VICTORIA

GOVERNMENT GAZETTE.

Published by Authority

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

No. 1162] THURSDAY, DECEMBER 23. [1954

Labour and Industry Act 1953.

DETERMINATION OF A WAGES BOARD ADJUSTED PURSUANT TO SECTION 33 OF THE LABOUR AND INDUSTRY ACT 1953.

I, Henry Norman Jones, Secretary for Labour and Industry, in pursuance of the powers conferred by the Labour and Industry Act, hereby make and issue the following adjusted Determination of the Wages Board referred to hereunder showing adjusted rates and prices to operate from the beginning of the first pay period to commence in November, 1954.

Dated at Melbourne, this
22nd day of December, 1954.

H. N. JONES,
Secretary for Labour and Industry.

POTTERY BOARD.

Clause 2 of the Determination made on the 22nd September, 1954, and in force as from the beginning of the first pay period to commence on or after the 6th October, 1954, shall be replaced by the following clause:—

APPRENTICES OR IMPROVERS.

2. Within the Metropolitan District as defined in the Labour and Industry Act, 1953; such portions of the City of Heidelberg, and of the Shires of Broadmeadows, Doncaster and Templestowe, as are not within the said District; the Cities of Chelsea and Mordialloc; and the Shires of Berwick, Bulla, Cranbourne, Dandenong, Eltham, Ferntree Gully, Gisborne, Keilor, Lilydale, Melton, Mulgrave, Romsey, Werribee, and Whittlesea.

MALES.
Wages per Week.

—	Employed in Clayholes Exceeding 25 ft. in Depth.	Employed in All Other Places.			
		Rate.	Emergency Loading	Special Loading	Total Wage.
		s. d.	s. d.	s. d.	s. d.
Under 15 years of age	At the Rates prescribed for Adults	56 0	1 3	2 3	59 6
15 years of age		65 6	1 6	2 9	69 9
16 " "		75 0	1 6	3 3	79 9
17 " "		89 0	1 9	3 9	94 6
18 " "		121 6	2 6	5 0	129 0
19 " "		142 6	3 0	6 0	151 6
20 " "		175 6	3 9	7 3	186 6

No. 1162.—12294/54.—PRICE 3D.

FEMALES.

Wages per Week.

—	Commencing Age.							
	15 Years or Under.				16 Years.			
	Rate.	Emergency Loading	Special Loading	Total Wage.	Rate.	Emergency Loading	Special Loading	Total Wage.
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
1st 6 months	56 0	1 3	2 3	59 6	..	..	..	..
2nd 6 months	65 0	1 3	2 9	69 0	..	..	..	..
1st year	..	..	..	..	65 0	1 3	2 9	69 0
2nd "	72 0	1 6	3 0	76 6	79 0	1 9	3 3	84 0
3rd "	79 0	1 9	3 3	84 0	89 6	1 9	3 9	95 0
4th "	89 6	1 9	3 9	95 0	102 0	2 0	4 3	108 3
5th "	102 0	2 0	4 3	108 3	112 6	2 3	4 9	119 6
6th "	112 6	2 3	4 9	119 6	..	..	..	..
and thereafter the minimum wage								

—	Commencing Age.							
	17 Years.				18 Years.			
	Rate.	Emergency Loading	Special Loading	Total Wage.	Rate.	Emergency Loading	Special Loading	Total Wage.
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
1st year	75 6	1 6	3 3	80 3	79 0	1 9	3 3	84 0
2nd "	89 6	1 9	3 9	95 0	102 0	2 0	4 3	108 3
3rd "	102 0	2 0	4 3	108 3	112 6	2 3	4 9	119 6
4th "	112 6	2 3	4 9	119 6	..	..	..	..
and thereafter the minimum wage								

—	Commencing Age.							
	19 Years.				20 Years.			
	Rate.	Emergency Loading	Special Loading	Total Wage.	Rate.	Emergency Loading	Special Loading	Total Wage.
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
1st year	89 6	1 9	3 9	95 0	105 6	2 3	4 6	112 3
2nd "	116 0	2 3	4 9	123 0	..	..	..	..
and thereafter the minimum wage								

WITHIN ALL OTHER PARTS OF VICTORIA.

MALES.

Wages per Week.

—	Employed in Clayholes Exceeding 25 ft. in Depth.	Employed in All Other Places.			
		Rate.	Emergency Loading	Special Loading	Total Wage.
		s. d.	s. d.	s. d.	s. d.
Under 15 years of age	At the Rates prescribed for Adults	46 0	1 3	2 3	49 6
15 years of age		60 0	1 3	2 6	63 9
16 " "		74 0	1 6	3 0	78 6
17 " "		83 0	1 9	3 6	88 3
18 " "		118 0	2 6	5 0	125 6
19 " "		136 6	3 0	5 9	145 3
20 " "		168 6	3 9	7 0	179 3

FEMALES.

Wages per Week.

—	Commencing Age.							
	15 Years or Under.				16 Years.			
	Rate.	Emergency Loading	Special Loading	Total Wage.	Rate.	Emergency Loading	Special Loading	Total Wage.
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
1st 6 months	55 6	1 3	2 3	59 0	..	..	..	..
2nd 6 months	62 6	1 3	2 6	66 3	..	..	..	..
1st year	..	..	..	..	62 6	1 3	2 6	66 3
2nd "	69 0	1 6	3 0	73 6	76 0	1 9	3 3	81 0
3rd "	76 0	1 9	3 3	81 0	81 6	1 9	3 6	86 9
4th "	81 6	1 9	3 6	86 9	97 0	2 0	4 0	103 0
5th "	97 0	2 0	4 0	103 0	109 0	2 3	4 9	116 0
6th "	109 0	2 3	4 9	116 0	..	..	..	..
and thereafter the minimum wage								

—	Commencing Age.							
	17 Years.				18 Years.			
	Rate.	Emergency Loading	Special Loading	Total Wage.	Rate.	Emergency Loading	Special Loading	Total Wage.
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
1st year	64 0	1 3	2 9	68 0	76 0	1 9	3 3	81 0
2nd "	81 6	1 9	3 6	86 9	97 0	2 0	4 0	103 0
3rd "	97 0	2 0	4 0	103 0	109 0	2 3	4 9	116 0
4th "	109 0	2 3	4 9	116 0	..	..	..	..
and thereafter the minimum wage								

—	Commencing Age.							
	19 Years.				20 Years.			
	Rate.	Emergency Loading	Special Loading	Total Wage.	Rate.	Emergency Loading	Special Loading	Total Wage.
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
1st year	83 0	1 9	3 6	88 3	97 0	2 0	4 0	103 0
2nd "	109 0	2 3	4 9	116 0	..	..	..	..
and thereafter the minimum wage								

Proportion (in any factory or place).

