year .. .. .	54	6 1 0	6 4 6	5 19 6
4th year .. .. .	83	9 6 0	9 11 6	9 3 6
5th year .. .. .	100 plus 6s.	11 10 0	11 16 6	11 7 0
Four-year terms—Apprentice commencing after the age of 17 years—				
1st year .. .. .	34	3 16 0	3 18 6	3 15 0
2nd year .. .. .	54	6 1 0	6 4 6	5 19 6
3rd year .. .. .	83	9 6 0	9 11 6	9 3 6
4th year .. .. .	100 plus 6s.	11 10 0	11 16 6	11 7 0

The sum of 4s. per week shall be added to the above rates in the case of apprentice patternmakers. An employee who is under 21 years of age on the expiration of his apprenticeship and thereafter works as a minor in the occupation to which he has been apprenticed shall be paid at not less than the adult rate prescribed for that classification.

*Hours.*

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

*Overtime and Shift Work.*

(l) No apprentice under the age of 18 years shall be required to work overtime or shift work unless he so desires. No apprentice shall except in an emergency work or be required to work overtime or shift work at times which would prevent his attendance at technical school as required by any statute, Determination or regulation applicable to him.

*Payment by Results.*

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

*Lost Time.*

(n) The apprentice at the end of the calendar period of any year in which he has actually given service to the master upon less than the ordinary working days prescribed in this Determination, or in which he has unlawfully absented himself

without the master's consent, shall, for every day short of the said number of working days, and for every day of such absence, serve one day, and the calendar period of the succeeding year of his service shall not be deemed to begin until the said additional day or days shall have been served. Provided that in calculating the extra time to be so served the apprentice shall be credited with time which he has worked during the relevant year in excess of his ordinary hours.

**Prohibition of Premiums.**

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

**Attendance at Technical Schools.**

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

**Annual and Sick Leave.**

(q) Apprentices shall be entitled to sick and annual leave in accordance with the provisions of clauses 17 and 18 hereof respectively.

**IMPROVERS.**

4. Improvers employed at brass polishing or in the making or repairing of typewriters, book-keeping machines, adding machines, calculating machines, cash registers, duplicating machines, and similar machines shall be paid as follows:—

*Wages per Week of 40 Hours.*

	Percentage of Basic Wage.	Total Wage Payable—		
		Within 20 Miles of G.P.O., Melbourne; 10 Miles of G.P.O., Geelong; at Warrnambool; and within Mildura and Gippsland Districts.	At Yallourn.	Other Parts of Victoria.
	Per Week.	£ s. d.	£ s. d.	£ s. d.
1st year .. .. .	32	3 11 6	3 14 0	3 10 6
2nd year .. .. .	43	4 16 6	4 19 0	4 15 0
3rd year .. .. .	54	6 1 0	6 4 6	5 19 6
4th year .. .. .	83	9 6 0	9 11 6	9 3 6
5th year .. .. .	100 plus 6s.	11 10 0	11 16 6	11 7 0

Notwithstanding anything elsewhere in this Determination contained, where an improver is under the age of 21 years after completion of five years at the trade of making or repairing typewriters, book-keeping machines, adding machines, calculating machines, cash registers, duplicating machines, and similar machines, he shall be paid four-fifths of the second-class mechanic's time wage until reaching the age of 21 years.

Proportion of Improvers.—In the making or repairing of typewriters, book-keeping machines, adding machines, calculating machines, cash registers, duplicating machines, and similar machines—one improver to every two or fraction of two workers employed in this section.

Brass polishing.—One improver to every two or fraction of two brass polishers receiving not less than the minimum wage

**FEMALES AND UNAPPRENTICED MALE JUNIORS.**

5. (a) No junior other than an apprentice or an improver shall be employed at brass polishing or in assembling, making, or repairing typewriters, book-keeping machines, adding machines, calculating machines, cash registers, duplicating machines, and similar machines.

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

*Wages per Week of 40 Hours.*

	*Percentage of Basic Wage.	Margin.	Total Wage Payable—		
			Within 20 Miles of G.P.O., Melbourne; 10 Miles of G.P.O., Geelong; at Warrnambool; and within Mildura and Gippsland Districts.	At Yallourn.	Other Parts of Victoria.
	Per Week.	Per Week.	£ s. d.	£ s. d.	£ s. d.
<i>I.—Adult Females.</i>					
Under one month's experience ..	75	8 8 0	8 8 0	8 13 0	8 5 6
All others .. .. .	75	16 0	9 4 0	9 9 0	9 1 6

When employed in a classification for which the corresponding margin in clause 26 hereof exceeds 28s. per week, but does not exceed 40s. per week—75 per centum of such margin in lieu of the 16s. herein proscribed.

