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GOVERNMENT GAZETTE.

VICTORIA

[*Registered at the General Post Office, Melbourne, for transmission by post as a newspaper.*]

No. 968] **FRIDAY, NOVEMBER 27.** **[1953**

Factories and Shops Acts.

DETERMINATION OF THE BOARDING SCHOOL EMPLOYEES BOARD.

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

In accordance with the provisions of the Factories and Shops Acts the Wages Board appointed to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed at domestic work in or in connexion with sub-primary, primary, or secondary boarding schools, has made the following Determination, namely :—

1. That as from the 15th October, 1953, the last previous Determination of this Board shall be revoked and replaced by this Determination.

WAGES.

2.(*a*) *Apprentices or Improvers.*

Males.	Percentage of Basic Wage.	Per Week.	Females.	Percentage of Female Basic Wage.	Per Week.
		s. d.			*s. d.*
Under 17 years of age	57	134 0	Under 16 years of age	46	81 0
17 years of age and under 18	68	160 0	16 years of age and under 17 ..	56	98 6
18 years of age and under 19	79	185 6	17 years of age and under 17½ ..	65	114 6
19 years of age and under 20	90	211 6	17½ years of age and under 18 ..	74	130 0
20 years of age and under 21	100 + 3/6	238 6	18 years of age and under 19 and thereafter the minimum wage. ..	84	148 0

Proportion (in any place).

Apprentices.—One apprentice to every four or fraction of four workers of either sex receiving not less than the minimum wage.

Improvers.—One improver to every four or fraction of four workers of either sex receiving not less than the minimum wage.

(*b*) *Other Employees.*

Males.	Per Week.	Females.	Per Week.
	£ *s. d.*		£ *s. d.*
First Cook, where the number of persons employed in the kitchen is		First Cook, where the number of persons employed in the kitchen is	
Eight or more	14 8 6	Eight or more	11 5 6
Five, six, or seven	14 3 6	Five, six, or seven	11 1 0
Four or less	13 18 6	Four or less	10 15 3
Cook employed alone	13 3 6	Cook employed alone	10 3 3
Second Cook, where the number of persons employed in the kitchen is		Second Cook, where the number of persons employed in the kitchen is	
Eight or more	13 13 6	Eight or more	10 10 6
Five, six, or seven	13 8 6	Five, six, or seven	10 5 0
Four or less	13 3 6	Four or less	9 19 3
Vegetable Cook	12 13 6	Vegetable Cook	9 10 0
Other Cooks	12 18 6	Other Cooks	9 16 0
Kitchenman, pantryman, houseman, or waiter ..	12 9 6	Head waitress	9 12 0
All others	12 9 6	Needlewoman or seamstress	9 12 0
		Kitchenmaid, pantrymaid, housemaid, or waitress	9 5 0
		All others	9 5 0

No. 968.—10374/53.—PRICE 6D.

DEDUCTIONS FOR BOARD AND/OR BOARD AND LODGING.

(c) The amounts which may be deducted from the wages when an employee is provided with board only or board and lodging shall be :—

	Board Only.		Board and Lodging.	
	Percentage of Basic Wage.	Per Week.	Percentage of Basic Wage.	Per Week.
(i) *Apprentices or Improvers.*				
Males.		s. d.		s. d.
Under 17 years of age	6	14 0	8	18 9
17 years of age and under 18	7·5	17 6	10	23 6
18 years of age and under 19	8·25	19 6	11	25 9
19 years of age and under 20	9·75	23 0	13	30 6
20 years of age and under 21	10·5	24 9	14	33 0
Females.				
Under 16 years of age	6	14 0	8	18 9
16 years of age and under 17	7·5	17 6	10	23 6
17 years of age and under 17½	8·25	19 6	11	25 9
17½ years of age and under 18	9·75	23 0	13	30 6
18 years of age and under 19	10·5	24 9	14	33 0
(ii) *Other Employees.*				
Other employees	12	28 3	16	37 6

HOURS.

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

TIMES OF BEGINNING AND ENDING WORK.

4. The times of beginning and ending work shall be between the hours of 6.30 a.m. and 7.30 p.m.

OVERTIME.

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

(a) Within the times of beginning and ending work in excess of 7 hours 20 minutes per day or in excess of 40 hours per week—Time and a half.

(b) Outside the times of beginning and ending work—Double time.

DAY OFF EACH WEEK.

6. Each employee shall have at least one full day off in each week. The full day shall operate as from the finishing time of work on the day immediately preceding the day off and until the starting time of the day immediately succeeding the day off.

The day off shall be rostered and shall not be altered except by mutual agreement between the employer and the employee.

TERMS OF EMPLOYMENT.

7. All employees (other than casual employees) shall be engaged by the week and shall be paid either on Thursday or Friday of each week. Except in the case of misconduct by either employer or employee, one week's notice shall be given by the employer or employee to terminate employment, or in lieu of such notice, one week's wages shall be paid by the employer or forfeited by the employee. When notice of termination of service has been given, employees shall be paid within 24 hours from the expiry of such notice.

CASUAL LABOUR.

8. (a) Casual employees, i.e., persons employed for less than the number of hours fixed for an ordinary week's work shall be paid as follows:—

For the first 20 hours .. .. Time and a half.
Thereafter .. .. Time and a third.

(b) Notwithstanding the provisions of sub-clause (a) hereof, if a casual employee works on any holiday as prescribed in Clause 9 he or she shall receive double time for all time worked on such day.

(c) Casual employees shall receive a minimum of four hours' work at casual rates on each day so employed.

PUBLIC HOLIDAYS.

9. (i) All employees (other than casual employees) shall be entitled to the following holidays without deduction of pay, viz., New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, Anzac Day, Queen's Birthday, Show Day, Christmas Day and Boxing Day, but if any other day be by Act of Parliament or Proclamation substituted for any of these holidays, employees shall be entitled to the days so substituted.

Provided that if any employee works on any of such holidays or such holiday occurs on his or her rostered day off or during his or her period of annual leave or sick leave, he or she shall be given :—

(a) within four weeks following the date on which such holiday occurred—

(i) one extra day's pay, or

(ii) equal time off in lieu thereof, or

(b) one day shall be added to his or her annual leave.

(ii) In connexion with the visit to Australia of Her Majesty Queen Elizabeth II., 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.

Provided that an employee who fails to attend for work on the working days before and/or after such public holiday or public half-holiday without reasonable excuse shall not be entitled to be paid for such public holiday or public half-holiday.

SPECIAL RATE FOR SUNDAYS.

10. All work done on Sunday within an employee's ordinary week's work of 40 hours shall be paid for at the rate of time and a half or alternatively :—

(i) one half day off in lieu thereof shall be given within 4 weeks, or

(ii) one half day shall be added to his or her annual leave.

ANNUAL LEAVE.

11. Each employee (other than a casual employee) shall receive two weeks' leave annually without deduction of pay. Provided that any employee who has completed three but less than twelve months' service shall, if employment is terminated, receive a proportionate allowance in money that the period of service bears to one year.

SICK LEAVE.

12. Any employee (other than a casual employee) who has been in the service of an employer for not less than three months shall be entitled to twelve working days' sick leave of absence with full pay during each subsequent twelve months' service, provided he or she produces, within 24 hours, evidence satisfactory to his or her employer that such absence was caused by ill-health or by accident.

FARES.

13. Casual employees shall be entitled to all fares exceeding 3d. per day necessarily incurred.

UNIFORMS.

14. Where any female employee is required by the employer to wear a uniform, such uniform shall be provided and laundered by the employer free of cost to the employee. A uniform shall mean and be deemed to be a coat, skirt, apron, cuffs, or any other special articles of clothing.

RIGHT OF ENTRY.

15. Any representative of employees on the Boarding School Employees Wages Board, authorized in writing by the Chairman of the Board, shall have the right to enter any establishment 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 on a demand by the employer or his representative for such production.

BASIC WAGE.

16. (*a*) The wages rates of adult males set out in clause 2 (*b*) are based upon the following basic wage.

Place.	Basic Wage	Index Number Set Assigned.
	£ *s.* *d.*	
Throughout the State	11 15 0	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.

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

(*d*) The amounts deductable for Board and/or Board and Lodging shall be the appropriate percentages as set out in clause 2, such amounts shall be calculated to the nearest 3d. half or less than half to be disregarded.

P. A. RANDLES, J.P., Chairman.

J. V WILLOX, Secretary.

Melbourne, 30th September, 1953.

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No. 969] **FRIDAY, NOVEMBER 27.** **[1953**

Factories and Shops Acts.

DETERMINATION OF THE LIMEBURNERS BOARD.

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

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which now has power "to determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the process, trade, or business of:—

(*a*) making lime;

(*b*) pulverizing or bagging limestone;

has made the following Determination namely:—

1. That as from the 13th October, 1953, the last previous Determination of this Board shall be revoked and replaced by this Determination.

WAGES.

2. The rates prescribed in Columns lettered "A" are payable until the beginning of the first pay period to commence in May, 1952, thereafter the rates prescribed in Columns lettered "B" shall be payable.

(*a*) *Apprentices or Improvers* (*Day Shift*).

Wages Per Week of 40 Hours.	Percentage of Basic Wage.	—
		s. d.
16 years of age or under	49	115 0
17 years of age	57	134 0
18 years of age	70	164 6
19 years of age	86	202 0
20 years of age	100 plus 20s. 6d.	255 6

No. 969.—10917/53.—PRICE 6D.

PROPORTION (WITHIN ANY PLACE).

One apprentice and one improver to every three or fraction of three workers receiving not less than 263s. per week of 40 hours.

An indenture of apprenticeship prescribed by the Board was approved on 15th March, 1923.

(b) *Other Employees (Day Shift).*

Wages Per Week of 40 Hours.	—
	s. d.
Group 1.	
Hydrator Attendant	285 0
Group 2.	
Operator of a mechanical bagging machine	280 6
Group 3.	
Lime burner or feeder, Drawer, or Attendant	273 0
Group 4.	
Crusher hand, Lime screener, Drawer's assistant, Slack lime worker, Loader (a person assigned by the foreman as responsible for the correct loading and tallying of a consignment)	266 0
Group 5.	
All others	263 0

EXTRA PAYMENT FOR EMPLOYEES ON AFTERNOON OR NIGHT SHIFT.

3. Employees on Afternoon or Night Shift shall receive the rates provided in clause 2, plus 10 per cent.

MIXED FUNCTIONS.

4. An employee engaged for half or more of one day or shift on duties carrying a higher rate than his ordinary classification shall be paid the higher rate for such day or shift. If for less than half of one day or shift he shall be paid the higher rate for the time so worked.

ORDINARY WEEKS WORK.

5. The ordinary hours for a weeks work shall be as follows :—

(a) For persons other than shift workers—

40 hours per week to be worked—

Monday to Friday	8 hours between 8 a.m. and 5 p.m.
Saturday	4 hours between 8 a.m. and noon

The above times of beginning and ending work may be varied on any job by mutual consent of the employer and a majority of the employees, but in no case shall the total number of hours be increased except with the permission of the majority of the workers concerned.

(b) By shift workers—

Morning shift	7 a.m. to 3 p.m.
Afternoon shift	3 p.m. to 11 p.m.
Night shift	11 p.m. to 7 a.m.

OVERTIME.

6. (a) Persons other than shift workers—

For all time worked, excluding Sundays, outside the hours or in excess of the number of hours fixed in clause 5—Time and a half for the first three hours on any day, and double time thereafter.

(b) *Shift workers.*—Shift workers for all time worked in excess of or outside the ordinary working hours shall be paid at the rate of time and a half for the first four hours and double time thereafter except when such time is worked :—

(i) by arrangement between employees themselves ;

(ii) for the purpose of effecting the customary rotation of shifts or is due to the fact that a relief man does not come on duty at the proper time.

Provided that where not less than eight hours' notice has been given to the employer by a relief man that he would be absent from work and the employee whom he should relieve is not relieved, then the unrelieved employee shall be paid time and a half for the first four hours and double time thereafter. All such overtime payments are in substitution for and not cumulative upon the shift work premiums hereinbefore prescribed.

(c) An employee recalled to work after the expiration of his ordinary working time or on a Sunday shall be paid for a minimum of two hours' work at the appropriate overtime rate.

WEEK END PENALTY RATES.

