



# VICTORIA GOVERNMENT GAZETTE.

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[1953

Factories and Shops Acts.

## DETERMINATION OF THE UNDERTAKERS BOARD.

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

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which, since the 17th February, 1932, has had the power to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons wheresoever employed in the business or occupation of an undertaker, or maker of coffins," has made the following Determination, viz. :—

1. That, as from the beginning of the first pay period to commence on or after the 20th May, 1953, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2. WAGES PER WEEK OF 40 HOURS.\*

Apprentices.			Improvers.			Other Employees.			Within the Metropolitan District.	Outside the Metropolitan District.
WAGES.			WAGES.			WAGES.			s. d.	s. d.
—	Percentage of Basic Wage.	—	Age.	Percentage of Basic Wage.	—				s. d.	s. d.
1st year ..	39	s. d. 90 6	Under 18..	58	134 6	Workers engaged in making coffins of wrought timber for either polishing or varnishing ..			292 6	289 6
2nd .. ..	54	125 6	18 .. ..	77	178 6	Workers engaged in making other coffins, trimming or polishing coffins, or conducting funerals			270 6	276 6
3rd .. ..	68	158 0	19 .. ..	99	229 6	Chauffeurs who make adjustments and attend to actual running repairs to motor hearses, coaches, or wagons .. .. .			279 0	276 0
4th .. ..	90	209 0	20 .. ..	100 +	257 6	Other chauffeurs who drive and may be required to change tyres, oil, and/or plugs, or grease, clean, and/or polish a motor vehicle ..			269 0	266 0
5th .. ..	100 +	249 6		25/6		All others .. .. .			269 0	266 0
Proportion (within any factory or place). One apprentice to every two or fraction of two workers receiving not less than 266s. per week. An amended indenture of apprenticeship prescribed by the Board was approved on 9th November, 1915.			Proportion (within any factory or place). One improver to every seven or fraction of seven employees receiving not less than 266s. per week.			Provided that employees who live at either principal or branch establishments shall receive 20s. per week extra and shall be charged not more than a weekly rental of 1s.				

\* The hours fixed above for the week's work are to be taken as including time occupied in attending to horses on Sundays (not exceeding two hours).

Allowances.—For allowances under this Determination see clause 10.

### TIMES OF BEGINNING AND ENDING WORK.

3. The ordinary times of beginning and ending work shall be between 8 a.m. and 5.30 p.m. Monday to Friday inclusive. A meal interval of 60 minutes shall be allowed, and taken between the hours of 11 a.m. and 2 p.m.

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## WEEK-END BURIAL OR CREMATION.

4. Within a radius of 25 miles from the Post Office situated at the corner of Bourke and Elizabeth streets, Melbourne, no employee shall be required to participate in the conduct of any burial or cremation on a Saturday or Sunday, subject to the following exceptions:—

(a) Unless such burial or cremation is by direction of the District Officer of Health and—

(i) the deceased has died from an acute infectious disease; or

(ii) the body is in a state of obvious decomposition at the time when the funeral arrangements are being made;

(b) the deceased person died between the hours of midday and midnight on the preceding Thursday; or

(c) where any of the holidays prescribed in clause 17 of this Determination occurs on the following Monday, save and except when the preceding Saturday is also prescribed as a holiday in the said clause 17.

## OVERTIME.

5. Outside the hours fixed as the times of beginning and ending work }  
 Within the hours so fixed in excess of the number of hours as fixed for a week's work } Time and a half.  
 Provided that any employee required to do any removal work occupying any time between midnight and 6 a.m. on any day shall be paid a minimum of £1 5s. for each occasion he is so required to work.

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

## TERMS OF ENGAGEMENT.

6. Any employee (other than a casual employee) willing and available to work shall, in respect of each week of his employment, be paid the full weekly wage fixed by this Determination and shall, in addition, be paid at overtime rates for work done in excess of or outside the ordinary hours of employment.

## CASUAL LABOUR.

7. Casual employees, i.e., persons who are 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 quarter, with a minimum of one pound per day.