Apprentices.

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

An amended indenture of Apprenticeship prescribed by the Board was approved on 31st May, 1926.

Improvers.

Three male improvers to every four or fraction of four male workers receiving not less than the minimum wage.
Three female improvers to every female worker receiving not less than the minimum wage.

ALL OTHER EMPLOYEES.

—	Within the Metropolitan District as defined in the *Labour and Industry Act*, 1953; such portion of the City of Heidelberg, and of the Shires of Broadmeadows, Doncaster and Templestowe, as are not within the said District; the Cities of Chelsea and Mordialloc; and the Shires of Berwick, Bulla, Cranbourne, Dandenong, Eltham, Ferntree Gully, Gisborne, Kellor, Lilydale, Melton, Mulgrave, Romsey, Werribee, and Whittlesea.		Within all Other Parts of Victoria.	
	Wages per Week.	Wages per Hour.	Wages per Week.	Wages per Hour.
(i) MALES. All Departments.	s. d.	s. d.	s. d.	s. d.
*Head burner	265 0	6 7½	262 0	6 6¾
*Burner	259 0	6 5 5/10	256 0	6 4⅘
Burner's assistant (i.e., a person who under the instructions of a burner assists in firing a kiln or kilns) ..	253 0	6 3 9/10	250 0	6 3
Mouldmaker	267 0	6 8 1/10	264 0	6 7⅕
Kiln labourer (i.e., a person whose duties comprise assisting a placer, drawer, or setter, and/or the cleaning of fire holes and/or flues)	251 0	6 3 3/10	248 0	6 2¾

All Other Employees—*continued.*

—	Within the Metropolitan District as defined in the *Labour and Industry Act*, 1953; such portion of the City of Heidelberg, and of the Shires of Broadmeadows, Doncaster and Templestowe, as are not within the said District; the Cities of Chelsea and Mordialloc; and the Shires of Berwick, Bulla, Cranbourne, Dandenong, Eltham, Ferntree Gully, Gisborne, Kellor, Lilydale, Melton, Mulgrave, Romsey, Werribee, and Whittlesea.		Within all Other Parts of Victoria.	
	Wages per Week.	Wages per Hour.	Wages per Week.	Wages per Hour.
(i) MALES—*continued.*				
All Departments—*continued.*	*s. d.*	*s. d.*	*s. d.*	*s. d.*
Clayhole men working underground in shaft and/or tunnel (employers to provide tools)	271 0	6 9³/₁₀	271 0	6 9³/₁₀
All other clayhole men (employers to provide tools)	261 0	6 6³/₁₀	258 0	6 5⅔
Men boring or using explosives ..	266 0	6 7⅘	263 0	6 6⁹/₁₀
Glazed Pipes and Salt-glazed Ware.				
Flanger	266 0	6 7⅘	263 0	6 6⁹/₁₀
Man in charge of plunger	258 6	6 5¹¹/₂₀	255 6	6 4¹³/₂₀
Presser	262 0	6 6⅗	259 0	6 5⁷/₁₀
Setter	262 0	6 6⅗	259 0	6 5⁷/₁₀
Junction sticker	262 0	6 6⅗	259 0	6 5⁷/₁₀
Man operating or taking off machine making siphons, D traps, inlets, and the like	262 0	6 6⅗	259 0	6 5⁷/₁₀
Man working pipe-flanging machine	256 0	6 4⅘	253 0	6 3⁹/₁₀
Mandril operator	253 0	6 3⁹/₁₀	250 0	6 3
Bitumen jointer	255 0	6 4½	252 0	6 3⅗
Drawer	256 0	6 4⅘	253 0	6 3⁹/₁₀
Feeder of pipe machine	253 0	6 3⁹/₁₀	250 0	6 3
Man taking off pipe machine ..	251 0	6 3³/₁₀	248 0	6 2⅔
Man in charge of pug or mixer machine	251 0	6 3³/₁₀	248 0	6 2⅔
Machine rigger	256 0	6 4⅕	253 0	6 3⁹/₁₀
Hand feeder of raw or burnt clay into crusher or grinding pan ..	256 0	6 4⅘	253 0	6 3⁹/₁₀
Man carrying or wheeling into or out of kiln or to or away from kiln ..	253 0	6 3⁹/₁₀	250 0	6 3
Man sorting pipes	253 0	6 3⁹/₁₀	250 0	6 3
Pipe dresser	253 0	6 3⁹/₁₀	250 0	6 3
Packer of goods into railway trucks	252 0	6 3⅗	249 0	6 2⁷/₁₀
All others (except burners, mould-makers, clayhole men, and men boring or using explosives) ..	249 0	6 2⁷/₁₀	246 0	6 1⅘
Dust Tile Making.				
Leading hand slip making ..	258 0	6 5⅔	255 0	6 4½
Slip house attendant	253 0	6 3⁹/₁₀	250 0	6 3
Head dipper	262 0	6 6⅗	259 0	6 5⁷/₁₀
Dipper and/or spray operator ..	258 0	6 5⅔	255 0	6 4½
Man hand pressing dust tiles or working semi-automatic tile press	256 0	6 4⅘	253 0	6 3⁹/₁₀
Setter	262 0	6 6⅗	259 0	6 5⁷/₁₀
Drawer	256 0	6 4⅘	253 0	6 3⁹/₁₀
Sagger maker	256 0	6 4⅘	253 0	6 3⁹/₁₀
Man operating box on sagger machine	251 0	6 3³/₁₀	248 0	6 2⅔
Man operating lever on sagger machine	253 0	6 3⁹/₁₀	250 0	6 3
Man carrying into or out of kiln ..	253 0	6 3⁹/₁₀	250 0	6 3
Ball mill operator (dry grind) ..	256 0	6 4⅘	253 0	6 3⁹/₁₀
Head packer	259 0	6 5⁷/₁₀	256 0	6 4⅘
Packer who packs articles with protective substances into containers with secured lids	255 0	6 4½	251 0	6 3³/₁₀
Other packers	252 0	6 3⅗	249 0	6 2⁷/₁₀
All others (except burners, mould-makers, clayhole men, and men boring or using explosives) ..	249 0	6 2⁷/₁₀	246 0	6 1⅘
General Pottery and Insulator Making.				
Leading hand employed at pinning, leading, and/or cementing insulators or similar ware ..	261 0	6 6³/₁₀	258 0	6 5⅔
Man employed at pinning, leading, and/or cementing insulators or similar ware	256 0	6 4⅘	253 0	6 3⁹/₁₀
Sanitary ware presser	259 0	6 5⁷/₁₀	256 0	6 4⅕
Head packer	259 0	6 5⁷/₁₀	256 0	6 4⅕
Packer who packs articles with protective substances into containers with secured lids	255 0	6 4½	252 0	6 3⅗
Other packers	252 0	6 3⅗	249 0	6 2⁷/₁₀
Ball mill operator (dry grind) ..	256 0	6 4⅘	253 0	6 3⁹/₁₀
Leading hand slip making ..	258 0	6 5⅔	255 0	6 4½
Slip house attendant	253 0	6 3⁹/₁₀	250 0	6 3
Tea-pot hand presser	258 0	6 5⅔	255 0	6 4½
Man fixing handles or spouts ..	255 0	6 4½	252 0	6 3⅗
Hollow ware presser	258 0	6 5⅔	255 0	6 4½
Turner—insulator—				
1st 12 months' experience ..	261 0	6 6³/₁₀	258 0	6 5⅔
Thereafter	266 0	6 7⅘	263 0	6 6⁹/₁₀
Turner—other	261 0	6 6³/₁₀	258 0	6 5⅔