7. (a) *For persons other than shift workers*—Double time shall be the special rate payable for all work done on Sundays;

(b) *For shift workers*—Time and a quarter shall be the special rate payable for all work done during ordinary shift hours between midnight on Friday and midnight on Saturday, and time and a half shall be the special rate payable for all work done between midnight on Saturday and midnight on Sunday,

Where shifts commence between 11 p.m. and midnight on a Sunday, the time so worked shall not entitle the employee to a Sunday rate provided that time worked by an employee on shifts commencing between 11 p.m. and midnight on a Saturday and extending into Sunday shall be regarded as time worked on such Sunday.

EMERGENCY PROVISIONS.

8. (a) Notwithstanding anything elsewhere contained in this Determination the following provisions shall apply in the case of an employer who is subjected to restriction or rationing in the use of electric energy and/or coal gas and/or the emergency disconnexion thereof in accordance with orders or regulations approved by the appropriate lawful Authority.

(i) If by reason of such restriction or rationing or emergency disconnexion he is unable usefully to employ an employee for the whole or part of any day or shift, he may deduct from the wages of that employee payment for any part of a day or shift such employee cannot be usefully employed ; provided that—

(1) if an employer requires an employee to attend for work but is not able to employ him usefully the employee shall be entitled to be paid for two hours' work ;

(2) where an employee commences work he shall be entitled to be paid for four hour's work ;

(3) this sub-clause shall not apply to apprentices.

(ii) He may require any day worker to perform his ordinary hours of work (or any such ordinary hours of work) at any time on any day other than a Sunday on the basis of 40 hours per week. The following rates of pay shall apply for such work :—

(1) for work performed on Mondays to Fridays from 7 a.m. to 5.30 p.m. and on Saturdays from 7 a.m. to noon—ordinary time ;

(2) for work performed between noon and midnight on Saturday—ordinary time plus 50 per cent. ;

(3) for work performed at all other times (other than on a Sunday)—ordinary rates plus 50 per cent.

(iii) He may require any shift worker to perform his hours of work at any time (other than on a Sunday) on the basis of 40 hours per week. The following rates of pay shall apply for such work—

(1) for day work or day shift work—ordinary time ;

(2) for work performed between noon and midnight on Saturdays—ordinary rates plus 50 per cent. ;

(3) for afternoon and night shifts—ordinary rates plus 10 per cent. ;

(4) nothing contained in this sub-clause shall operate so as to reduce the shift premiums payable to employees who were shift workers working on afternoon and night shifts only at the date of such interference as aforesaid and who continue to work on such shifts.

(iv) He may alter the time at which meal breaks are usually taken and/or the duration of them, in order to avoid or mitigate the effects of such interference, without being liable to pay penalty rates for work done during the meal breaks ; provided that the commencing time of any meal break is not made more than one hour earlier or later than usual and that a meal break of at least twenty minutes is allowed ; and provided further that the employer shall, whenever it is practicable, consult the representative of the Australian Workers Union before acting under this paragraph.

PUBLIC HOLIDAYS.

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

Where shifts commence between 11 p.m. and midnight on a holiday, the time so worked shall not entitle the employee to the holiday rate provided that time worked by an employee on shifts commencing between 11 p.m. and midnight on a day preceding a holiday and extending into the holiday shall be regarded as time worked on such holiday.

(*b*) An employee who is not required to work on any holiday prescribed in sub-clause (*a*) hereof shall be entitled to be absent from work on such day without deduction of pay.

(*c*) In connexion with the visit to Australia of Her Majesty Queen Elizabeth II., 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.

Provided that an employee who fails to attend for work on the working days before and/or after such public holiday or public half-holiday without reasonable excuse shall not be entitled to be paid for such public holiday or public half-holiday.

CRIB TIME.

10. When shifts are worked time allowed as crib time shall be deemed to be time worked.

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 prescrived 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 March, 1949, shall be disregarded.

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

ANNUAL HOLIDAY.

12. (*a*) The annual holiday for an employee on weekly hiring, or a casual employee, 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.

(*b*) In addition to the above, seven day shift workers. that is shift workers who are rostered to work regularly on Sundays and holidays, shall be allowed for each twelve monthly qualifying period one week's leave including non-working days.

(*c*) Where an employee with twelve months' continuous service is engaged for part of the twelve-monthly period as a seven day shift worker, he shall be entitled to have the period of two week's annual leave prescribed by the said Act increased by 3⅓ hours for each month he is continuously engaged as aforesaid.

(*d*) If in any twelve-monthly qualifying period a seven day shift worker lawfully leaves his employment or his employment is terminated by the employer through no fault of the employee, the employee shall be paid, in addition to all other amounts (including any payment in lieu of annual leave as prescribed by sub-clause (*a*) hereof) due to him, an amount equal to one-fiftieth of his ordinary pay for the period of employment as a seven day shift worker.

PROTECTIVE CLOTHING.

13. Each employee shall receive an allowance of 2s. 6d. per week for the provision of protective clothing.

LOCKERS.

14. Where requested the employer shall, provide a suitable locker for the use of each employee.

MEAL ALLOWANCE.

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

DINING ROOM.

16. Where requested the employer shall provide for the use of employees a dining room properly equipped with tables and suitable seating accommodatiom.

SANITARY CONVENIENCES.

17. The employer shall provide proper and sufficient sanitary conveniences.

WASHING FACILITIES.

18. Where requested the employer shall provide a proper and sufficient number of hot and cold shower baths, and wash basins for the use of employees.

CHANGE ROOM.

19. The employer shall provide, reasonably adjacent to showers and wash basins, a sufficiently roomy enclosed change room to enable employees to change their clothes in privacy.

First-Aid Outfit.

20. In each workshop, and at other places where employees are regularly employed, the employer shall provide and continuously maintain, at a place or places reasonably accessible to all employees, an efficient first-aid outfit.

Such outfit shall be kept in some accessible place upon the premises and shall be equipped and supplied with the following articles :—

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

BASIC WAGE.

21. (*a*) The wages rates, for adult males set out in clause 2 are based upon the following basic wage.

In addition to the total basic wage provided in this clause the adult rates set out in clause 2 contain margins, and in addition war loadings of 4s.

(*b*) The wages of apprentices or improvers are the appropriate percentages as set out in clause 2, calculated to the nearest 6d., half or less than half of 6d. being disregarded.

Apprentices and improvers receive a *pro rata* war loading.

Place.	Basic Wage	Index Number Set Assigned.
	£ s. d.	
Victoria	11 15 0	Melbourne

A. V. BARNES, J.P., Chairman.

J. W. RYAN, Secretary.

Melbourne, 28th September, 1953.

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No. 970] FRIDAY, NOVEMBER 27. [1953

Factories and Shops Acts.

DETERMINATION OF THE SHOPS BOARD No. 19 (CONFECTIONERY, PASTRY, FRUIT AND VEGETABLE).

NOTES.—(a) This Determination applies to the following parts of Victoria, namely:—The Metropolitan District as defined in the Factories and Shops Acts and the Orders in Council made thereunder; the cities of Ballarat, Bendigo, Geelong, Geelong West, Warrnambool, and Newtown and Chilwell; and the boroughs of Eaglehawk and Sebastopol.

(b) On the 21st December, 1922, the Board was deprived of the power to determine the lowest prices or rates which may be paid to any persons employed whole or part time selling confectionery or pastry in any place in which the business of a restaurant is carried on, and such power was conferred exclusively on the Restaurant Board.

(c) On the 4th December, 1929, the power to determine the lowest prices or rates which may be paid to any persons employed in any bread shop was taken from the Shops Board No. 18 (Miscellaneous Shops) and conferred exclusively on the Shops Board No. 19 (Confectionery, Pastry, Fruit and Vegetable).

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 persons employed in confectionery and pastry shops or fruit and vegetable shops," has made the following Determination, namely:—

1. That as from the 14th October, 1953, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

Apprentices and Improvers.

Males. —	Percentage of Basic Wage.	Weekly Wage. s. d.	Females. —	Percentage of Female Basic Wage.	Weekly Wage. s. d.
15 years of age or under ..	30	70 6	15 years of age or under ..	37	65 0
16 years of age	39	91 6	16 years of age	43	75 6
17 years of age	48	113 0	17 years of age	53	93 6
18 years of age	60	141 0	18 years of age	63	111 0
19 years of age	73	171 6	19 years of age	74	130 0
20 years of age	87	204 6	20 years of age	85	149 6

PROPORTION (in any Shop or Place).
One apprentice and one improver to every three or fraction of three workers receiving not less than the minimum wage.

Other Employees.

Wages per Week of 40 Hours.

	s.	d.
(a) Manager or Departmental Manager	273	6
(b) Managerees or Departmental Managerees ..	200	9
(c) Shop Assistants—		
(i) Males	263	3
(ii) Females	187	6

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

No. 970.—10920/53.—PRICE 6D.

DEFINITIONS.

3. "Manager" or "Manageress" means the principal employee in any shop except a shop in which an owner or partner is working manager or working manageress.

"Departmental Manager" or "Departmental Manageress" means the principal employee in a department of a shop wherein employees' wages are not subject solely to this Determination, and where two or more persons are employed in such department.

OVERTIME.

4. Any employee who in any week works for any time in excess of 40 hours shall be paid for such extra time at the rate of time and a half.

SPREAD OF HOURS.

5. The period between the time of commencing work and the time of finishing work on any day shall not exceed ten hours, except on one day per week, when the period concerned shall not exceed twelve hours.

TERMS OF EMPLOYMENT.

6. (a) *Weekly Employment.*—Except as hereinafter provided employment shall be by the week and a weekly employee who is ready, willing, and available to work the number of hours prescribed herein as a week's work shall be paid the full weekly wage fixed herein irrespective of the number of hours worked not exceeding 40; provided however, that such an employee not attending for duty except as provided by clause 10 (Sick Leave) hereof shall lose his or her pay for the actual time of such non-attendance.

An employer may deduct payment for any day an employee cannot be usefully employed because of any strike or through any breakdown of machinery or any stoppage of work by any other cause arising out of such strike and for which the employer cannot be held responsible. Provided that any such time lost shall be counted as time worked in computing annual holidays and sick leave under this Determination.

(b) *Part Time.*—A weekly employee not ready, willing, and available to work the full number of hours normally worked by employees of similar classification with the same employer, but who is ready, willing, and available to work a specified lesser number of hours at his or her own request shall be paid *pro rata* the wages prescribed herein for 40 hours' work according to the number of hours worked.

(c) *Casual Employment.*—Where a person is ready, willing, and available to work the number of hours required by an employer, such being less than the number of hours prescribed herein as a week's work, he or she shall be paid as follows:—

For time worked up to the first 20 hours—

(i) In any week in which two or more Public Holidays occur—at the ordinary wages rate with an addition of 50 per centum;

(ii) In any other week—at the ordinary wages rate with an addition of 33⅓ per centum;

and for time worked beyond the 20 hours aforesaid—the ordinary wages rate; provided that the total amount payable, excluding any overtime, shall not exceed the wage prescribed for a week's work.

REFERENCES.

7. Every employee, on the termination of his or her engagement, shall be given by the employer, if the employee so desires, a certificate setting out the employee's length of service and qualifications.

SUNDAYS AND HOLIDAYS.

8. (a) Double time shall be the rate for all work done on Sundays, New Year's Day, Australia Day, Labour Day, Good Friday, Easter Monday, Anzac Day, Queen's Birthday, Christmas Day, Boxing Day, and within the Metropolitan District, Melbourne Show Day and Melbourne Cup Day. If any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays the rate shall be payable for work done only on the day so substituted.

(b) All employees, provided their services are not required, shall be entitled to the above-named holidays without deduction of pay.

(c) In connexion with the visit to Australia of Her Majesty, Queen Elizabeth II., 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.

Provided that an employee who fails to attend for work on the working days before and/or after such public holiday or public half-holiday without reasonable excuse shall not be entitled to be paid for such public holiday or public half-holiday.

PICNIC DAY (Confectionery Shops).

9. No person shall be employed at the work of selling confectionery within the Metropolitan District as defined in the Factories and Shops Acts on the day proclaimed as a trade holiday for the Manufacturing Confectionery trade. Any person absent from work on such day in accordance with this provision shall not suffer any loss of wages on account of such absence.

SICK LEAVE.

10. (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 August, 1948, shall be disregarded.

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

ANNUAL LEAVE.

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

(In his or her own interests each employer of labour should obtain a copy of the above Act which may be purchased from the Government Printer, Melbourne, at a cost of 1s., plus postage.)

PAYMENT OF WAGES, ETC.

12. Payment of all wages, overtime, special rates, and allowances due shall be made during working hours not later than Thursday each week.

BICYCLE ALLOWANCE.

