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[1952

Factories and Shops Acts.

DETERMINATION OF THE WHOLESALE GROCERS BOARD.

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

(b) On the 23rd December, 1912, the powers of the Wholesale Grocers Board were extended to enable it to fix rates for persons employed in the business of a wine and spirit merchant.

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 business of a wholesale grocer, including a seller of tea," has made the following Determination, namely:—

1. That on the 26th August, 1952, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

APPRENTICES AND IMPROVERS.			ALL OTHER EMPLOYEES.			
	Percentage of Basic Wage.	Wages per Week.	Wages per Week.			
			Within the cities of Ballarat and Bendigo, and the boroughs of Eaglehawk and Sebastopol.	All other Parts of Victoria where this Determination applies.		
		£ s. d.	£ s. d.	£ s. d.	£ s. d.	
Under 16 years of age	31	3 9 6				
16 years of age	38	4 5 0				
17 years of age	49	5 10 0				
18 years of age	65	7 5 6				
19 years of age	83	9 6 0				
20 years of age	100 + 1s.	11 5 0				
PROPORTION (IN ANY PLACE).						
<i>Apprentices.</i>						
One apprentice to every three or fraction of three workers receiving not less than 25s. per week.						
An indenture of apprenticeship proscribed by the Board was approved on 24th May, 1923.						
<i>Improvers.</i>						
One improver to every three or fraction of three workers receiving not less than 25s. per week.						
			Head cellarman, i.e., the principal employee engaged in testing, blending, reducing, or fining wines or spirits	13 10 6	13 14 0	
			Leading hand in charge of—			
			10 or more persons	13 10 6	13 14 0	
			6, 7, 8, or 9 persons	13 4 0	13 7 6	
			1, 2, 3, 4, or 5 persons	12 15 6	12 19 6	
			Storeman employed singly	12 15 6	12 19 6	
			All others	12 12 0	12 17 0	

NOTE.—"Leading hand" means an adult employee who, notwithstanding that he may be under the orders of a superior, has by the instructions of his employer one or more adult employees usually under his direction.

HOURS OF WORK.

3. The number of hours to constitute an ordinary week's work shall be 40, which shall be worked in five days Monday to Friday inclusive.

4.

TIMES OF BEGINNING AND ENDING WORK—

Times of Beginning Not earlier than— 7.30 a.m.	Times of Ending. Not later than— 5.30 p.m.	Monday to Friday inclusive.
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OVERTIME.

5. The following rates shall be paid for all work done:—

Outside the times of beginning and ending work in any day	} First two hours—Time and a half, thereafter—Double time.
Within the times of beginning and ending work, in excess of the maximum number of hours prescribed in clause 3	} Time and a half.

TEA MONEY.

6. Any employee required to work overtime for a period in excess of one hour after the time fixed for ending work shall be allowed four shillings tea money in addition to overtime rates as prescribed in this Determination.

MEAL PERIOD.

7. A meal period of not less than half an hour shall be taken between the hours of 12 noon and 2 p.m.

TERMS OF ENGAGEMENT.

8. (a) Employees are to be engaged as weekly or casual employees. A weekly employee is one engaged by the week and paid by the week, and whose engagement shall be terminable by one week's notice on either side, such notice not to be continued from week to week.

(b) After one full week's work, such notice may be given to a weekly employee at any time, but an employer may pay one week's wages in lieu of notice.

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

(d) A weekly employee to be entitled to the weekly wage shall be available, ready, and willing to perform his or her usual work during the days and hours usually worked by such class of employee, and may be summarily dismissed for dishonesty, misconduct, neglect of duty, or for absence from work without reasonable cause, and in the event of such dismissal the employee shall be paid only for the time actually worked.

CASUAL EMPLOYEES.

9. Casual employees, i.e., employees engaged for less than two full weeks shall be paid at ordinary wages rate with an addition of thirty-three and one-third per centum.

HOLIDAYS.

10. Employees, provided their services are not required, shall be entitled to the following public holidays without deduction of pay:—New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Anzac Day, Labour Day, Queen's Birthday, Melbourne Show Day, Melbourne Cup Day, Christmas Day, and Boxing Day.

SPECIAL RATES.

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

ANNUAL HOLIDAYS.

12. The annual holidays for employees covered by this Determination shall be in accordance with the provisions, as may be amended from time to time, of the *Factories and Shops (Annual Holidays) Act 1946* (No. 5111).

REST INTERVAL.

13. There shall be a rest interval of 10 minutes at a time fixed by the employer between 10 a.m. and 11.30 a.m. on each day (Monday to Friday inclusive in each week) for each employee, such time to count as time worked.

CERTIFICATE OF SERVICE.

14. Any worker when leaving or being discharged from his or her employment shall be given by the employer a certificate stating the date when such employment began and the date when such employment terminated.

PAY DAY.

15. Payment of wages shall be made not later than Thursday of each week and during the ordinary working hours, provided that wages shall be paid on the day preceding a public holiday if such holiday is observed on the usual pay day.

SICK LEAVE.

16. (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 November, 1948, shall be disregarded provided that any accumulated sick leave, not exceeding 120 hours of working time, standing to the credit of the employee on the 1st November, 1951, shall not be reduced by virtue of the provisions of this sub-clause.

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

UNION PICNIC DAY.

17. All establishments covered by this Determination shall close and be kept closed on the day fixed as Union Picnic Day.

FIRST-AID OUTFIT.

18. In each establishment the employer shall provide and continuously maintain, at a place reasonably accessible to all employees, an efficient first-aid outfit, as prescribed by clause 8 of chapter 9 of the Regulations under the *Factories and Shops Act 1928*.

PROVISION OF OVERALLS.

19. An employee, with not less than one month's service with the same employer, shall be provided with one pair of overalls per year by the employer, free of cost to the employee. Such overalls shall remain the property of the employer.

PROVISION OF PIE HEATER AND BOILING WATER.

20. The employer shall provide a pie heater for the use of employees and boiling water at meal times.

DINING FACILITIES, CHANGE ROOMS AND LOCKERS.

21. The employer shall provide suitable dining facilities, change rooms and lockers for the use of employees.

PERIODICAL ADJUSTMENT OF WAGES.

22. The wages rates for adults set out in clause 2 are based upon the following basic wage, and, pursuant to the provisions of section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically adjusted as prescribed by clause 23.

BASIC WAGE.

Place.	Basic Wage (Adjustable).	Index Number Set Assigned.
Throughout the State	£ s. d. 11 4 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

23. (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 November, 1952, the amount of the basic wage shall be as prescribed in clause 22.

(c) During each future successive period beginning with the first pay period to commence in a November, a February, a May, or an August, the amount of the basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's "all items" retail price index number by the factor 103 taken to one place of decimals, the resultant whole number being the amount of the basic wage expressed in shillings, but should the decimal number reach 5 or more the basic wage shall be taken to the next higher shilling.

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

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

J. V. WILLOX, Secretary.

Melbourne, 11th August, 1952.