All Other Employees—*continued.*

—	Within the Metropolitan District as defined in the *Labour and Industry Act*, 1953; such portion of the City of Heidelberg, and of the Shires of Broadmeadows, Doncaster and Templestowe, as are not within the said District; the Cities of Chelsea and Mordialloc; and the Shires of Berwick, Bulla, Cranbourne, Dandenong, Eltham, Ferntree Gully, Gisborne, Keilor, Lilydale, Melton, Mulgrave, Romsey, Werribee, and Whittlesea.		*Within all Other Parts of Victoria.*	
	Wages per Week.	Wages per Hour.	Wages per Week.	Wages per Hour.
	s. d.	*s. d.*	*s. d.*	*s. d.*
(i) MALES—*continued.*				
General Pottery and Insulator Making—*continued.*				
Jolly hand—insulator—				
1st 12 months' experience ..	259 0	6 $5^{7}/_{10}$	256 0	6 $4\frac{4}{5}$
Thereafter	264 0	6 $7\frac{1}{5}$	261 0	6 $6^{3}/_{10}$
Jolly hand—other	259 0	6 $5^{7}/_{10}$	256 0	6 $4\frac{4}{5}$
Jigger hand	259 0	6 $5^{7}/_{10}$	256 0	6 $4\frac{4}{5}$
Man sand-papering ware on machine	253 0	6 $3^{9}/_{10}$	250 0	6 3
Man sanding insulators weighing 8 lb. or over	253 0	6 $3^{9}/_{10}$	250 0	6 3
Machine rigger	256 0	6 $4\frac{4}{5}$	253 0	6 $3^{9}/_{10}$
Caster	258 0	6 $5\frac{2}{5}$	255 0	6 $4\frac{1}{2}$
Stoneware thrower—				
4th year's experience	253 0	6 $3^{9}/_{10}$	250 0	6 3
5th year's experience	259 0	6 $5^{7}/_{10}$	256 0	6 $4\frac{4}{5}$
and thereafter	267 0	6 $8^{1}/_{10}$	264 0	6 $7\frac{1}{5}$
Head placer inside kiln	258 0	6 $5\frac{2}{5}$	255 0	6 $4\frac{1}{2}$
Head dipper	262 0	6 $6\frac{3}{5}$	259 0	6 $5^{7}/_{10}$
Dipper and/or spray operator ..	258 0	6 $5\frac{2}{5}$	255 0	6 $4\frac{1}{2}$
Other placer	256 0	6 $4\frac{4}{5}$	253 0	6 $3^{9}/_{10}$
Sagger maker	256 0	6 $4\frac{4}{5}$	253 0	6 $3^{9}/_{10}$
Man operating box on sagger machine	251 0	6 $3^{3}/_{10}$	248 0	6 $2\frac{2}{5}$
Presser (screw and lever-type inclusive)	258 6	6 $5^{11}/_{20}$	255 6	6 $4^{13}/_{20}$
Man, other than setter or placer, employed in the kiln handling or carrying ware or saggers into or out of kiln	253 0	6 $3^{9}/_{10}$	250 0	6 3
Hand feeder of raw or burnt clay into crusher or grinding pan ..	256 0	6 $4\frac{4}{5}$	253 0	6 $3^{9}/_{10}$
Grinder of burnt ware	258 0	6 $5\frac{2}{5}$	255 0	6 $4\frac{1}{2}$
Potter's printer	253 0	6 $3^{9}/_{10}$	250 0	6 3
Man operating lever on sagger machine	253 0	6 $3^{9}/_{10}$	250 0	6 3
All others (except burners, mould-makers, clayhole men, and men boring or using explosives) ..	249 0	6 $2^{7}/_{10}$	246 0	6 $1\frac{4}{5}$
*A burner who is required to burn an unroofed kiln shall receive an additional allowance of 5s. per week.				
(ii) FEMALES				
All Departments.				
Females	175 6	4 $4^{13}/_{20}$	173 0	4 $3^{9}/_{10}$

Provided that a female doing any work classified for a male in clause 24 hereof shall receive the above-mentioned wages rate plus an amount of 75 per cent. of the appropriate margin prescribed in Column "A" of such clause, calculated to the nearest 6d., half or less than half of 6d. in any result to be disregarded.

Clauses, other than clause 2, of the said Determination shall remain in force.

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

DETERMINATION OF THE POULTRY FARM WORKERS BOARD.

NOTE.

Notice of appeal to the Industrial Appeals Court has been lodged against the Determination.

Section 45 (*b*), Act 5771, provides that, when an appeal is made in accordance with that Act, the Determination appealed against shall not come into operation until the Appeal has been dealt with by the Court.

9970/54.

CONTRACT OF EMPLOYMENT.

5. (*a*) Except as hereinafter provided, employment shall be by the week. An 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 employee 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.

(*c*) An employee not attending for duty shall, except as provided by clause 13 hereof, lose his pay for the actual time of such non-attendance.

CASUAL LABOUR.

6. Any person employed other than on a weekly basis shall be paid 10 per cent. in addition to the appropriate rate prescribed in clause 2.

MEAL INTERVAL.

7. All employees shall be allowed a mid-day meal interval of not less than 45 minutes.

MEAL ALLOWANCE.

8. Any employee required to work more than 1½ hours after the usual finishing time shall be paid a meal allowance of 4s. 6d. unless supplied with a meal by the employer.

HOLIDAYS.