13. Where any person uses his or her own bicycle in the delivery or collection of goods for the employer, or in connexion with the employer's business, such person shall receive the sum of 1s per day for each day or part thereof on which he or she is so required to use such bicycle in addition to any rate prescribed otherwise by this Determination.

CLOTHING.

14. Where any employee is required by his employer to wear any special uniform, dress or clothing, it shall be supplied, paid for, and if necessary, laundered by the employer, any such garment shall remain the property of the employer.

TIME AND WAGES RECORD.

15. The employer shall keep a time and wages record in the English language showing the name, age, and sex of each worker, the number of hours worked each week, and the wages and overtime paid each week.

Such record shall be open for inspection by a duly accredited representative of any of the following bodies, viz. :—The Shop Assistants and Warehouse Employees' Federation of Australia, The Federated Retail Confectionery, Refreshment and Mixed Business Association of Australia (Victorian Branch), the Melbourne and Metropolitan Retail Fruiterers and Greengrocers' Association, and the Victorian Master Pastrycooks' Association.

REST PERIODS.

16. All employees shall be allowed two rest intervals on each day as follows :—(*a*) The first of ten minutes to be allowed between the time of commencing work and the usual luncheon interval; (*b*) the second of ten minutes to be allowed between the usual luncheon interval and the time of ceasing work for the day. Such intervals are to be counted as part of time worked.

MEAL INTERVALS.

17. Every person shall be allowed and shall receive the following meal intervals, with permission to leave the shop during the whole of such intervals, viz. :—

On each day when work is done—1 hour for lunch, to be taken between noon and 3 p.m.

On each day when work is done after 7.30 p.m.—An additional interval of three-quarters of an hour, to be taken between 5 p.m. and 7.15 p.m.

MEAL MONEY.

18. Any employee who is required to work overtime in excess of one hour on any day shall receive an allowance of 5/- as meal money in addition to the rate provided in clause 4.

TERMINATION OF EMPLOYMENT.

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

POSTING OF DETERMINATION.

20. A copy of this Determination shall be kept posted at or near the entrance to any shop or place to which it applies.

FIRST-AID OUTFIT.

21. In each shop where employees are regularly employed the employer shall provide and continuously maintain, at a place or places reasonably accessible to all employees an adequate first-aid outfit.

BASIC WAGE.

22. (*a*) The wages rates for adult males set out in clause 2 are based upon the following basic wage.

Place.	Basic Wage.	Index Number Set Assigned.
	£ s. d.	
Within the area to which this Determination applies	11 15 0	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. being disregarded.

(*c*) The wages of apprentices and improvers are the appropriate percentages as set out in clause 2, such wages are calculated to the nearest 6d., half or less than half of 6d. being disregarded.

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

J. W. RYAN, Secretary.

Melbourne, 29th September 1953.

By Authority: W. M. HOUSTON, Government Printer, Melbourne.

VICTORIA

GOVERNMENT GAZETTE.

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No. 971] **FRIDAY, NOVEMBER 27.** **[1953**

Factories and Shops Acts.

DETERMINATION OF THE ENGRAVERS BOARD.

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

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which now has power to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the process, trade, or business of an engraver or die-sinker, or the process, trade, business, or occupation of making (but not enamelling) metal badges", has made the following Determination, namely :—

1. That as from the 10th October, 1953, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2. WAGES PER WEEK OF 40 HOURS.

Apprentices or Improvers.

—	Apprentices. Commencing Age: Under 16 Years.	Apprentices. Commencing Age: 16 or 17 Years.	Apprentices. Commencing Age: Over 17 Years.	Improvers.
	s. d.	s. d.	s. d.	s. d.
1st year's experience ..	61 0	80 0	101 0	70 6
2nd year's experience ..	91 6	113 0	141 0	105 6
3rd year's experience ..	122 0	152 6	192 6	134 0
4th year's experience ..	162 0	202 0	248 0	178 6
5th year's experience ..	202 6	248 0	..	214 0
6th year's experience ..	248 0	..	..	254 6

An employee who has completed his indenture shall be entitled to be paid the adult rate prescribed for the appropriate classification.

PROPORTION (IN ANY PLACE).

Apprentices.

One apprentice to every three or fraction of three workers engaged in any one of the following trades or occupations :—
Die sinking by hand, engraver by hand, engraver-copperplate, steel stamp cutter, badge tool maker.

Improvers.

One improver to every four workers receiving not less than the rate prescribed for the classification "Engravers by hand".

Juvenile Workers, i.e., persons under 21 years of age (other than apprentices or improvers) cleaning, cutting out blanks, dipping, numbering, saw piercing, polishing, sand blasting, waxing, pinning up, soldering, or press working.

	s. d.
Under 16 years of age	61 0
16 years of age	77 6
17 years of age	96 6
18 years of age	131 6
19 years of age	162 0
20 years of age	202 0

Other Employees.

	s. d.
Die Sinker, by hand and/or by machine ..	300 0
Badge Toolmaker	278 0
Steel Stamp Cutter	288 0
Engravers by hand	283 0
Engravers, copperplate	283 0
Pantagraph Operator (other than die sinking or steel stamp cutting)..	272 0
Stencil Plate Cutter	262 0
Drop Hammer Stamper who sets dies and makes force	259 0
Press Operator	257 0
Other Employees with not less than three months' experience in the industry	243 0
All Others	237 0

No. 971.—10925/53.—PRICE 6D.

TIME OF BEGINNING AND ENDING WORK.

	Time of Beginning.	Time of Ending.
3. On the day on which the half-holiday is usually observed	7.45 a.m. ..	12.30 p.m.
On the other working days of the week	7.45 a.m. ..	6 p.m.

OVERTIME.

4. (*a*) For all work done outside ordinary hours the rates of pay shall be time and a half for the first four hours and double time thereafter, such double time to continue until the completion of the overtime work. Provided that in the case of an apprentice or a junior, the rate for overtime shall be not less than the rate herein prescribed or 2s. 3d. per hour whichever is the higher.

(*b*) An employee required to work overtime for more than two hours without being notified on the previous day or earlier that he will be so required to work shall either be supplied with a meal by the employer or paid 4s., and 2s. 8d. for each subsequent meal, but such payment need not be made to employees living in the same locality as their workshops who can reasonably return home for meals.

Compulsory Overtime.

4A. An employer may require any employee to work reasonable overtime at overtime rates and such employee shall work overtime in accordance with such requirement.

An employee shall not be allowed to work more than six hours continuously without a break for a meal.

HOLIDAYS AND SUNDAY WORK.

5. Employees shall be entitled to the following public holidays without deduction of pay :—New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Queen's Birthday, Labour 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.

Where an employer is absent from his or her employment on the working day before or the working day after a public holiday without reasonable excuse or without the consent of the employer, the employee shall not be entitled to payment for such a holiday.

In any year prior to Queen's Birthday where a majority of the employees in any establishment so decides, Melbourne Cup Day may be substituted for Queen's Birthday.

Work done on Sunday or on any of the above-mentioned holidays shall be paid for at the rate of double time.

EMPLOYMENT FOR LESS THAN FULL WEEK.

6. Subject to clause 5 persons who are employed for less than 40 hours during any week shall be paid not less than the ordinary wages rate calculated *pro rata* according to the number of hours worked.

SICK LEAVE.

7. (*a*) An employee on weekly hiring who is absent from his work on account of personal illness, or on account of injury by accident arising out of and in the course of his employment, shall be entitled to leave of absence without deduction of pay, subject to the following conditions and limitations :—

(i) He shall not be entitled to paid leave of absence for any period in respect of which he is entitled to workers' compensation.

(ii) He shall, within 24 hours of the commencement of such absence, inform the employer of his inability to attend for duty and, as far as practicable, state the nature of the injury or illness and the estimated duration of the absence.

(iii) He shall prove to the satisfaction of his employer that he was unable on account of such illness or injury to attend for duty on the day or days for which sick leave is claimed.

(iv) He shall not be entitled in any year (whether in the employ of one employer or of several) to leave in excess of 40 hours of working time.

For the purpose of administering paragraph (iv) of this sub-clause an employer may, within one month of this Determination coming into operation or within two weeks of the employee entering his employment, require an employee to make a sworn declaration or other written statement as to what paid leave of absence he has had from any employer during the then current year; and upon such statement the employer shall be entitled to rely and act.

Single Day Absences.

(*b*) In the case of an employee who claims to be allowed paid sick leave in accordance with this clause for an absence of one day only such employee if in the year he has already been allowed paid sick leave on more than one occasion for one day only, shall not be entitled to payment for the day claimed unless he produces to the employer a certificate of a duly-qualified medical practitioner that in his, the medical practitioner's, opinion, the employee was unable to attend for duty on account of personal illness or on account of injury by accident. Nothing in this sub-clause shall limit the employer's rights under sub-clause (*a*) (iii) hereof.

Cumulative Sick Leave.

(*c*) Sick leave shall accumulate from year to year so that any balance of the period specified in sub-clause (*a*) (iv) of this clause which has in any year not been allowed to an employee by an employer as paid sick leave may be claimed by the employee and subject to the conditions hereinbefore prescribed shall be allowed by that employer in a subsequent year without diminution of the sick leave prescribed in respect of that year. Provided that sick leave which accumulates pursuant to this sub-clause shall be available to the employee for a period of two years, but for no longer from the end of the year in which it accrues.

Attendance at Hospital, &c.

(*d*) Notwithstanding anything contained in sub-clause (*a*) hereof an employee suffering injury through an accident arising out of and in the course of his employment (not being an injury in respect of which he is entitled to workers' compensation) necessitating his attendance during working hours on a doctor, chemist, or trained nurse, or at a hospital, shall not suffer any deduction from his pay for the time (not exceeding four hours) so occupied on the day of the accident, and shall be reimbursed by the employer all expenses reasonably incurred in connexion with such attendance.

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.

DEFINITION.

9. " Year " means the period between the 1st day of June in each year and the next 31st day of May.

BASIC WAGE.

10. The wages rates set in clause 2 are based upon the following basic wage:—

Place.	Basic Wage.	Index Number Set Assigned.
	£ s. d.	
Victoria	11 15 0	Melbourne

MARGINAL RATES.

11. In addition to the basic wage prescribed by clause 10, any adult employee of a classification specified hereunder shall be paid the margin hereinafter assigned to that classification:—

Classification.	Margin.
	s. d.
Die Sinker, by hand and/or by machine	65 0
Badge Toolmaker	43 0
Steel Stamp Cutter	53 0
Engravers by hand	48 0
Engravers, copperplate	48 0
Pantagraph Operator (other than die sinking or steel stamp cutting)	37 0
Stencil Plate Cutter	27 0
Drop Hammer Stamper who sets dies and makes force	24 0
Press Operator	22 0
Other Employees with not less than three months' experience in the industry	8 0
All Others	2 0

JUNIOR RATES.

12. The wage rates for junior employees shall be the under-mentioned percentages of the basic wage. Such rates shall be calculated to the nearest 6d. half or less than half of 6d. to be disregarded.

Apprentices or Improvers.				
	Apprentices.			Improvers.
—	Commencing Age.			
	Under 16 Years.	16 or 17 Years.	Over 17 Years.	
	%	%	%	%
1st year's experience ..	26	34	43	30
2nd year's experience ..	39	48	60	45
3rd year's experience ..	52	65	82	57
4th year's experience ..	69	86	100 + 13s.	76
5th year's experience ..	86	100 + 13s.	..	91
6th year's experience ..	100 + 13s.	..	..	100 + 19s. 6d.

Juvenile Workers, i.e., persons under 21 years of age (other than apprentices or improvers) cleaning, cutting out blanks, dipping, numbering, saw piercing, polishing, sand blasting, waxing, pinning up, soldering, or press working.	
	%
Under 16 years of age	26
16 years of age	33
17 years of age	41
18 years of age	56
19 years of age	69
20 years of age	86

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

J. W. RYAN, Secretary.

Melbourne, 25th September, 1953

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VICTORIA

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No. 972] FRIDAY, NOVEMBER 27. [1953

Factories and Shops Acts.

DETERMINATION OF THE CEMENT BOARD.

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

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board which now has power to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the process, trade, business, or occupation of—

(*a*) making Portland cement,

(*b*) quarrying or preparing the raw materials for Portland cement,

(*c*) extracting potash salts from the by-products of Portland cement"

has made the following Determination namely:—

1. That as from the 13th October, 1953, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

WAGES.

APPRENTICES AND IMPROVERS.