## ANNUAL HOLIDAY.

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

## PAYMENT OF WAGES.

9. All wages must be paid on Thursday, and in the employer's time. Each pay envelope shall be endorsed with the gross amount payable to the employee, and an itemised statement as to the amounts of deductions therefrom.

## ALLOWANCES.

10. (i) To the amounts otherwise prescribed in this Determination shall be added the following:—(a) Driver of a motor vehicle fitted with a charcoal gas producer unit—for each day or portion thereof upon which he is called upon to drive and/or clean such unit, 1s. per day; (b) Cleaner of gas producer unit (who is not a driver) for each day or part thereof upon which he is called upon to clean such unit, 1s. per day.

(ii) Suitable overalls and gloves shall be provided by the employer for employees cleaning gas producer units.

(iii) An employer shall reimburse an employee the cost of any telephone calls made under instructions by him or in the case of an emergency in connexion with the duties of such employee.

## PAYMENT FOR HOLIDAYS.

11. All employees shall be entitled to the holidays prescribed in clause 17 without deduction of pay.

## SICK LEAVE.

12. (a) Any employee (other than a casual employee) who has had not less than six months' service with the same employer shall be entitled to leave of absence on account of ill-health, provided he has submitted, within 24 hours of the commencement of such absence, satisfactory evidence that same is not the result of his own misconduct. If the conditions hereinbefore stated have been complied with, the employee shall be entitled to leave of absence (without deduction of pay) for a period not exceeding in the aggregate 40 hours of working time in any year of service.

(b) Notwithstanding anything contained in sub-clause (a) hereof, if the full period of sick leave as prescribed therein is not taken in any year such portion as is not taken shall, provided the employee remains in the service of the one employer, or any successor of such employer, be cumulative from year to year and also cumulative upon any sick leave (not exceeding 120 hours of working time) which may have been standing to the credit of the employee on the 1st May, 1953.

(c) 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 sub-clause (b) hereof.

## SUNDAY WORK.

13. All employees assisting in the carrying out of funerals or removals on any Sunday shall be paid a minimum of 20s. for such work.

## PICNIC DAY.

14. The third Wednesday in February in each year shall be observed as a holiday within a radius of 25 miles of the General Post Office, Melbourne, and at Ballarat, Bendigo, Geelong, and Warrnambool.

## EXTENDED JOURNEY.

15. A motor driver shall not be required to travel on any journey extending over 110 miles from the employer's headquarters unless accompanied by a male adult employee who shall also be a licensed motor driver.

## TERMINATION OF EMPLOYMENT.

16. Except in a case where an employee has been guilty of misconduct, seven days' notice of termination of employment shall be given by either employer or worker, or a week's wages shall be paid or forfeited, as the case may be, in lieu thereof.

## SPECIAL RATES.

17. Time and a half, with a minimum payment of 10s., shall be paid for all work done on a Saturday, and double time shall be paid for all work done on Sundays, New Year's Day, Australia Day, Picnic Day, Labour Day, Good Friday, Easter Monday, Anzac Day, Queen's Birthday, Christmas Day, Boxing Day, and (i) within the Metropolitan District as defined in the *Factories and Shops Acts—Melbourne Cup Day and Show Day*; (ii) outside the said Metropolitan District—*Melbourne Cup Day and Show Day* or, in lieu of such days, holidays to be mutually agreed upon between any employer and a majority of his employees; but, if any other day be by Act of Parliament or proclamation substituted for any of the above-named holidays, the special rate shall only be payable for work done on the day so substituted.

PROVISION FOR PROTECTIVE CLOTHING.

18. Gum boots shall be provided for employees whilst washing vehicles. Raincoats and rubber gloves for the use of employees when same are necessary, shall be provided by the employer.

STANDING BY TIME.

19. An employee called upon to stand by, that is, to hold himself available if wanted, shall be paid the following rates :—
- (a) Between the hours of 5.30 p.m. and midnight (Monday to Friday)—3s. per night;
  - (b) Between 1 p.m. on Saturday, and 6 a.m. on the following Monday, 6d. per hour for each hour he is so required to stand by;
  - (c) The allowances prescribed in sub-clauses (a) and (b) hereof shall be in addition to appropriate payments for any work done during the hours therein mentioned;
  - (d) Notwithstanding anything contained in sub-clauses (a) or (b) hereof, an employee required to stand by at an employer's place of business shall be entitled to be paid at the rate prescribed for a chauffeur who makes adjustments and attends to actual running repairs to motor hearses, coaches, or wagons for all time he is so required to stand by.