9. An employee shall be entitled to the following holidays without deduction of pay, New Year's Day, Australia Day, Labour Day, Good Friday, Easter Monday, Anzac Day, Queen's Birthday, Melbourne Show Day, Melbourne Cup Day, Christmas Day and Boxing Day, or any day by Act of Parliament or Proclamation substituted for any of the above-named holidays.

Provided that by mutual agreement between the employer and the employee another day or days, as the case may be, may be substituted for Melbourne Show Day or Melbourne Cup Day.

SPECIAL RATES FOR HOLIDAYS.

10. Any employee required to work on a holiday prescribed in clause 9 hereof shall be paid at the rate of time and a half with a minimum payment as for 4 hours work.

SPECIAL RATES FOR SUNDAY.

11. Any employee required to work on a Sunday shall be paid at the rate of double time with a minimum payment as for 4 hours work.

ANNUAL HOLIDAYS.

12. The annual holiday shall be as prescribed by the provisions of the *Labour and Industry Act* 1953, and any amendments which may be made thereto from time to time.

SICK LEAVE.

13. (*a*) When a weekly employee is disabled by personal ill health, proof of which sickness is given to the employer, by medical certificate or other satisfactory evidence within 24 hours of the employees' consequential absence, he shall, on account thereof, be entitled without deduction of pay to absent himself from work one day in each two months, or for a proportionate aggregate in a longer period, but not exceeding 44 hours of working time in any year of employment.

(*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 132 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 purposes of this sub-clause service prior to the 27th September, 1954, shall be disregarded.

PROVISION OF OVERALLS AND GLOVES.

14. When an employee is required to handle creosote, tar, or any similar substance the employee shall be provided with overalls and gloves.

CLEANSING MATERIAL.

15. A suitable solvent and cotton waste shall be provided by the employer where required by the employee in the course of his duties.

DRYING CONVENIENCES.

16. The employer shall provide adequate conveniences for employees to dry their clothes.

PROVISION OF AND DEDUCTION FOR KEEP.

17. (*a*) Where the employer provides an employee with board and lodging the standard thereof shall be reasonably adequate and the standard of accommodation provided shall be in accordance with the following, that is to say, there shall be a sufficiency of necessary furniture, bedding, blankets and bedroom and washing utensils and sufficient provision made for lighting, heating, bathing, ventilation and sanitation. The sleeping quarters provided shall contain not less than 480 cubic feet of air space for each person accommodated therein and not more than two persons shall be accommodated in any one sleeping apartment. The food provided shall be sufficient and well prepared and cooked.

(*b*) Subject to compliance with the provisions of sub-clause (*a*) hereof the employer shall be entitled to deduct from the wages payable to an employee provided by him with board and lodging an amount to compensate himself for the cost thereof at the following rates :—

	£	s.	d.	
Adult males at the rate of	3	0	0	per week
Adult females and junior males at the rate of	2	0	0	per week
Junior females at the rate of	1	10	0	per week

provided that such rates are adjustable by adding or subtracting, as the case may be, to or from the rates prescribed an amount of 4d. in the case of adult males, and 3d. in all other cases for each variation of 1s. in the male basic wage.

PROVISION OF LIVING PREMISES FOR EMPLOYEE.

18. Where an employer provides an employee with living premises for the use of the employee and his family as a perquisite of employment the employer shall be entitled to make a charge for the use of such premises and the employee shall pay each week the amount of such charge as agreed to in writing by both parties at the commencement of the employment. A copy of such agreement shall be lodged within seven days thereafter with the Secretary of the Australian Workers Union, Melbourne.

Within 24 hours of the termination of his employment an employee shall be required to vacate the said premises.

PAYMENT OF WAGES.

19. (a) The full amount of each employee's wage shall be paid each week in the employer's time.

(b) A casual employee whose employment is terminated by the employer shall be paid all monies due to him at the termination of his employment. Where the employment is terminated by the employee such payment shall be made within 48 hours of such termination.

(c) The employer shall pay at any time the written order of the employee any obligatory contributions or charitable donations out of the amount for the time being due to the employee; provided that the employer shall not be required to make payment in respect of any such order which may be presented to him than twenty-four hours prior to the time fixed for payment.

FIRST-AID OUTFIT.

20. The employer shall provide and continuously maintain at a place or places reasonably accessible to all employees an efficient first-aid outfit, which shall consist of the following articles and quantities :—

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
Petroleum, 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

TIME BOOK.

21. An employer shall supply each employee with a time-sheet or book and the employee shall record thereon in ink the hours worked on each day during a week and deliver same to the employer at the end of each working week. Upon delivery of this time-sheet or book the employer shall record the classification, actual wages paid and the deduction for keep in respect of such employee.

It shall be the responsibility of the employer to ensure that the provisions of this clause are complied with.

RIGHT OF ENTRY OF UNION OFFICIALS.

22. The Secretary, or any other Official of the Australian Workers Union authorized in writing by the Secretary, shall not be prevented on production of such authority by any employer from visiting and conversing with any employee or employees at a time during working hours mutually agreed upon by the employer and the said Secretary or Official.

PERIODICAL ADJUSTMENT OF WAGES.

23. The wages rates of "other employees" set out in clause 2 are based upon the following basic wage, and, pursuant to the provisions of Section 33 of the *Labour and Industry Act* 1953, the Board hereby determines that such rates shall be automatically adjusted as prescribed by clause 24.

Basic Wage.

Place.	Basic Wage (Adjustable).	Index Number Set Assigned.
	£ s. d.	
Throughout the State	11 16 0	Melbourne

The female basic wage shall be 75 per cent. of the above male basic wage calculated to the nearest 6d., half or less than half of 6d., to be disregarded.

ADJUSTMENT OF BASIC WAGE.

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

(b) Until the beginning of the first pay period to commence in November, 1954, the amount of the basic wage shall be as prescribed in clause 23.

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

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

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

J. V. WILLOX, Secretary.

Melbourne, 14th September, 1954.

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

VICTORIA

GOVERNMENT GAZETTE.

Published by Authority.

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

No. 1164] FRIDAY, DECEMBER 24. [1954

Labour and Industry Act 1953.

DETERMINATION OF THE COMMERCIAL ARTISTS BOARD.

NOTE.—This Determination applies throughout the State of Victoria.

IN accordance with the provisions of the *Labour and Industry Act* 1953. the Board appointed to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons (other than persons subject to the Determination of any Wages Board heretofore appointed) engaged in the process, trade, business or occupation of making (for reproduction by means of printing processes) original designs, drawings, illustrations or lettering, in colour or otherwise, for advertising purposes, for use in connexion with commerce or industry, or in connexion with the marketing of commodities" has made the following Determination, namely :—

1. That as from the beginning of the first pay period to commence in September, 1954, the last previous Determination of this Board shall be revoked and replaced by this Determination.