—	(*a*) CEMENT WORKS. Wages per Week.			
	Percentage of Basic Wage.	Rate.	Plus War Loading.	Total Wage.
	%	s. d.	s. d.	s. d.
Under 16 years of age	43	101 0	2 0	103 0
Under 17 years of age	53	124 6	2 9	127 3
Under 18 years of age	61	143 6	3 3	146 9
Under 19 years of age	74	174 0	4 0	178 0
Under 20 years of age	84	197 6	4 3	201 9
Under 21 years of age	95	223 0	5 0	228 0

(*b*) The wages for apprentices and improvers shall be the appropriate rates prescribed for cement works plus 7s. per week.

PROPORTION (in any factory or place).

Apprentices.

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

Improvers.

One improver to every five or fraction of five workers receiving not less than the minimum wage.

No. 972.—10931/53.—PRICE 6D.

OTHER EMPLOYEES (MALES).

(a) Cement Works.	*Wages per Week. Rate.	Plus War Loading.	Total Wage.
	s. d.	s. d.	s. d.
Cement Burner	293 0	6 0	299 0
Tester on Slurry Controls	288 0	6 0	294 0
Miller	285 6	6 0	291 6
Coal Drier	285 6	6 0	291 6
Potash plant attendant	281 6	6 0	287 6
Loader in railway trucks at bagging sheds	290 0	6 0	296 0
Machine Bag Filler	290 0	6 0	296 0
Electrostatic Precipitator Attendant	278 0	6 0	284 0
Pipe Line Attendant	268 0	6 0	274 0
Slurry Tank Attendant	278 0	6 0	284 0
Mammoth Crusher Attendant	303 6	6 0	309 6
Mammoth Crusher Assistant	273 6	6 0	279 6
Truck Trimmer	266 0	6 0	272 0
Truck Cleaner	264 0	6 0	270 0
Cleaner (other)	262 0	6 0	268 0
Truck Tarper	270 6	6 0	276 6
Mill Room Helper	269 6	6 0	275 6
Centrefuge Operator	273 6	6 0	279 6
Potash Residue Attendant	270 0	6 0	276 0
Experienced Factory Operative	264 6	6 0	270 6
Train Attendant	273 0	6 0	279 0
All others	241 0	6 0	247 0

(b) Quarries.	Rate.	Plus War Loading.	Total Wage.
	s. d.	s. d.	s. d.
Powder Monkey	310 0	6 0	316 0
Jack Hammerman	310 0	6 0	316 0
Platelayer	286 6	6 0	292 6
Bankman	284 0	6 0	290 0
Underground Quarryman	298 0	6 0	304 0
Pump Attendant	289 0	6 0	295 0
Signal Attendant	273 0	6 0	279 0
Leverman	270 6	6 0	276 6
Dump Man	273 0	6 0	279 0
String Puller	268 0	6 0	274 0
Switch Attendant	268 0	6 0	274 0
Dray Attendant	272 6	6 0	278 6
All others	248 0	6 0	254 0

LEADING HANDS.

(c) In addition to the appropriate wages rate prescribed in sub-clauses (a) or (b) hereof a Leading Hand shall be entitled to the following allowance:—

If in charge of 4 or less men .. 1/- per day.
If in charge of 5 to 8 men .. 1/6 per day.
If in charge of 9 men or more .. 2/- per day.

RATE FOR SHIFT WORK.

3. Underground Quarrymen shall receive 9d. per week in addition to their ordinary wage whilst employed on afternoon or night shift.

For other adult employees the extra rate for afternoon or night shift shall be an additional 12½ per cent. of the "All Others" rate for the section in which they are employed.

EXTRA RATES.

4. (a) Any person in Cement Works who is employed inside kilns or mills to reline same or who is required to work in Cement, Slurry Silos, or in the main coal bunker, shall be paid 6d. per hour in addition to the ordinary rate.

(b) Any person employed as an Underground Quarryman shall, when it becomes necessary for him to work in wet conditions, be paid 1s. per day extra.

(c) Any person employed on refractory work on new kilns shall be paid 6s. per week above the minimum wage.

(d) A "Train Attendant" required to operate continuously through a tunnel shall receive an additional 8/6 per week.

(e) Any person working on the lime stone face shall be paid an additional allowance at the rate of 10/- per week.

OVERTIME.

5. The ordinary hours shall be 40 per week, worked in five shifts of eight hours each, and any shifts worked in excess of such five shifts per week shall be paid for at time and a half. Provided further that any shift worker who is called upon to work any shift normally outside of his rostered shifts, shall be paid for any such shift at the rate of time and a half for the first two hours and double time thereafter. Provided further that the provisions of this clause shall not operate in the case of mutual arrangements made between employees.

Shift workers—All overtime in excess of the number of hours ordinarily worked per shift shall be paid for at the rate of time and a half.

Other workers—All time worked on a Saturday and all overtime worked in excess of the number of hours ordinarily worked per day shall be paid for at the rate of time and a half for the first two hours and double time thereafter.

An employee recalled to work after the expiration of his customary working time or on a Saturday shall be paid for a minimum of two hours' work at the appropriate overtime rate.

EMPLOYMENT FOR LESS THAN FULL WEEK.

6. Employees who work less than 40 hours in any week may be paid the ordinary wages rate calculated pro rata according to the number of hours worked.

SHIFTS.

7. (a) The hour of beginning and the hour of ending each shift shall be as follows :—

	Time of beginning not earlier than :—	Time of ending not later than :—
Day Shift	7.30 a.m.	5 p.m.
Afternoon Shift	4 p.m.	2 a.m.
Night Shift	midnight	8 a.m.

When any of the employees performing the work of a tester on slurry controls is a female the hours of beginning and ending shifts may be varied as required after consultation with the employees concerned.

Provided that the hours of work on Saturday in Cement Works for persons employed continuously on day shift shall be as follows :— .. .. 7.30 a.m. noon.

(b) The higher rate to be paid for each hour or fraction of an hour worked by an employee, other than an Underground Drainer, before or after his shift shall be time and a half.

WEEK-END PENALTY RATES FOR SHIFT WORKERS.

8. Ordinary shift hours worked between midnight on Friday, and midnight on Saturday shall be paid for at the rate of time and a quarter, and all time worked between midnight on Saturday, and midnight on Sunday shall be paid for at the rate of double time.

SPECIAL RATES.

9. Work done on Sundays by day workers (other than underground drainers) shall be paid for at the rate of double time, and double time shall be the rate payable for work done by all persons on New Year's Day, Australia Day, Labour Day, Good Friday, Easter Monday, Anzac Day, Queen's Birthday, Christmas Day, and Boxing Day, but if any other day be by Act of Parliament or Proclamation substituted for any of the abovenamed holidays, the special rate shall be payable only for work done on the day so substituted. In connexion with the visit to Australia of Her Majesty Queen Elizabeth II., 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.

HOLIDAYS.

10. An employee not required to work on any of the public holidays mentioned in clause 9, shall, provided that he works on the working day immediately prior to, and the working day immediately following any such holiday or holidays, be entitled to be absent without deduction of pay.

ANZAC DAY.

11. Where the incidence of Anzac Day is such as to prevent an employee from working his ordinary normal hours of work, then he shall be paid for the time so lost.

SICK LEAVE.

12. (a) An employee who is absent from his work on account of personal illness, or on account of injury by accident, shall be entitled to leave of absence, without deduction of pay, subject to the following conditions and limitations :—

(i) He shall not be entitled to paid leave of absence for any period in respect of which he is entitled to workers' compensation.

(ii) He shall, within 24 hours of the commencement of such absence, inform the employer of his inability to attend for duty and, as far as practicable, state the nature of the injury or illness and the estimated duration of the absence.

(iii) He shall prove to the satisfaction of his employer that he was unable on account of such illness or injury to attend for duty on the day or days for which sick leave is claimed.

(iv) He shall be entitled to sick leave not exceeding 40 hours of working time in any year, provided however, that when employment is commenced subsequent to the 1st day of June in any year, he shall be entitled to sick leave for such year at the rate of 10 hours of working time for each completed three months of continuous employment in such year.

(b) Notwithstanding anything contained in 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 may be entitled in any year of service without deduction of pay.

For the purpose of this sub-clause service prior to the 1st June, 1946, shall be disregarded.

(c) "Year" means the period between the 1st day of June, in each year and the next 31st day of May.

ANNUAL HOLIDAY.

13. (a) The annual holiday for an employee on weekly hiring, or a casual employee, 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.

(b) In addition to the above, seven day shift workers, that is shift workers who are rostered to work regularly on Sundays and holidays, shall be allowed for each twelve monthly qualifying period one week's leave including non-working days.

(c) Where an employee with twelve months' continuous service is engaged for part of the twelve-monthly period as a seven day shift worker, he shall be entitled to have the period of two weeks' annual leave prescribed by the said Act increased by 3½ hours for each month he is continuously engaged as aforesaid.

(d) If in any twelve-monthly qualifying period a seven day shift worker lawfully leaves his employment or his employment is terminated by the employer through no fault of the employee, the employee shall be paid, in addition to all other amounts (including any payment in lieu of annual leave as prescribed by sub-clause (a) hereof) due to him, an amount equal to one-fiftieth of his ordinary pay for the period of employment as a seven day shift worker.

RIGHT OF ENTRY OF UNION OFFICIALS.

14. A duly accredited representative of the Australian Workers' Union not more than once a fortnight shall have the right to enter during the midday meal hour, the portion of any employer's establishment in which any of the classes of labour covered by this Determination are employed for the purpose of interviewing employees on legitimate union business.

If any representative is unduly interfering or is creating disaffection amongst the employees or is offensive in his methods, the employer may refuse the right of entry.

DEFINITION.

15. Experienced factory operative means an employee who is experienced in at least one classified section of the factory work but is for the time being not required to do such work.

BASIC WAGE.

16. (*a*) The wages rates set out in clause 2 are based upon the following basic wage.

Place.	Basic Wage.	Index Number Set Assigned.
	£ s. d.	
Throughout the State	11 15 0	Melbourne

(*b*) The wages of apprentices and improvers are the appropriate percentages as set out in clause 2, such wages are calculated to the nearest 6d., half or less than half of 6d. being disregarded.

MARGINAL RATES.

17. In addition to the total basic wage set out in clause 16, the rates set out in clauses 2 (*a*) and (*b*) for "Other employees (males)" contain margins as follows :—

(*a*) Cement Works.	Margin.
	£ s. d.
Cement Burner	2 18 0
Tester on Slurry Controls	2 13 0
Miller	2 10 6
Coal Drier	2 10 6
Potash plant attendant	2 6 6
Loader in railway trucks at bagging sheds	2 15 0
Machine Bag Filler	2 15 0
Electrostatic Precipitator Attendant	2 3 0
Pipe Line Attendant	1 13 0
Slurry Tank Attendant	2 3 0
Mammoth Crusher Attendant	3 8 6
Mammoth Crusher Assistant	1 18 6
Truck Trimmer	1 11 0
Truck Cleaner	1 9 0
Cleaner (other)	1 7 0
Truck Tarper	1 15 6
Mill Room Helper	1 14 6
Centrefuge Operator	1 18 6
Potash Residue Attendant	1 15 0
Experienced Factory Operative	1 9 6
Train Attendant	1 18 0
All others	0 6 0

Female testers on slurry controls shall be paid 54 per cent. of the gross male rate.

(*b*) Quarries.	Margin.
	£ s. d.
Powder Monkey	3 15 0
Jack Hammerman	3 15 0
Platelayer	2 11 6
Bankman	2 9 0
Underground Quarryman	3 3 0
Pump Attendant	2 14 0
Signal Attendant	1 18 0
Leverman	1 15 6
Dump Man	1 18 0
String Puller	1 13 0
Switch Attendant	1 13 0
Dray Attendant	1 17 6
All others	0 13 0

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

J. W. RYAN, Secretary.

Melbourne, 28th September, 1953.

By Authority: W. M. HOUSTON, Government Printer, Melbourne.

VICTORIA

GOVERNMENT GAZETTE.

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No. 973] FRIDAY, NOVEMBER 27. [1953

Factories and Shops Acts.

DETERMINATION OF THE BEDSTEADMAKERS BOARD.

NOTE.—Since the 2nd July, 1946, this Determination has applied to the whole of the State of Victoria.