EXHUMATIONS.

20. Any undertaker's assistant required to do any work in a cemetery in connexion with an exhumation shall receive an allowance of £1 in addition to his ordinary wage.

PIECEWORK.

21. That the lowest piecework prices to be paid to persons for doing work of the kinds specified in the following Schedule shall be :—

SCHEDULE.

All Inside Measurements (Head to Heel).	If made Throughout by Hand—			If made with the Aid of Machinery Actually Installed on Employer's Premises, and Driven by Steam, Gas, Oil, Water, or Electric Power—		
	Not Exceeding 20 Inches Wide.	Over 20 Inches, but not Exceeding 22 Inches Wide.	Exceeding 22 Inches Wide.	Not Exceeding 20 Inches Wide.	Over 20 Inches, but not Exceeding 22 Inches Wide.	Exceeding 22 Inches Wide.
	Each.	Each.	Each.	Each.	Each.	Each.
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
Best oak, maple, myrtle, or other wrought hardwood coffins, over 4 ft. 9 in. long	104 9	111 3	117 6	91 8	98 8	106 7
Plain oak, maple, myrtle, or other wrought hardwood coffins, over 4ft. 9 in. long (with or without a plinth)	93 8	100 6	106 10	82 6	88 8	95 2
Kauri, cedar, white pine, or other wrought soft-wood coffins, best, over 4 ft. 9 in. long	78 10	81 8	87 11	69 3	73 7	77 4
Kauri, cedar, white pine, or other wrought soft-wood coffins, plain, with or without a plinth, over 4 ft. 9 in. long	63 2	67 11	73 6	56 2	60 7	67 4
Common coffins, over 4 ft. 9 in. long	14 2	15 10	17 8	12 4	13 11	15 10
Common coffins, over 4 ft. 9 in. long, over 1 inch in thickness	15 10	17 8	19 9	13 11	15 10	17 8
	s. d.			s. d.		
Oak, maple, myrtle, or other wrought hardwood coffins, up to 4 ft. 9 in. long	58 5 each			49 6 each		
Kauri, cedar, white pine, or other wrought soft-wood coffins, up to 4 ft. 9 in. long	48 0 ..			38 7 ..		
Common coffins, up to 2 feet long	63 2 per dozen			48 10 per dozen		
Common coffins, over 2 feet and up to 3 feet long	85 3 ..			68 0 ..		
Common coffins, over 3 feet and up to 4 ft. 9 in. long	115 7 ..			90 11 ..		
Inside shells for lead coffins	42 1 each			28 4 each		
Cover lids, up to 2 feet wide	58 7 per dozen			39 9 per dozen		
Cover lids, over 2 feet wide	63 11 ..			63 1 ..		
	s. d.			s. d.		
Extra for common coffins or coverlids if glued	.. .. .			.. 3 5 each		
Extra for lids made with two or three decks	.. .. .			.. 22 4 ..		

DEFINITION.

22. "Best" coffin means a coffin which bears any ornamentation other than a plinth.

PERIODICAL ADJUSTMENT OF WAGES.

23. The wages rates for adult males set out in clause 2 are based upon the following basic wage and, pursuant to the provisions of section 21 of the *Factories and Shops Act 1934*, this Board hereby determines that such rates shall be automatically adjusted as prescribed in clause 24. Provided that piecework prices shall be adjusted proportionately to adjustments of the basic wage, such adjustments to be to the nearest 1d.

Basic Wage.

Place.	Basic Wage (Adjustable).	Index Number Set Assigned.
	£ s. d.	
Throughout the State	11 12 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

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

(b) Until the beginning of the first pay period to commence in August, 1953, the amount of the Basic Wage shall be as prescribed in clause 23.

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

(d) The wages 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.

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

J. W. RYAN, Secretary.

Melbourne, 5th May, 1953.