WAGES (Adult Artists, other than Apprentices or Improvers).

2. All employees .. .. £15 3 0 per week of 40 hours.

JUNIORS.

3. (*a*) No person other than a senior artist shall be employed at any work covered by this Determination otherwise than—

(i) under a contract of apprenticeship as hereinafter provided ; or

(ii) as a female improver.

(*b*) *Proportion.*—The proportion of apprentices or improvers in any place shall not exceed :—

Where the Number of Senior Artists Employed is	Number of Apprentices.	Number of Improvers.
One	One *or*	One
Two	One	and One,
	or—Two*	Nil
Three or Four	Two*	and One,
	or—Three*	Nil
Five	Three	and One,
	or—Four	Nil
Six, Seven, or more	Three	and Two,
	or—Four	and One
	or—Five	Nil

* Provided one is a senior apprentice. A senior apprentice is one who receives not less than the fourth year rate of pay.

A senior artist is any adult employee other than an apprentice or an improver.

No. 1164.—9439/54.—PRICE 6D.

(c) *Contract of Apprenticeship.*—Every contract of apprenticeship hereinafter made shall be on the form of indenture prescribed by the Commercial Artists Board.

(d) *Period of Apprenticeship.*—(i) Subject to the provisions of paragraph (ii) hereof the periods of apprenticeship shall be as follows :—

If the apprentice when indentured is under the age of 18 years—5 years. If over the age of 18 years—4 or 5 years, at the option of the contracting parties.

(ii) A student who has obtained a qualification or has in whole or in part completed a prescribed course of study shall be deemed to have served a period of apprenticeship as hereinafter prescribed, which shall be taken into account when indentures of apprenticeship are being entered into, and the pay to which he or she shall be entitled shall be appropriate to the advanced year of apprenticeship. The said period of apprenticeship so deemed to have been served plus the period of apprenticeship stated in the indentures shall not exceed the appropriate period prescribed in paragraph (i) hereof.

Qualification Obtained or Completed Course of Study.	Period of Apprenticeship deemed to have been Served
Where a student has completed a full-time Commercial Art course at a school approved by the Wages Board—	
(a) of not less than three years	One year
(b) of not less than four years	Two years
Where a student has obtained or passed, as the case may be—	
(c) The Department of Education Diploma of Advertising or Art of the Book and is, required to complete one or two years' practical experience in commercial art work before qualifying for a diploma	Three years
(d) The Department of Education third year examination of the Diploma of Advertising Art Course	Two years
(e) The Department of Education Certificate of Art examination	One year

(e) *Wages of Apprentices.*—The minimum weekly wages of apprentices shall be :—

	Percentage of Basic Wage.	£	s.	d.
(i) Five-year term—				
First year	35	4	2	6
Second year	47	5	11	0
Third year	64	7	11	0
Fourth year	85	10	0	6
Fifth year	100 + 16s.	12	12	0
(ii) Four-year term—				
First year	42	4	19	0
Second year	64	7	11	0
Third year	85	10	0	6
Fourth year	100 + 16s.	12	12	0

(f) *Wages of Improvers.*—The minimum weekly wages of improvers shall be :—

First year	35	4	2	6
Second year	47	5	11	0
Third year	64	7	11	0
Fourth year	85	10	0	6
Fifth year	100 + 16s.	12	12	0

The provisions of paragraph (ii) of sub-clause (d) of this clause shall apply in the case of improvers with the exceptions that the last sentence in the pre-amble of the said paragraph shall be omitted, and the expression "period of service" shall replace the expression "period of apprenticeship" or "year of apprenticeship" appearing therein.

(g) *Probationary Period.*—Minors shall be apprenticed as from the date of commencing work with an employer, but notwithstanding anything contained elsewhere in this Determination the first nine months of service shall be deemed to be a probationary period, and the indenture may be terminated by any party thereto during such period of probation without any obligation to any other party or parties.

(h) *Attendance at approved Art Schools*—

(i) During the currency of the indenture an apprentice shall be permitted by the employer to absent himself during working hours for the purpose of attending art classes or examinations at a school approved by the Commercial Artists Board for a period or periods not exceeding in the aggregate four hours in any week.

(ii) The apprentice shall also attend evening classes at an Art school approved by the said Board on two evenings each week.

(iii) An apprentice attending a school or schools as prescribed in sub-clauses (i) and (ii) hereof and presenting reports of satisfactory progress and attendance, to his employer shall be reimbursed all fees paid for such tuition.

(iv) The above provisions shall not apply to a student who has passed the 4th year examination of the Diploma of Advertising Art and/or Diploma of Art of the Book.

(v) Until further order schools approved by the said Board shall be :—

Melbourne Technical College ;
Swinburne Technical College, Glenferrie ;
Gordon Institute of Technology, Geelong ;
Prahran Technical School ;
Technical Art School, Ballarat ;
Caulfield Technical School.

(i) *Cancellation or Suspension of Indenture.*—Subject to the approval of the Secretary for Labour and Industry but not otherwise, an indenture of apprenticeship may be suspended or cancelled—

(i) by mutual consent ;

(ii) if through lack of orders or financial difficulties an employer is unable to find suitable employment for an apprentice and a transfer to another employer cannot be arranged ;

(iii) if, in the opinion of the Secretary for Labour and Industry circumstances exist which render such suspension or cancellation necessary or desirable.

Any covenant in an indenture inconsistent with the provisions of this clause shall be null and void and of no force or effect.

(j) *Lost Time.*—The apprentice at the end of the calendar period of any year in which he has actually given service to the master upon less than the ordinary working days prescribed in this Determination, or on which he has unlawfully absented himself without the master's consent shall, for every day short of the said number of working days, and for every day of such absence, serve one day, and the calendar period of the succeeding year of his service shall not be deemed to begin until the said additional day or days shall have been served.

Provided that in calculating the extra time to be so served, the apprentice shall be credited with time which he has worked during the relevant year in excess of his ordinary hours.

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

(*l*) *Overtime.*—An apprentice under the age of eighteen years shall not be required to work overtime unless he so desires.

(*m*) *Payment by Results.*—An apprentice or improver shall not work under any system of payment by results.

HOURS.

4. (*a*) The hours of duty of employees shall not exceed eight hours on Monday to Friday inclusive and four hours on Saturday, and shall not exceed 40 hours in any week, to be worked between 8 a.m. and 6 p.m. on Monday to Friday inclusive, and between 8 a.m. and noon on Saturday.

(*b*) The daily working hours of each office shall be conspicuously displayed in each workroom, and shall continue unchanged until altered by agreement between the employer and his employees.