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board appointed to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons (including the moulders of bedsteads and excluding the moulders of fenders) employed in the process, trade, or business of a maker of metal bedsteads or fenders, or parts thereof," has made the following Determination, namely :—

1. That as from the 15th October, 1953, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2. —	Wages per Week of 40 Hours. Within the Metropolitan District; the Cities of Geelong, Geelong West, Newtown and Chilwell, and Warrnambool.		Other Parts of Victoria where the Determination Applies.	
	s.	d.	s.	d.
Bedstead smith	260	0	257	0
Chill fitter called on to design and model	275	0	272	0
Other chill fitter	260	0	257	0
Machinist	257	0	254	0
Plater in charge	272	0	269	0
Plater's assistant	258	0	255	0
Polisher and grinder	259	0	256	0
Chipper and caster	256	0	253	0
Bedstead fitter and mounter	260	0	257	0
Employee engaged cutting, binding, straightening, drilling, or squaring up parts of bedsteads and frame setter	259	0	256	0
Japanner and lacquerer	257	0	254	0
Other employees with not less than three months' experience in the industry	244	0	241	0
All others	238	0	235	0

SPECIAL RATES.

3. In addition to the wages prescribed in clause 2 hereof the following special rates and allowances shall be paid :—

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

(b) Working in wet places, 1½d. per hour extra. Working in confined spaces, 3d. per hour extra.

(c) Working for more than one hour in the shade in places where the temperature is raised by artificial means to between 115 and 130 degrees Fahrenheit, 1½d. per hour extra; in places where the temperature exceeds 130 degrees Fahrenheit, 3d. per hour extra. Where work continues for more than two hours in temperatures exceeding 130 degrees Fahrenheit, employees shall also be entitled to twenty minutes' rest after every two hours' work without deduction of pay. The temperature shall be decided by the foreman of the work after consultation with the employees who claim the extra rate.

(d) Dirty work, i.e., work which a foreman and workman shall agree is of an unusually dirty or offensive nature, 1½d. per hour extra.

(e) Compensation to the extent of the damage sustained shall be made for work in which clothing or tools are damaged or destroyed by the use of acids.

(f) Where more than one of the disabilities entitling a workman to extra rates exist on the same job, the employer shall be bound to pay only one rate, viz., the highest for the disabilities so prevailing.

No. 973.—10933/53.—PRICE 6D.

JUNIOR MALE AND FEMALE LABOUR.

4. *Wages Per Week of 40 Hours.*

—	*Percentage of Basic Wage.	Additional Amount.	War Loading.	Total Wage Payable— Within the Metropolitan District: the Cities of Geelong, Geelong West, Newtown and Chilwell, and Warrnambool.	Total Wage Payable— Other Parts of Victoria where the Determination Applies.
	Per Week.	Per Week. s. d.	s. d.	s. d.	s. d.
I.—Adult Females.					
Under one month's experience ..	75	..	..	176 0	174 0
All others	75	16 0	..	192 0	190 0
II.—Junior Females.					
17 years of age and under	52	3 6	..	95 0	94 0
18 years of age	62	4 0	..	113 0	112 0
19 years of age	72	4 6	..	131 0	130 0
20 years of age	82	5 0	..	149 6	147 6
III.—Junior Males.					
Under 16 years of age	24	2 0	..	58 6	57 6
16 years of age	34	3 0	..	83 0	82 0
17 years of age	46	4 0	..	112 0	110 6
18 years of age	58	5 0	..	141 6	139 6
19 years of age	73	6 0	..	177 6	175 6
20 years of age	88	7 0	..	214 0	211 0
IV.—Junior Males (Foundries).					
Under 16 years of age	24	2 0	1 0	59 6	58 6
16 years of age	32	2 6	1 9	79 6	78 6
17 years of age	58	5 0	3 0	144 6	142 0
18 years of age	73	6 0	4 0	181 6	179 6
19 years of age and over	88	7 0	4 6	218 6	215 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.

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

Females and unapprenticed male juniors may be employed on piece-work subject to clause 17 hereof.

The total wage shall be calculated to the nearest 6d., any broken part of 6d. in the result not exceeding 3d. to be disregarded.

HOURS OF EMPLOYMENT.

Day Workers.

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

In localities where the recognized half-holiday is on a day other than Saturday the day so recognized may be substituted or Saturday for all the purposes of this Determination.

Provided that the spread of hours or the daily hours prescribed may be altered as to all or a section of the employee by mutual agreement between an employer and the representative of the union in that shop.

Five-Days Week.

(*b*) In any case in which the ordinary week's work of 40 hours can be performed in five days as aforesaid without—

(i) detriment to the public interest;

(ii) loss in the value of goods handled or to be handled;

(iii) reducing the efficiency of production; or

(iv) reducing the efficacy of the necessary service,

the employer shall allow those employees who so desire to do so to work their ordinary hours in five days as aforesaid.

This sub-clause shall not apply to employees engaged on the maintenance and servicing of plant and it is a condition of the allowing of a five-days week hereunder that if required employees shall comply with the reasonable and lawful orders of the employer as to working overtime, including the work of overtime on Saturday.

EMERGENCY PROVISIONS.

5A. (*a*) Notwithstanding anything elsewhere contained in this Determination, the following provisions shall apply in the case of an employer who is subject to restriction or rationing in the use of electric energy and/or coal gas and/or the emergency disconnexion thereof in accordance with orders or regulations approved by the appropriate lawful authority.

(i) If by reason of such restriction or rationing or emergency disconnexion he is unable usefully to employ an employee for the whole or part of any day or shift, he may deduct from the wages of that employee payment for any part of the day or shift such employee cannot be usefully employed provided that—

(1) if an employer requires the employee to attend for work but is not able to employ him usefully the employee shall be entitled to be paid for two hours' work;

(2) where an employee commences work he shall be entitled to be paid for four hours' work;

(3) this sub-clause shall not apply to apprentices.

(ii) He may require any day worker to perform his ordinary hours of work (or any such ordinary hours of work) at any time on any day other than on a Sunday on the basis of 40 hours per week. The following rates of pay shall apply for such work—

(1) for work performed on Mondays to Fridays from 7 a.m. to noon—ordinary time;

(2) for work performed between noon and midnight on Saturdays—ordinary rates plus 25 per cent.;

(3) for work performed at all other times other than on a Sunday—ordinary rates plus 10 per cent.

Provided that when a worker is required to commence work between the hours of 9.30 p.m. and 6 a.m., the amount he shall receive shall not be less than an amount of 5s. more than the amount he would receive if paid at ordinary day rates.

(iii) He may require any shift worker to perform his hours of work at any time other than on a Sunday on the basis of 40 hours per week. The following rates of pay shall apply for such work :—

(1) for day work or day shift work—ordinary time ;

(2) for work performed between noon and midnight on Saturdays—ordinary rates plus 25 per cent ;

(3) for afternoon and night shifts—ordinary rates plus 10 per cent.

Provided that when a shift worker is required to commence work between the hours of 9.30 p.m. and 6 a.m., the amount he shall receive shall not be less than an amount of 5s. more than the amount he would receive if paid at ordinary rates.

(4) Nothing contained in this sub-clause shall operate so as to reduce the shift premiums payable to employees who were shift workers on afternoon and night only at the date of such interference as aforesaid and who continue to work on such shifts.

(iv) He may alter the time at which meal breaks are usually taken and/or the duration of them, in order to avoid or mitigate the effects of such interference, without being liable to pay penalty rates for work done during the normal meal breaks ; provided that the commencing time of any meal break is not made more than one hour earlier or later than usual and that a meal break of at least twenty minutes is allowed ; and provided also that the employer shall, whenever it is practicable, consult with the representative of the Union or Unions before acting under this paragraph.

(*b*) Notwithstanding anything elsewhere contained in this Determination, the provisions of this clause shall also apply (*mutatis mutandis*) in the case of an employer who uses auxiliary power plant for the purposes of providing employment for his employees whilst such restriction or rationing or emergency disconnexion is in force and who—

(i) is unable usefully to employ an employee for the whole of any day or shift by reason of a breakdown in such plant through no fault of his own ; or

(ii) because of the inability of the auxiliary power plant to meet the normal demands for power—

(1) finds it necessary to require any employee to perform his ordinary hours of work (or any of such ordinary hours of work) outside the hours normally worked by such employee ; or

(2) finds it necessary to alter the time at which meal breaks are usually taken and/or the duration of them.

OVERTIME.

6. (*a*) For all work done outside ordinary hours the rates of pay shall be time and a half for the first four hours and double time thereafter, such double time to continue until the completion of the overtime work. Provided that in the case of an apprentice or a junior the rate for overtime shall be not less than the rate herein prescribed or 1s. 6d. per hour, whichever is the higher.

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

Rest Period After Overtime.

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

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

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

Call Back.

(*c*) An employee recalled to work overtime after leaving his employer's business premises (whether notified before or after leaving the premises) shall be paid for a minimum of three hours' work at the appropriate rate for each time he is so recalled ; provided that except in the case of unforeseen circumstances arising, the employee shall not be required to work the full three hours if the job he was recalled to perform is completed within a shorter period. This sub-clause shall not apply in cases where it is customary for an employee to return to his employer's premises to perform a specific job outside his ordinary working hours, or where the overtime is continuous (subject to a reasonable meal break) with the completion or commencement of ordinary working time.

Overtime worked in the circumstances specified in this sub-clause shall not be regarded as overtime for the purposes of sub-clause (*b*) hereof where the actual time worked is less than three hours on such recall or on each of such recalls.

Saturday Work—Five-days Week.

(*d*) A day worker on a five-days week required to work overtime on a Saturday shall be afforded at least three hours' work or paid for three hours at the appropriate rate except where such overtime is continuous with overtime commenced on the previous day.

Standing By.

(*e*) Subject to any custom now prevailing under which an employee is required regularly to hold himself in readiness for a call back, an employee required to hold himself in readiness to work after ordinary hours shall until released be paid standing-by time at ordinary rates from the time from which he is so to hold himself in readiness.

Meal Hours—General.

(*f*) For work done during meal hours and thereafter until a meal-hour break is allowed time and a half rates shall be paid. An employee shall not be compelled to work for more than six hours without a break for a meal.

Meal Hours—Maintenance Employees.

(*g*) Subject to the provisions of the second part of sub-clause (*f*) hereof an employee employed as a regular maintenance man shall work during meal breaks at the ordinary rates herein prescribed whenever instructed to do so for the purpose of making good break-downs of plant or upon routine maintenance of plant which can only be done while such plant is idle.

Crib Time.

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

Provided that where a day worker on a five-days week is required to work overtime on a Saturday the first prescribed crib time shall, if occurring between 10 a.m. and 1 p.m., be paid at ordinary rates.

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

Tea Money.

(*i*) An employee required to work overtime for more than two hours without being notified on the previous day or earlier that he will be so required to work shall be either supplied with a meal by the employer or paid 2s and 1s. 3d. for each subsequent meal, but such payment need not be made to employees living in the same locality as their workshops who can reasonably return home for meals.

Unless the employer advises an employee on the previous day or earlier that the amount of overtime to be worked will necessitate the partaking of a second or subsequent meal (as the case may be) the employer shall provide such second and/or subsequent meals or make payment in lieu thereof as above prescribed.

If an employee pursuant to notice has provided a meal or meals and is not required to work overtime or is required to work less than the amount advised he shall be paid as above prescribed for meals which he has provided, but which are surplus.

Transport of Employees.

(*j*) When an employee, after having worked overtime, or a shift for which he has not been regularly rostered, finishes work at a time when reasonable means of transport are not available, the employer shall provide him with a conveyance to his home, or pay him his current wage for the time reasonably occupied in reaching his home.

Compulsory Overtime.

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

SHIFT WORK.

7. (*a*) For the purpose of this clause—

"Afternoon shift" means any shift finishing after 6 p.m. and at or before midnight.

"Continuance work" means work carried on with consecutive shifts of men throughout the twenty-four hours of each of at least six consecutive days without interruption except during breakdowns or meal breaks, or due to unavoidable causes beyond the control of the employer.

"Night shift" means any shift finishing subsequent to midnight and at or before 8 a.m.

"Rostered shift" means a shift of which the employee concerned has had at least 48 hours' notice.

Hours—Continuous Work Shifts.

(*b*) This sub-clause shall apply to shift workers on continuous work as hereinbefore defined.

The ordinary hours of such shift workers shall not exceed—

(i) 8 in any one day; or
(ii) 48 in any one week; or
(iii) 88 in 14 consecutive days; or
(iv) 160 in 28 consecutive days.