*II.—Junior Females.*

	*Percentage of Basic Wage.	Additional Amount.	£ s. d.	£ s. d.	£ s. d.
17 years of age and under ..	52	3 6	4 11 0	4 13 6	4 9 6
18 years of age .. .. .	62	4 0	5 8 0	5 11 6	5 6 6
19 years of age .. .. .	72	4 6	6 5 6	6 9 0	6 3 6
20 years of age .. .. .	82	5 0	7 3 0	7 7 0	7 0 6

*III.—Junior Males.*

	*Percentage of Basic Wage.	Additional Amount.	£ s. d.	£ s. d.	£ s. d.
Under 16 years of age .. .. .	24	2 0	2 16 0	2 17 6	2 15 0
16 years of age .. .. .	34	3 0	3 19 0	4 1 6	3 18 0
17 years of age .. .. .	46	4 0	5 7 0	5 10 0	5 5 6
18 years of age .. .. .	58	5 0	6 15 0	6 18 6	6 13 0
19 years of age .. .. .	73	6 0	8 9 6	8 14 6	8 7 6
20 years of age .. .. .	88	7 0	10 4 0	10 10 0	10 1 6

A junior employee of eighteen years or more shall be paid 3s. per week in addition to the rates prescribed herein while he is employed as a furnaceman or assistant to a furnaceman.

*IV.—Junior Males (Foundries).*

	*Percentage of Basic Wage.	Additional Amount.	£ s. d.	£ s. d.	£ s. d.
Under 16 years of age .. .. .	24	3 0	2 17 0	2 18 6	2 16 0
16 years of age .. .. .	32	4 3	3 16 0	3 18 0	3 15 0
17 years of age .. .. .	58	8 0	6 18 0	7 1 6	6 16 0
18 years of age .. .. .	73	10 0	8 13 6	8 18 6	8 11 6
19 years of age and over ..	88	11 6	10 8 6	10 14 6	10 6 0

\* The percentages for junior females relate to the female basic wage, but in all other cases relate to the male basic wage.

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

(c) Except in the case of employees in foundries, the minimum rate payable to a junior female of any age or a junior male of eighteen years or more each with less than six months' experience under this Determination shall, until he or she has had six months' experience, be 10 per cent. less than the amount represented by the percentage of the basic wage hereby prescribed for a junior employee of his or her age.

*Prohibited Occupations.*

(d) Junior employees shall not be employed:—

- (i) if under the age of 16 years—  
on oil or gas burners or fires used for heating of small articles or  
using electric arc or oxy acetylene blow pipe, or
- (ii) if under 18 years of age—  
die setting on power presses; or  
as furnacemen or assistants to furnacemen.

Clauses, other than clauses 2, 3, 4 and 5, of the said Determination shall remain in force.

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that this is crucial for ensuring transparency and accountability in the organization's operations.

2. The second part of the document outlines the various methods and tools used to collect and analyze data. It highlights the need for consistent and reliable data collection processes to support informed decision-making.

3. The third part of the document focuses on the role of technology in data management and analysis. It discusses how modern software solutions can streamline data collection, storage, and reporting, thereby improving efficiency and accuracy.

4. The fourth part of the document addresses the challenges associated with data collection and analysis. It identifies common pitfalls such as data inconsistency, incomplete records, and lack of proper documentation, and offers strategies to overcome these issues.

5. The fifth part of the document provides a detailed overview of the data collection and analysis process. It describes the steps involved in identifying data sources, gathering data, and performing various types of analyses to extract meaningful insights.

6. The sixth part of the document discusses the importance of data security and privacy. It emphasizes the need for robust security measures to protect sensitive information from unauthorized access and ensure compliance with relevant regulations.

7. The seventh part of the document explores the applications of data collection and analysis in various business contexts. It illustrates how data-driven insights can be used to optimize operations, improve customer service, and identify new market opportunities.

8. The eighth part of the document concludes by summarizing the key findings and recommendations. It reiterates the importance of a systematic and data-driven approach to organizational management and provides a clear path forward for future data collection and analysis efforts.