(*c*) When the employer desires to work the ordinary working hours in a five-day week, he may do so. The employer and the employees may thereupon agree upon the hours of commencing and finishing work with a starting time not earlier than 7.30 a.m., and a finishing time not later than 6 p.m., and in the event of such agreement being made, the hours so agreed shall be substituted for the hours fixed by this Determination, notwithstanding anything to the contrary contained in clauses 4 (*b*), 5 (*b*), and (*f*) hereof.

OVERTIME.

5. (*a*) All overtime rates earned by an employee shall be paid in full, and no deduction shall be made from such overtime rates by reason of any time not worked by such employee.

(*b*) All duty performed by employees in excess of or outside the hours mentioned in clause 4 hereof shall be overtime, and shall be paid for at the rate of time and a half for the first three hours and double time thereafter. The maximum overtime worked shall not exceed 24 hours in four consecutive weeks.

(*c*) (i) Where a weekly employee works on any day of his annual leave or on any public holiday mentioned in clause 7 hereof when he is entitled to be away from his employment, he shall be paid therefor at not less per hour than the hourly rate of his weekly wage, in addition to the weekly wage, and shall be given not less than four hours' work, or pay equivalent thereto.

(ii) Should a weekly employee who has worked on a holiday within the hours of his ordinary working day, work on such holiday before the ordinary hour of commencing work or after the ordinary hour of finishing work, he shall be paid double the ordinary timework rate for the hours worked before the ordinary hour of commencing work or after the ordinary hour of finishing work.

(*d*) (i) Double time shall be paid for all work done on Saturday afternoon, and (with a minimum of four hours' work or pay equivalent thereto) on Sunday.

(ii) Where the hours of the ordinary working week are worked within five days any work done on the sixth day shall be paid for at time and a half for the first four hours worked before noon and at double time thereafter.

(*e*) Any employee required to work more than six successive days without a clear interval of 36 hours after the sixth day shall be paid double rates for all work performed by him after the sixth day until he shall have had a clear interval of 36 hours before being required to resume duty.

(*f*) No employee under 16 years of age shall be employed on overtime. No employee under 17 years of age, nor any female, shall be on duty in any event before 8 a.m. or later than 9 p.m. on any working day, subject to clause 4 hereof.

(*g*) An employer shall not require or permit any female employee to work overtime after 6 p.m. unless at least one other female person is working with her.

(*h*) An employee, if called upon to work overtime in excess of one hour after the usual finishing time on any day, shall be paid for two hours' work at overtime rates at the least. Where notice of overtime in excess of one hour has not been given to an employee during the previous day, or where notice of overtime has been given to him, but overtime has not been worked, 5s. shall be paid as an allowance for tea money. The same allowance shall be made for each meal reasonably occurring during such overtime work.

TERMS OF EMPLOYMENT AND SICK PAY.

6. (*a*) No person shall be employed except as—

(i) a weekly employee; or

(ii) a casual employee.

(*b*) A weekly employee, to become entitled to payment of a weekly wage, shall perform such work as the employer shall from time to time require on the days and during the hours usually worked by such employee.

(*c*) (i) A weekly employee not attending for duty shall lose his pay for the actual time lost unless he produces or forwards within twenty-eight hours of the commencement of such absence evidence or a message satisfactory to the employer that his non-attendance was due to personal ill-health necessitating such absence, but notwithstanding that he may be employed by different employers he shall not be entitled to payment for non-attendance on the ground of personal ill-health for more than 40 hours in each year. Such year shall begin on the 11th April, 1945.

(ii) If an employer within 48 hours after the receipt by him of a written message sent by (or on behalf of) an absent employee, alleging that his absence is due to personal ill-health, fails to despatch or give to the employee a written notice that he does not accept the message as satisfactory evidence of the facts alleged by it, it shall be deemed to be prima facie evidence that the absence of the employee was due to personal ill-health.

(iii) If an employer within 48 hours after the receipt by him of such message despatches, or gives to the employee a written notice that he does not accept such message as satisfactory evidence of personal ill-health, but requires further evidence, the employee must within a reasonable time furnish such further evidence. If the employer requires the employee to obtain a medical certificate or other proof of personal ill-health, he shall pay or refund any fee and incidental expenses necessarily paid or incurred by the employee. The employee shall submit to medical examination at the employer's expense if so required, and shall not obstruct or interfere with inquiries deemed to be necessary by the employer.

(iv) In any case where the period of 48 hours referred to in paragraphs (ii) and (iii) hereof expires after the finish of the last working day in the calendar week, or on a public holiday, the period shall be deemed to extend to noon of the next ordinary working day, and in any case where illness commences after the finish of such last working day the said period of 48 hours shall be deemed to commence at the starting hour of the next ordinary working day.

(v) A weekly employee shall not be entitled to the sick pay benefits of this clause until he has worked in the employment of his employer for a period of three working weeks.

(*d*) Notwithstanding anything contained in sub-clause (*c*) (i) 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 without deduction of pay.'

(e) (i) The employment of a weekly employee may be terminated by a week's notice on either side or by the employer at his option by payment of a week's wages in lieu of notice, and such notice may be given on any day of the week to take effect one week after the day on which it is given. This shall not affect the right of the employer to dismiss any employee without notice for malingering, inefficiency, neglect of duty or misconduct, and in such case wages shall be paid up to the time of dismissal only, or to deduct payment for any day the employee cannot usefully be employed through any stoppage of work for any cause for which the employer cannot be held responsible.

Provided always that the notice referred to in this paragraph shall not be given so as to take effect concurrently with any annual leave to which the employee may be entitled, and such notice or payment in lieu of notice shall be additional to any bonus payable to the employee under clause 8 of this Determination.

(ii) In the event of work being temporarily stopped by any cause for which the employer cannot be held responsible, and the employee has lost at least two days' pay the employee may inform the employer of his intention to terminate his employment, whereupon the employment shall be terminated without the employee being required to give the week's notice mentioned in paragraph (i) hereof, and he shall be paid such moneys as are due to him under this Determination.

(f) If an employee's services be terminated during the course of the week, he shall be paid all money due to him at the termination of his service, or all money due to such employee shall be forwarded to him by post within 24 hours thereafter. Without prejudice to his liability to legal proceedings in respect of such non-observance, an employer not observing this provision shall pay such employee an extra full day's pay for each day after the employer's usual pay day upon which he applies at the employer's place of business for payment of the amount due to him, and does not receive it.

Holidays.

7. (a) An employee shall be entitled to be absent from his employment without deduction of pay on any holiday. In this Determination "holiday" means the day observed as any of the following days:—New Year's Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, Christmas Day, Boxing Day, Australia Day, Queen's Birthday, and, within the Metropolitan District, Melbourne Cup Day.