Subject to the following conditions such shift workers shall work at such times as the employer may require—

(i) a shift shall consist of not more than 8 hours, inclusive of crib time;
(ii) except at the regular change-over of shifts an employee shall not be required to work more than one shift in each 24 hours;
(iii) twenty minutes shall be allowed to shift workers each shift for crib, which shall be counted as time worked.

Hours—Other Than Continuous Work.

(*c*) This sub-clause shall apply to shift workers not upon continuous work as hereinbefore defined. The ordinary hours of such shift workers shall not exceed—

(i) 40 in any week to be worked in five shifts of 8 hours on Monday to Friday inclusive, or five shifts of not more than 8 hours and one shift (Saturday) of not more than four hours; or
(ii) 80 in 14 consecutive days, in which case an employee shall not, without payment for overtime, be required to work more than 8 consecutive hours on any shift or more than six shifts in any week; or
(iii) 120 in 21 consecutive days, in which case an employee shall not, without payment for overtime, be required to work more than 8 consecutive hours on any shift or more than six shifts in any week.

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

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

Rosters.

(*d*) Shift rosters shall specify the commencing and finishing times of ordinary working hours of the respective shifts.

Variation by Agreement.

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

The time of commencing and finishing shifts once having been determined may be varied by agreement between the employer and the accredited representative of the union to suit the circumstances of the establishment, or in the absence of agreement by seven days' notice of alteration given by the employer to the employees.

Afternoon or Night Shifts.

(*f*) Shift workers on continuous work whilst on afternoon or night shifts shall be paid 7½ per cent. more than the ordinary rates for such shifts.

Shift workers on other than continuous work whilst on afternoon or night shifts shall be paid 10 per cent. more than the ordinary rates for such shifts.

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

An employee who—

(i) during a period of engagement on shift works night shift only; or
(ii) remains on night shift for a longer period than four consecutive weeks; or
(iii) works on a night shift which does not rotate or alternate with another shift or with day work so as to give him at least one-third of his working time off night shift in each shift cycle,

shall during such engagement, period or cycle, be paid at the rate of time and a quarter for all time worked during ordinary working hours on such night shifts.

(*f*i) The minimum rate to be paid to any shift worker for work performed between midnight on Friday and midnight on Saturday shall be time and a quarter. Such extra rate to be in substitution for and not cumulative upon the shift premiums prescribed in the first and second paragraphs of sub-clause (*f*) hereof.

Overtime.

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

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

(ii) if employed on other shift work at the rate of time and a half for the first four hours and double time thereafter,

except in such case when the time is worked—

(iii) by arrangement between the employees themselves ;

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

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

(vi) on a shift to which an employee is transferred on short notice as an alternative to standing the employee off in circumstances which would entitle the employer to deduct payment for a day in accordance with clause 13 (*b*) hereof.

Provided that when not less than 8 hours' notice has been given to the employer by the relief man that he will be absent from work and the employee whom he should relieve is not relieved the unrelieved employee shall be paid at the rate of time and a half for the first 4 hours on duty after he has finished his ordinary shift and at the rate of double time thereafter except where the employee is required to continue to work on his rostered day off when he shall be paid double time.

Compulsory Overtime.

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

Sundays and Holidays.

(*h*) Shift workers on continuous work shifts for work done on a rostered shift the major portion of which is performed on a Sunday or holiday shall be paid at the rate of time and a half.

Shift workers on other than continuous work for all time worked on a Sunday or holiday shall be paid at the rates prescribed by clause 8 of this Determination. Where shifts commence between 11 p.m. and midnight on a Sunday or holiday the time so worked before midnight shall not entitle the employee to the Sunday or holiday rate ; provided that the time worked by an employee on a shift commencing before midnight on the day preceding a Sunday or holiday shall be regarded as time worked on such Sunday or holiday.

Junior and Female Employees.

(*i*) Female shift workers, apprentices or juniors whilst on afternoon or night shifts shall be paid not less than the rates hereinbefore prescribed or 1s. per shift whichever is the higher.

HOLIDAYS AND SUNDAY WORK.

8. (*a*) 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 Saturday, Easter Monday, Queen's Birthday, Labour 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.

Any employer who has given to his employees notice under paragraph (i) of sub-clause (*m*) of clause 9 of this Determination of his intention to close down his plant or section or sections thereof for the purpose of allowing annual leave may alter the date of such intended closing down by substituting a date no more than two days earlier than the date of which notice was given upon at least one week's notice of such alteration.

By agreement between any employer and his employees, other days may be substituted for the said days or any of them as to such employer's undertaking.

(*b*) An employee not engaged on continuous work shall be paid at the rate of double time for work done on Sundays and public holidays, such double time to continue until he is releived from duty :

(*c*) An employee, other than a casual employee, not engaged in continuous work who works on a Sunday or a public holiday and (except for meal breaks) immediately thereafter continues such work shall on being relieved from duty, be entitled to be absent until he has had eight consecutive hours off duty, without deduction of pay for ordinary time of duty occurring during such absence.

(*d*) Employees, other than on shift, required to work on Sundays or public holidays shall be paid for a minimum of three hours' work.

ANNUAL LEAVE.

Period of Leave.

9. (*a*) A period of fourteen consecutive days' leave shall be allowed annually to an employee after twelve months' continuous service (less the period of annual leave) as an employee on weekly hiring in any one or more of the occupations to which this Determination applies.

Seven-day Shift Workers.

(*b*) In addition to the leave hereinbefore prescribed seven-day shift workers, that is shift workers who are rostered to work regularly on Sundays and holidays shall be allowed seven consecutive days' leave including non-working days.

Where an employee with twelve months' continuous service is engaged for part of the twelve monthly period as a seven-day shift worker, he shall be entitled to have the period of fourteen consecutive days' annual leave prescribed in sub-clause (a) hereof increased by half a day for each month he is continously engaged as aforesaid.

Annual Leave Exclusive of Public Holidays.

(*c*) Subject to this sub-clause the annual leave prescribed by this clause shall be exclusive of any of the holidays prescribed by clause 8 of this Determination, and if any such holiday falls within an employee's period of annual leave and is observed on a day which in the case of that employee would have been an ordinary working day, there shall be added to the period of annual leave time equivalent to the ordinary time which the employee would have worked if such day had not been a holiday.

Where a holiday falls as aforesaid and the employee fails without reasonable cause proof whereof shall be upon him to attend for work at his ordinary starting time on the working day immediately following the last day of the period of his annual leave he shall not be entitled to be paid for any such holiday.

Broken Leave.

(*d*) The annual leave shall be given and taken in a continuous period or, if the employee and the employer so agree, in two separate periods and not otherwise.

Calculation of Continuous Service.

(*e*) For the purpose of this clause service shall be deemed to be continuous notwithstanding—

(i) any interruption or termination of the employment by the employer if such interruption or termination has been made merely with the intention of avoiding obligations hereunder in respect of leave of absence ;

(ii) any absence from work on account of personal sickness or accident or on account of leave lawfully granted by the employer ; or

(iii) any absence with reasonable cause proof whereof shall be upon the employee.

In cases of personal sickness or accident or absence with reasonable cause the employee to become entitled to the benefit of this sub-clause shall inform the employer in writing if practicable within 24 hours of the commencement of such absence of his inability to attend for duty and as far as practicable the nature of the illness injury or cause and the estimated duration of his absence. A notification given by an employee pursuant to clause 14 shall be accepted as a notification under this sub-clause.

Any absence from work by reason of any cause not being a cause specified in this sub-clause shall not be deemed to break the continuity of service for the purposes of this clause unless the employer during the absence or within fourteen days of the termination of the absence notifies the employee in writing that such absence will be regarded as having broken the continuity of service.

In cases of individual absenteeism such notice be given in writing to the employee concerned, but in cases of concerted or collective absenteeism notice may be given to employees by the posting up of a notification in the plant, in the manner in which general notifications to employees are usually made in that plant and by posting to each union whose members have participated in such concerted or collective absenteeism a copy of same not later than the day it is posted up in the plant.

A notice to an individual employee may be given by delivering same to him personally or by posting it to his last recorded address, in which case it shall be deemed to have reached him in due course of post.

In calculating the period of twelve months' continuous service any such absence as aforesaid shall not, except to the extent of not more than fourteen days in a twelve-monthly period in the case of sickness or accident, be taken into account in calculating the period of twelve months' continuous service.

Calculation of Service.

(*f*) Service before the date of operation of this Determination shall be taken into consideration for the purpose of calculating annual leave, but an employee shall not be entitled to leave or payment in lieu thereof for any period in respect of which leave or a payment in lieu thereof has been allowed or made under the clause hereby revoked. Provided however, that in respect of service before the 1st January, 1946, the annual leave shall be allowed at the rate of 3⅔ hours for each completed one month of continuous service and in respect of service after that date at the rate of 6⅔ hours for each completed one month of continuous service. Any broken part of a month served before the 1st January, 1946, shall for the purposes of this clause be deemed to be service after the 1st January, 1946. The period of annual leave to be allowed under this sub-clause shall be calculated to the nearest day any broken part of a day in the result not exceeding half a day to be disregarded.

Where the employer is a successor or assignee or transmittee of a business if an employee was in the employment of the employer's predecessor at the time when he became such successor or assignee or transmittee the employee in respect of the period during which he was in the service of the predecessor shall for the purpose of this clause be deemed to be in the service of the employer.

Calculation of Month.

(*g*) For the purpose of this clause a month shall be reckoned as commencing with the beginning of the first day of the employment or period of employment in question and as ending at the beginning of the day which in the latest month in question has the same date number as that which the commencing day had in its month and if there be no such day in such subsequent month shall be reckoned as ending at the end of such subsequent month.

Leave to be Taken.

(*h*) The annual leave provided for by this clause shall be allowed and shall be taken and except as provided by sub-clauses (*l*) and (*m*) hereof payment shall not be made or accepted in lieu of annual leave.

Time of Taking Leave.

(*i*) Annual leave shall be given at a time fixed by the employer within a period not exceeding six months from the date when the right to annual leave accrued and after not less than two weeks' notice to the employee.

Leave Allowed Before Due Date.

(*j*) An employer may allow annual leave to an employee before the right thereto has accrued due, but where leave is taken in such a case a further period of annual leave shall not commence to accrue until after the expiration of the twelve months in respect of which annual leave had been taken before it accrued.

Where leave has been granted to an employee pursuant to this sub-clause before the right thereto has accrued due and the employee subsequently leaves or is discharged from the service of the employer before completing the twelve months' continuous service in respect of which the leave was granted the employer may for each one complete month of the qualifying period of twelve months not served by the employee deduct from whatever remuneration is payable upon the termination of the employment one-twelfth of the amount of wage paid on account of the annual leave, which amount shall not include any sums paid for any of the holidays prescribed by clause 8 of this Determination.

Payment for Period of Leave.

(*k*) Each employee before going on leave shall be paid two weeks' wages, except a shift worker or an employee taking his leave pursuant to sub-clause (*d*) hereof either of whom shall be paid the amount of wage he would have received in respect of the ordinary time which he would have worked had he not been on leave during the relevant periods. For the purposes of this sub-clause and sub-clause (*l*) hereof, wages shall be at the rate prescribed by clauses 2 and 4 of this Determination for the occupation in which the employee was ordinarily employed immediately prior to the commencement of his leave or the termination of his employment, as the case may be. Payment in the case of employees employed on piece or bonus work or any other system of payment by results shall be at time rates.

Proportionate Leave on Dismissal.

(*l*) If after one month's continuous service in any qualifying twelve-monthly period an employee lawfully leaves his employment or his employment is terminated by the employer through no fault of the employee, the employee shall be paid at his ordinary rate of wage for 3⅔ hours in respect of each completed one month of continuous service before the 1st January, 1946, and for 6⅔ hours at the same rate in respect of each completed month of continuous service after that date, the service in each case being service in respect of which leave has not been granted hereunder.

Annual Close Down.

(*m*) Where an employer closes down his plant, or a section or sections thereof, for the purposes of allowing annual leave to all or the bulk of the employees in the plant, or section or sections concerned, the following provisions shall apply—

(i) He may by giving not less than one month's notice of his intention so to do stand off for the duration of the close down all employees in the plant or section or sections concerned, and allow to those who are not then qualified for two full weeks' leave paid leave on a proportionate basis of one-sixth of a week's leave for each completed month of continuous service.

(ii) An employee who has then qualified for two full weeks' leave, and has also completed a further month or more of continuous service shall be allowed his leave, and shall subject to sub-clause (*f*) hereof also be paid one-sixth of a week's wages in respect of each completed month of continuous service performed since the close of his last twelve-monthly qualifying period.