(b) An employer shall not terminate the employment of a weekly employee for the purpose of evading payment for any holiday prescribed by this Determination.

(c) Where an employee is dismissed within one week before any holiday (or within one week before the first day of several holidays), his re-engagement by the same employer within one week after such holiday (or, as the case may be, within one week after the last day of such several holidays), shall be prima facie evidence that his employment was terminated in breach of sub-clause (b) hereof.

(d) Where the employer terminates the employment within one week of a day on which a holiday occurs, the employee shall be paid for such holiday or holidays prescribed by this Determination, provided that such employee had been employed by the employer for a period of at least one week prior to the termination of the employment.

(e) Where an employee is absent from his or her employment on the day before or the 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 holiday.

(f) When an employee is absent from his or her employment for a period exceeding fourteen days through illness, or with the consent of the employer, the employee shall not be entitled to payment for any public holidays occurring during such period of absence in excess of the period of fourteen days.

(g) The provisions of this clause shall apply only to weekly employees.

Annual Holiday.

8. The annual holiday shall be as prescribed by the provisions of the *Labour and Industry Act* 1953, and any amendments which may be made thereto from time to time.

Casual Employees.

9. (a) An employer when engaging a person for casual employment shall inform him then and there that he is to be employed as a casual. Except where this is done the employee shall be a weekly employee. A casual employee, after two weeks of continuous employment as a casual employmee, shall become a weekly employee.

(b) If a casual employee commences duty on any day, or is directed to attend for duty and actually attends on any day such employee shall in respect of such day be paid at the rate herein provided and for six hours at the least, except on Saturday, when he shall be paid for three hours at the least.

(c) A casual employee shall be paid the hourly rate prescribed for such work, with the addition of 12½ per cent.

(d) A casual employee, when working overtime shall have his rate of pay as a casual employee increased by the same proportion (i.e., one-half, or double as the case may be) as the weekly worker's rate applicable to the class of work done by the casual employee directed to be increased under this Determination for work done on overtime, with the addition of 12½ per cent.

Wages and Pay Day.

10. (a) Subject to clause 6 (e) hereof, an employee shall be paid his wages on Thursday or Friday in each week, and not more than two days' pay shall be kept in hand by the employer.

(b) Notwithstanding anything to the contrary contained herein, an employer shall not be required to pay to an employee any amount which is in dispute as sick pay (should the employee become entitled to the sick pay claimed) until the pay day of the pay week following the pay week in which the claim for sick pay was made to the employer.

Employee Missing Usual Conveyance.

11. Whenever the finishing time of any employee working overtime is such as to cause him to miss the usual means of conveyance home, he shall be conveyed home in a suitable manner, without delay, at the expense of the employer.

Meal Period.

12. (a) The minimum time allowance for meals shall be three-quarters of an hour, and the maximum allowance one hour. Provided that an employer and a majority of not less than three-fourths of his employees may agree to a reduced period, but not less than half an hour.

(b) Where an employee is required to work during his usual meal period he shall be paid one-half extra on the hourly rate of his weekly wage for the time so worked, and be allowed his usual meal period as soon as it can be arranged.

(c) The lunch period of any employee shall be between the hours of noon and 2 p.m.

Signing Work.

13. Senior Commercial or Industrial Artists shall be entitled to initial or sign any original work they produce wherever permissible by the employer.

ASSOCIATION OFFICIAL VISITING ESTABLISHMENT.

14. Duly accredited representatives of the Australian Commercial and Industrial Artists Association shall have the right to enter employers' working establishments during the midday meal time for the purpose of interviewing employees on legitimate association business, on the following conditions:—

(a) That the representative produces his authority to the employer or his representative.

(b) That the representative interviews employees only at places where they are taking their meals.

(c) That not more than two such representatives shall at any one time visit or be in any one working establishment, and if there are two representatives they shall both be there at the same time.

(d) That if a working establishment shall have been visited by any such representative during a week it shall not be visited afterwards during the same week by any such representative.

REST PERIOD.

15. Each employee shall be granted a rest period of not less than ten minutes each morning and afternoon. Such rest periods shall be counted as time worked.

Reasonable facilities shall be provided by the employer for the employee to have refreshments during such intervals, if the employee so desires.

ACCOMMODATION.

16. An employer in addition to ensuring that the provisions of sub-clauses (a), (b), and (c) hereof are complied with, shall provide as far as possible every convenience and comfort for employees:—

(a) A minimum working space of 40 square feet shall be allowed for each employee.

(b) For both day and night work, the illumination for any part of an employee's desk shall be at least of 50 foot candles.

(c) In places of work where the flooring is of stone, concrete, brick, or other like material, or in any place of work where the flooring is damp or wet because of the nature of the work (as in the case of industrial modellers or sculptors) adequate insulating material such as wood, linoleum, or coir matting, or similar dry material shall be provided to cover the immediate area in which the employee is working.

(d) Any employee whose work requires him to be seated shall be provided with a reasonably comfortable chair.

(e) The employer shall provide a suitable place for employees to wash their hands.

(f) Proper facilities shall be provided by the employer so that the clothing of employees taken off during working hours may be protected from the dust of the workroom.

PERIODICAL ADJUSTMENT OF WAGES.

17. The wage rate set out in clause 2 is based upon the following basic wage and pursuant to and in accordance with the provisions of section 33 of the *Labour and Industry Act* 1953, this Board hereby determines that the said rate shall be automatically adjusted by the same amount and at the same time as such basic wage as prescribed in clause 18.

BASIC WAGE.

Place.	Basic Wage (Adjustable).	Index Number Set Assigned.
	£ s. d.	
Throughout the State	11 16 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

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

(b) Until the beginning of the first pay period to commence in November, 1954, the amount of the basic wage shall be as prescribed in clause 17.

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

(d) The wages of apprentices 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.

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

J. W. RYAN, Secretary.

Melbourne, 9th August, 1954.

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

VICTORIA

GOVERNMENT GAZETTE.

Published by Authority.

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

No. 1165] FRIDAY, DECEMBER 24. [1954

Labour and Industry Act 1953.

DETERMINATION OF THE SHOPS BOARD No. 9 (DRAPERS AND MEN'S CLOTHING).

NOTE.—1. On the 9th March, 1921, this Board was appointed in lieu of the Drapers Board and the Men's Clothing Board.

2. This Determination applies to the following parts of Victoria, namely :—The Metropolitan District as defined in the *Labour and Industry Act* 1953 the cities of Ballarat, Bendigo, Geelong, Geelong West, Warrnambool, and Newtown and Chilwell; and the boroughs of Eaglehawk and Sebastopol.