(iii) The next twelve-monthly qualifying period for each employee affected by such close down shall commence from the day on which the plant, or section or sections concerned is re-opened for work.

Provided that all time during which an employee is stood off without pay for the purposes of this sub-clause shall be deemed to be time of service in the next twelve-monthly qualifying period.

(iv) If in the first year of his service with an employer an employee is allowed proportionate annual leave under paragraph (i) hereof, and subsequently within such year lawfully leaves his employment or his employment is terminated through no fault of the employee, he shall be entitled to the benefit of sub-clause (*l*) of this clause subject to adjustment for any proportionate leave which he may have been allowed as aforesaid.

SHOP STEWARDS.

10. Any employee appointed shop steward in the shop or department in which he is employed shall upon notification thereof to his employer, be recognized as the accredited representative of the union to which he belongs, and he shall be allowed the necessary time during working hours to interview the employer or his representative on matters affecting employees whom he represents.

RIGHT OF ENTRY OF UNION OFFICIALS.

11. A duly accredited representative of the Association shall have the right to enter employers' workshops during the midday meal hour for the purposes of interviewing employees on legitimate union business on the following conditions :—

(i) That he produces his authority to the gatekeeper or such other person as may be appointed by the employer.

(ii) That he interviews employees only at the places where they are taking their meal.

(iii) That not more than one representative in all be in any workshop at any one time.

(iv) That no one representative visit a workshop more than once in each week.

(v) That if any employer alleges that a representative is unduly interfering with his workshop or is creating disaffection amongst his employees, or is offensive in his methods, or is committing a breach of any of the previous conditions, such employer may refuse the right of entry.

(vi) The official making such inspection shall be entitled to take a copy of entries in a time and wages book relating to the suspected breach of the Determination.

TRAVELLING TIME, ALLOWANCE AND BOARD.

Travelling and Board.

12. (*a*) An employee who on any day or from day to day is required to work at a job away from his accustomed workshop or depot shall at the direction of his employer present himself for work at such job at the usual starting time ; but for all time reasonably spent in reaching and returning from such job (in excess of the time normally spent in travelling from his home to such workshop or depot and returning) he shall be paid travelling time, and also any fares reasonably incurred in excess of those normally incurred in travelling between his home and such workshop or depot.

(*b*) An employee—

(i) engaged in one locality to work in another ; or

(ii) sent from his usual locality to another for employment which can reasonably be regarded as permanent, involving a change of residence, shall be paid travelling time whilst necessarily travelling between such localities, and, for a period not exceeding three months, expenses.

(*c*) An employee sent from his usual locality to another (in circumstances other than those prescribed in sub-clause (*b*) hereof) and required to remain away from his usual place of abode shall be paid travelling time whilst necessarily travelling between such localities, and expenses whilst so absent from his usual locality.

(*d*) The rate of pay for travelling time shall be ordinary rates, except on Sundays and holidays, when it shall be time and a half.

(*e*) The maximum travelling time to be paid for shall be twelve hours out of every twenty-four hours, or when sleeping berth is provided by the employer for all-night travel, eight hours out of every twenty-four.

(*f*) "Expenses" for the purpose of this clause means :—

(i) All fares reasonably incurred.

For boat travel the fares allowed shall be first-class on coastal boats, and on interstate boats where there is no second-class as distinct from steerage ; and for rail travel, second-class, except where all-night travelling is involved, when they shall be first-class, with sleeping berth where available.

(ii) Reasonable expenses incurred whilst travelling, including 2s. 6d. for each meal taken.

(iii) A reasonable allowance to cover the cost incurred for board and lodging.

CONTRACT OF EMPLOYMENT.

13. (*a*) Except as hereinafter provided, employment shall be by the week. Any employee not specifically engaged as a casual employee shall be deemed to be employed by the week.

(*b*) Employment shall be terminated by a week's notice on either side given at any time during the week or by the payment or forfeiture of a week's wages as the case may be. This shall not affect the right of the employer to dismiss any employees without notice for malingering, inefficiency, neglect of duty or misconduct, and in such cases the wages shall be paid up to the time of dismissal only or to deduct payment for any day the employee cannot be usefully employed because of any strike or thorugh any breakdown in machinery or any stoppage of work by any cause for which the employer cannot reasonably be held responsible.

(*c*) An employee not attending for duty shall except as provided by clause 14 hereof lose his pay for the actual time for such non-attendance.

Casual Employment.

(*d*) A casual employee is one engaged and paid as such. A casual employee for working ordinary time shall be paid per hour one-fortieth of the weekly rate prescribed by this Determination for the work which he or she performs plus 10 per cent.

Late Comers.

(*e*) Notwithstanding anything elsewhere contained in this Determination an employer may select and utilize for time-keeping purposes any fractional or decimal proportion of an hour (not exceeding a quarter of an hour) and may apply such proportion in the calculation of the working time of employees who without reasonable cause promptly communicated to the employer, report for duty after their appointed starting times or cease duty before their appointed finishing times.

An employer who adopts a proportion for the aforesaid purpose shall apply the same proportion for the calculation of overtime.

SICK LEAVE.

14. (a) An employee on weekly hiring who is absent from his work on account of personal illness, or on account of injury by accident arising out of and in the course of his employment, shall be entitled to leave of absence, without deduction of pay subject to the following conditions and limitations :—

(i) He shall not be entitled to paid leave of absence for any period in respect of which he is entitled to workers' compensation.

(ii) He shall, within 24 hours of the commencement of such absence, inform the employer of his inability to attend for duty and, as far as practicable, state the nature of the injury or illness and the estimated duration of the absence.

(iii) He shall prove to the satisfaction of his employer that he was unable on account of such illness or injury to attend for duty on the day or days for which sick leave is claimed.

(iv) He shall not be entitled in any year (whether in the employ of one employer or of several) to leave in excess of 40 hours of working time.

For the purpose of administering paragraph (iv) of this sub-clause an employer may, within one month of this Determination coming into operation or within two weeks of the employee entering his employment, require an employee to make a sworn declaration or other written statement as to what paid leave of absence he has had from any employer during the then current year ; and upon such statement the employer shall be entitled to rely and act.

Single day absence.

(*b*) In the case of an employee who claims to be allowed paid sick leave in accordance with this clause for an absence of one day only, such employee, if in the year he has already been allowed paid sick leave on more than one occasion for one day only, shall not be entitled to payment for the day claimed unless he produces to the employer a certificate of a duly qualified medical practitioner that in his, the medical practitioners' opinion the employee was unable to attend for duty on account of personal illness or on account of injury by accident. Nothing in this sub-clause shall limit the employer's rights under sub-clause (*a*) (iii) hereof.

Cumulative Sick Leave.

(c) Sick leave shall accumulate from year to year so that any balance of the period specified in sub-clause (a) (iv) of this clause which has in any year not been allowed to an employee by an employer as paid sick leave may be claimed by the employee and subject to the conditions hereinbefore prescribed shall be allowed by that employer in a subsequent year without diminution of the sick leave prescribed in respect of that year.

Provided that sick leave which accumulates pursuant to this sub-clause shall be available to the employee for a period of two years, but for no longer from the end of the year in which it accrues.

(cc) Rights accrued under sub-clause (c) hereof prior to the 1st day of January, 1948, shall be preserved except that the total number of hours so accrued and not taken prior to the 1st day of January, 1948, shall be reduced by 1/11th of such total the result to be calculated to the nearest hour.

Attendance at Hospital, &c.

(d) Notwithstanding anything contained in sub-clause (a) hereof an employee suffering injury through an accident arising out of and in the course of his employment (not being an injury in respect of which he is entitled to workers compensation) necessitating his attendance during working hours on a doctor, chemist or trained nurse, or at a hospital, shall not suffer any deduction from his pay for the time (nor exceeding four hours) so occupied on the day of the accident, and shall be reimbursed by the employer all expenses reasonably incurred in connexion with such attendance.

(e) For the purpose of this clause "year" means the period between the 1st day of May in each year and the next 30th day of April.

PAYMENT OF WAGES.

15. (a) Wages shall be paid weekly.

(b) On the first pay day occurring during his employment, an employee shall be paid whatever wages are due to him up to the completion of his work on the previous day: Provided that this sub-clause shall not apply to employers who make a practice of allowing advances to employees approximating wages due.

(c) Upon termination of the employment, wages due to an employee shall be paid to him on the day of such termination or forwarded to him by post on the next working day.

(d) An employee kept waiting for his wages on pay day for more than a quarter of an hour after the usual time for ceasing work shall be paid at overtime rates after that quarter hour, with a minimum of a quarter of an hour.

(e) On or prior to pay day, the employer shall state to each employee, in writing, the amount of wages to which he is entitled, the amount of deductions made therefrom, and the net amount being paid to him.

TIME AND WAGES BOOK.

16. Each employer shall keep a time and wages book showing the name of each employee and his occupation, and the hours worked each day and the wages and allowances paid each week.

The time occupied by an employee in filling in any time books or cards or in the making of records shall be treated as time of duty, but this does not apply to checking in or out at the beginning or end of duty.

The time and wages book shall be open for inspection at the employer's office or other convenient place to a duly accredited official of the Association during the usual office hours. Provided that no inspection shall be demanded unless the Secretary of the Association or the district secretary or organizer of any division of the Association suspects that a breach of this Determination has been or is being committed. Provided also that only one demand for such inspection shall be made in any one fortnight at the same establishment. The officer making such inspection shall be entitled to take a copy of the entry in the time and wages book relating to such suspected breach of this Determination.

PAYMENT BY RESULTS.

17. (a) Subject to the minimum wages herein prescribed, an employer may remunerate any of his employees under any system of payment by results based on rates which will enable workers of average capacity to earn at least 10 per cent. in excess of their hourly or weekly rates.

(b) Any increases in prevailing daily and hourly wages resulting from this Determination shall not of themselves compel any increase in piecework rates during the term of this Determination. If in a factory piecework is extended to processes now done on weekly or hourly rates sub-clause (a) hereof shall apply.

MISCELLANEOUS.

Accommodation and Conveniences.

Boiling Water.

18. (a) (i) Employers shall provide boiling water for employees at meal times.

Drinking Water.

(ii) Employers shall provide for the use of employees in workshops a sufficient supply of wholesome cool drinking water from bubblers, taps, or other suitable drinking fountains.

First-Aid Outfit.

(iii) In each workshop and other places where employees are regularly employed, the employer shall provide and continuously maintain at a place or places reasonably accessible to all employees an efficient first-aid outfit.

Clause 8 of Chapter 9 of the Regulations under the *Factories and Shops Act* 1928 requires that a first-aid ambulance chest shall be kept in some accessible place upon the premises, and that such chest shall be equipped and supplied with the following articles :—

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

Lockers.

(iv) The employer shall at some reasonably convenient place on his premises provide a suitable locker for each employee n his workshop, or hanging facilities which afford reasonable protection for employees' clothes.

Showers.

(v) Employers shall provide for all workmen employed in foundries hot and cold shower baths, which shall be situated away from lavatories.

Washing and Sanitary Conveniences.

(vi) Employers shall provide proper and sufficient washing and sanitary conveniences.

Clothing, Equipment and Tools.

Damage to Clothing and Tools.

(*b*) (i) Compensation to the extent of the damage sustained shall be made where in the course of the work clothing or tools are damaged or destroyed by fire or molten metal or through the use of corrosive substances. Provided that the employer's liability in respect of tools shall be limited to such tools of trade as are ordinarily required for the performance of the employee's duties.

Gloves.

(ii) Suitable canvas or leather gloves shall be provided by employers for operators of pneumatic tools and/or punch and shearing machines and suitable gloves or pads for such other work as the foreman and employee may agree.

In case of disagreement between the foreman and workman, the workman or a shop steward on his behalf shall be entitled, within 24 hours, to ask for a decision on the workman's claim by the the employer's industrial officer (if there be one) or otherwise by the employer or the executive officer responsible for the management or superintendence of the plant concerned. In such case a decision shall be given on the workman's claim within 48 hours of its being asked for (unless that time expires on a non-working day, in which case it shall be given during the next working day), or else the said equipment shall be provided.

Goggles.

(iii) Suitable mica or other goggles shall be provided by the employer for each employee using emery wheels or where used by more than one employee such goggles shall be sterilized before being used by another employee. An employee when working on emery wheels shall wear the goggles provided for his protection.

Protective Clothing—Galvanizing, &c.

(iv) Employers shall provide suitable protective aprons, rubber gloves, and rubber boots or clogs, to employees engaged the manual handling of materials over hot galvanizing or tinning pots or pickling or plating baths.

Protective Equipment—Welding.

(v) Where necessary employers shall provide electric arc and oxy acetylene operators and their assistants with the following equipment—

(*a*) Suitable asbestos sheets,

(*b*) Hand screens or helmets fitted with coloured glass (or in the case of oxy-acetylene operators protective glasses with side shields),

(*c*) Anti-flash goggles,

(*d*) Aprons, leather sleeves and leggings (or overalls of flame-proof material) and gauntlet gloves; and

(*e*) Gum or other insulating boots when working in places so damp that danger of electric shock exists.

An employee who is pursuant to this paragraph supplied with any of the equipment specified herein shall wear or use as the case may be such equipment in such a way as to achieve the purpose for which it is supplied.

Tools.

(vi) Until further order the employer shall provide for each employee such tools as were customarily provided at the time of the making of this Determination and for sheet metal workers, snips used in the cutting of stainless steel, monel metal and similar hard metal. The employee shall replace or pay for any tools so provided if lost through his negligence.

Dressing Castings.

(*c*) Where practicable, the dressing and rumbling of castings shall not be carried out in close proximity to employees not doing that work.

Hand-rivetting.

(*d*) Hand-rivetting on rivets ¾-inch diameter and upwards shall be performed double handed.

Ladles.

(*e*) (i) All ladles of a holding capacity of 15 cwt. or more in use at the time of the making of this Determination shall be fitted with safety-worm gear or an equivalent safety fitting; and all ladles of a holding capacity of 10 cwt. or more hereafter brought into operation shall be fitted with safety-worm gear.

(ii) Where molten metal is carried in ladles by hand the weight of molten metal shall not exceed :—

Single-handled ladles—60 lb., including the weight of the ladle.

Other ladles—¾ cwt. per man.

(iii) Where molten metal is carried by hand, a clear passageway not less than 2 ft. 6 in. wide shall be made.

Females—Rest Period.

(*f*) Female employees shall be allowed a rest period of not less than ten minutes during each day or shift, to be taken during the first or second half of the day or shift as may be decided by a majority of the female employees in a shop.

When requested by employees and where practicable suitable seats shall be provided by the employer for female employees.

Ventilation.

(*g*) (i) While any work is being carried on in any confined or enclosed space in which—

(*a*) fumes, gases, dust or vapours which may be dangerous or injurious are liable to be present or to be generated in the course of the work; or

(*b*) the atmosphere may otherwise become vitiated

the employer shall install a suction exhaust apparatus, through which by means of a power-driven fan air is drawn from the vicinity of the work in relation to which it is installed.

Where it is impracticable to install such suction exhaust apparatus the employer shall take all such steps as are necessary to ensure safe working conditions in any such confined or enclosed space.

This sub-clause shall not be deemed to be inconsistent with the Harmful Gases, Vapours, Mists, Smokes and Dust Regulations 1945 (published in the *Victoria Government Gazette* No. 21, dated 7th February, 1945) and shall not apply to any processes or occupations to which those Regulations apply.

(ii) Employers shall provide adequate ventilation in workshops where tinning or galvanizing and pickling is carried on, and in workshops where fusing or wet enamel is carried on, facilities for the free circulation of air.

Definitions.

19. (a) "Wet place" means a place in which water is continually dripping from overhead to such an extent as to saturate the clothing of a workman, or a place where water accumulates underfoot to a depth exceeding 2 inches.

(b) "Confined space" means a working place, the dimensions of which necessitate an employee working in a stooped or otherwise cramped position, or without proper ventilation, or where confinement within a limited space is productive of unusual discomfort.

(c) "Association" or "Union" means The Federated Agricultural Implement Machinery and Ironworkers' Association of Australia.

Notice Board.

20. An employer shall permit a notice board of reasonable dimensions to be erected in a prominent position in his establishment, and representatives of the Association shall be permitted to post notices of Association meetings upon such board.

Posting Determination.

21. A copy of the Determination relating to work carried on in the establishment shall be kept posted in a prominent position by the employer.

Mixed Functions.

22. An employee engaged for more than half of one day or shift on duties carrying a higher rate than his ordinary classification shall be paid the higher rate for such day or shift. If for less than half of one day or shift, he shall be paid the higher rate for the time so worked.

Extra Rates not Cumulative.

23. Extra rates prescribed in this Determination are not cumulative so as to exceed the maximum of double the ordinary rates.

Basic Wage.

24. The wages rates set out in clause 2 are based upon the following basic wage rates for adult males.

Place.	Adult Males Basic Wage	Index Number Set Assigned.
	Per Week.	
	£ s. d.	
Within the Metropolitan District, the Cities of Geelong, Geelong West, and the Town of Newtown and Chilwell, and the City of Warrnambool	11 15 0	Melbourne
Elsewhere—3s. less than the contemporaneous basic wage for Melbourne.		

The Basic Wage for adult females shall be 75 per cent of the Basic Wage for adult males, calculated to the nearest 6d., half or less than half of 6d. in a result to be disregarded.

Marginal Rates

25. In addition to the basic wage prescribed by clause 24, any adult employee of a classification specified hereunder shall be paid the margin and loading hereinafter assigned to that classification, and such loading shall be deemed to be part of his ordinary rate of wage for all purposes of this Determination :—

Classification.	Margin.	Loading.
	s. d.	s. d.
Bedstead smith	22 0	3 0
Chill fitter called on to design and model	36 0	4 0
Other chill fitter	22 0	3 0
Machinist	19 0	3 0
Plater in charge	33 0	4 0
Plater's assistant	20 0	3 0
Polisher and grinder	21 0	3 0
Chipper and caster	18 0	3 0
Bedstead fitter and mounter	22 0	3 0
Employee engaged cutting, binding, straightening, drilling or squaring up parts of bedsteads and frame setter	31 0	3 0
Japanner and lacquerer	19 0	3 0
Other employees with not less than three months' experience in the industry ..	6 0	3 0
All others	Nil	3 0

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

J. W. RYAN, Secretary.

Melbourne, 30th September, 1953.

By Authority: W. M. Houston, Government Printer, Melbourne.

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Prices Regulation Acts.

PRICES REGULATION ORDER No. 599.

POTATOES.

IN pursuance of the powers conferred upon me by the Prices Regulation Acts, I, John Francis Waldron, Prices Commissioner, hereby make the following Order:—

Citation.

1. This Order may be cited as Prices Regulation Order No. 599.

Revocation.

2. Prices Regulation Order No. 598 is hereby revoked.

Definitions.

3. In this Order, unless the contrary intention appears—

"Primary wholesaler," in relation to the sale of potatoes, means a person who purchases potatoes for the purpose of resale to another wholesaler whose normal business is to sell potatoes by wholesale.

"Secondary wholesaler," in relation to the sale of potatoes, means a person who purchases potatoes from a primary wholesaler for the purpose of resale.

"Ton" means a long ton of 2,240 lb. or a quantity of fifteen bags of potatoes each containing not less than 149 lb. weight or 40 cases each containing not less than 56 lb. weight.

"Lb." means pound avoirdupois or pounds avoirdupois as the case requires.

"Metropolitan area" means all that area comprised within a radius of twenty miles from the General Post Office, Melbourne.

"Point of delivery" means, in relation to the sale of potatoes, the place at which liability for payment of transport charges in conveying such potatoes to his place of business passed to the seller from the person from whom he purchased them.

Sales by Growers.

4. I fix and declare the maximum prices at which potatoes may be sold by growers to be £34 per ton or 17s. per case.

Sales by Primary Wholesalers.

5. (1) I fix and declare the maximum price at which potatoes may be sold by primary wholesalers to secondary wholesalers to be £36 per ton.

(2) Nothing in either clause 6 or 7 of this Order shall apply to sales by primary wholesalers to secondary wholesalers.

Sales by Wholesale—Metropolitan Area.

6. I fix and declare the maximum price at which potatoes may be sold by wholesale in the metropolitan area to be—

(*a*) where the seller delivers the potatoes to the purchaser at the seller's store or at the Victoria Market, £38 per ton;

(*b*) where the seller delivers the potatoes into the buyer's shop, £38 12s. 6d. per ton.

Sales by Wholesale Outside Metropolitan Area.

7. I fix and declare the maximum price at which potatoes may be sold by wholesale other than in the metropolitan area to be—

(1) Where such potatoes have been purchased in the metropolitan area, the sum of the following:—

(*a*) Purchase price paid or payable or an amount calculated at the rate of £36 per ton, whichever is the lesser;

(*b*) cost of rail transport from Cowper-street railway siding to the railway station or siding nearest the purchaser's premises or place of business;

(*c*) a margin—

(i) where the seller delivers the potatoes to the purchaser at the seller's store or at the railway station or siding nearest the seller's premises or place of business, of £2 per ton; or

(ii) where the seller delivers the potatoes into the buyer's shop, of £2 12s. 6d. per ton.

(2) Where such potatoes have been purchased outside the metropolitan area, the sum of the following:—

(*a*) An amount calculated at the rate of £36 per ton less the usual cost of transporting such potatoes by rail from the railway station or siding nearest the purchaser's premises to Cowper-street railway siding, plus the usual cost of transporting such potatoes by rail from the railway station or siding nearest the seller's premises to the railway station or siding nearest the purchaser's premises or place of business;

(*b*) a margin—

(i) where the seller delivers the potatoes to the purchaser at the seller's store or at the railway station or siding nearest the seller's premises or place of business, of £2 per ton; or

(ii) where the seller delivers the potatoes into the buyer's shop, of £2 12s. 6d. per ton.

Sales by the Case.

8. Notwithstanding the foregoing provisions of this Order, I fix and declare the maximum price at which potatoes may be sold by the case in Victoria to be the maximum price fixed by the foregoing provisions of this Order for the sale of 56 lb. of potatoes or the maximum price so fixed for the sale of the weight of potatoes actually contained in the case, whichever is the lesser.

Sales by the Bag.

9. Notwithstanding the foregoing provisions of this Order, I fix and declare the maximum price at which potatoes may be sold by the bag in Victoria to be the maximum price fixed by the foregoing provisions of this Order for the sale of 149 lb. of potatoes or the maximum price so fixed for the sale of the weight of potatoes actually contained in the bag, whichever is the lesser.

Maximum Price—Sales by Retail.

10. (1) I fix and declare the maximum price at which potatoes may be sold by retail in the metropolitan area to be Five pence per lb.

(2) I fix and declare the maximum price at which potatoes may be sold by retail outside the metropolitan area to be the price fixed in the foregoing provisions of this Order for such sale in the metropolitan area, plus the charges properly incurred in transporting such potatoes from the point of purchase by the retailer to such retailer's shop or place of business, but in no case shall such maximum price exceed Five pence halfpenny per lb.

Exhibition of Price Tickets.

11. (1) Any person who sells, or has for sale by retail, potatoes shall attach to or display, with those potatoes, a ticket or label setting forth the maximum retail selling price fixed by or under the provisions of this Order for the sale by him of those potatoes.

(2) Any ticket or label required by sub-clause (1) of this clause to be attached to or displayed with any potatoes shall be in such a form as to be easily legible to any person inspecting or viewing those potatoes and so as to be properly associated with such potatoes.

Delivery of Invoices.

12. Any person who sells by wholesale potatoes shall deliver with such potatoes an invoice or docket containing the following particulars:—

(*a*) Name and address of seller;

(*b*) name and address of purchaser;

(*c*) date of sale;

(*d*) the point of delivery to the purchaser, the weight of the potatoes sold, number of bags or cases, as the case may be, and the price per unit of such potatoes; and

(*e*) total price of such potatoes.

Records.

13. Any person who sells any potatoes shall keep and preserve any invoice or docket received by him in relation to such potatoes and shall keep a record in respect of the purchase of such potatoes showing—

(*a*) The name and address of supplier;

(*b*) the date of the invoice or docket received by him in relation to such potatoes;

(*c*) the quantity purchased and the price thereof;

(*d*) the point of delivery; and

(*e*) transport costs properly attributable to the transport of such potatoes from the point of delivery to his place of business.

Fixation of Maximum Prices by Notice.

14. Notwithstanding the foregoing provisions of this Order, I declare the maximum price at which any potatoes specified in a notice given in pursuance of this clause may be sold by any person to whom such notice is given to be such price as is fixed by the Commissioner by notice in writing to that person.

Dated this 26th day of November, 1953.

J. F. WALDRON,
Prices Commissioner.

By Authority: W. M. HOUSTON, Government Printer, Melbourne.