IN accordance with the provisions of the *Labour and Industry Act* 1953, the Wages Board appointed to "determine the lowest prices or rates which may be paid to any persons employed in the business of a seller of—

(*a*) any article of men's or boys' clothing (whether made to order or otherwise), mercery, or wearing apparel, including underclothing, hats, and caps;

(*b*) goods usually sold by drapers or haberdashers, including mantles, costumes, millinery, gloves, stockings, and underclothing," has made the following Determination, namely :—

1. That as from the 1st September, 1954, the last previous Determination of this Board, shall be revoked and replaced by this Determination.

2.

Apprentices or Improvers.					Other Employees.		
Wages per Week of 40 Hours.					Wages per Week of 40 Hours.		
Age.	Females Employed in Dress, Manchester, Drapery Furnishings, Prints, Silks, or Men's Clothing Departments, and All Males.		Other Females.		—	Within the Metropolitan District.	Outside the Metropolitan District wherever this Determination applies.
	Percentage of Basic Wage.	s. d.	Percentage of Female Basic Wage.	s. d.	Males.	s. d.	s. d.
Under 15 years of age	40	94 6	48	85 0	Manager (other than department manager), i.e., a person entrusted with the control or superintendence of a shop, notwithstanding he may be under the orders of a superior who does not devote his whole time to the management of the said shop	293 6	290 6
At 15 years of age ..	42	99 0	51	90 6	Department manager, i.e., a person in control of three or more salesmen or saleswomen 21 years of age or over, notwithstanding he may be under the orders of a superior who does not devote his whole time to the management of such department	283 6	280 6
At 16 years of age ..	48	113 6	55	97 6	Person in charge of an order tailoring establishment	287 6	284 6
At 17 years of age ..	63	148 6	62	109 6			
At 18 years of age ..	80	189 0	73	129 0			
At 19 years of age ..	97	229 0	83	147 0			
At 20 years of age ..	100 + 15s.	251 0	97	171 6			

Apprentices or Improvers.	Other Employees. *Wages per Week of 40 Hours. —	Within the Metropolitan District. s. d.	Outside the Metropolitan District wherever this Determination applies. s. d.
PROPORTION (in any Shop or Place).	*Males.*		
APPRENTICES.	Pattern-men, assemblers, or salesmen	273 0	270 0
	Canvassers, who are in any way connected with the sale of goods	276 0	273 0
Males.	Collectors who, in addition to their duties of collecting, are in any way connected with the sale of goods	276 0	273 0
One male apprentice to every three or fraction of three male workers receiving not less than 270s. per week of 40 hours.	Foreman packer or storeman, i.e., a person in control of four or more packers or storemen, notwithstanding he may be under the orders of a superior who does not devote his whole time to the management of such department	272 6	269 6
	Packers or storemen	268 0	265 0
Females.	Porters	260 0	257 0
One female apprentice to every three or fraction of three female workers receiving not less than 189s. per week of 40 hours.	All others	273 0	270 0
	Females.		
An indenture of apprenticeship prescribed by the Board was approved on 25th January, 1924.	Manageress (other than department manageress)— (*a*) A person (other than a person provided for under (*b*) hereof) entrusted with the control or superintendence of a shop stocking dress or Manchester goods, drapery furnishing, prints, silks, men's clothing, or female wearing apparel, notwithstanding she may be under the orders of a superior who does not devote his whole time to the management of the said shop	287 6	284 6
IMPROVERS.	(*b*) A person working singly or in control of not more than three salesmen or saleswomen entrusted with the control or superintendence of a shop stocking female wearing apparel, notwithstanding she may be under the orders of a superior who does not devote his or her whole time to the management of the said shop	225 0	222 0
One male improver to every male person receiving not less than 270s. per week of 40 hours.	Department or section manageress— (*a*) in control of three or more salesmen or saleswomen 21 years of age or over, in dress, Manchester, drapery furnishing, prints, silks, or men's clothing, departments, or section thereof, notwithstanding she may be under the orders of a superior who does not devote his whole time to the management of such department or section thereof ..	279 0	276 0
Two female improvers to one female person; Four female improvers to two female persons, and thereafter— One female improver to each additional female person — receiving not less than 189s. per week of 40 hours.	(*b*) In control of three or more saleswomen 21 years of age or over in any other department, or section thereof notwithstanding she may be under the orders of a superior who does not devote his whole time to the management of such department or section thereof	212 6	209 6
Provided that two improvers may be permitted where a shop is operated by a male proprietor or manager as the only senior.	Saleswomen selling goods usually sold in dress, Manchester, drapery furnishing, prints, silk, or men's clothing departments	273 0	270 0
	Other saleswomen or pattern women, or assemblers	192 6	189 6
Provided further that one female improver in lieu of one male improver or one male improver in lieu of one female improver may be employed.	Packers	235 6	232 6
	Canvassers who are in any way connected with the sale of goods	192 6	189 6
	Porters	235 6	232 6
	All others	192 6	189 6

FLOOR SUPERVISORS, FLOOR WALKERS AND/OR SUPERINTENDENTS.

3. Floor supervisors, floor walkers and/or superintendents shall be paid 5 per centum over and above the rate fixed for persons 21 years or over, provided that any person acting as floor supervisor, floor walker and/or superintendent for less than 20 hours in any one week shall be entitled to the additional 5 per centum.

4. TIMES OF BEGINNING AND ENDING WORK.

	Time of Beginning.	Time of Ending.
On the usual half-holiday	9.5 a.m.	noon.
On the other working days of the week	9.5 a.m.	5.30 p.m.

OVERTIME.

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

(*a*) By persons (including apprentices and improvers) employed as salesmen or saleswomen—

(1) Before 9 a.m. .. .. Five time the ordinary rate.
(2) Outside the times of ending work .. .. Double time.
(3) Within the times of beginning and ending work in excess of 40 hours Double time.

(*b*) By all other persons (1) Outside the times of beginning and ending work. Double time.
(2) Within the time of beginning and ending work in excess of 40 hours Double time.

CLOTHING.

6. 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.

MEAL MONEY.

7. Any employee required to work after the usual finishing hour of work or before the usual commencing hour of work beyond one hour shall be paid not less than 5s. meal money in addition to the overtime rates as prescribed for in this Determination.

TERMS OF EMPLOYMENT.

(a) *Weekly Employment.*

8. 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 14 (sick leave) hereof shall lose his or her pay for the actual time of such non-attendance.

Provided further that 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 further that any such time lost shall be counted as time worked in computing 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: provided that the proportion of part time employees in any shop shall not exceed one for each three or fraction of three engaged as weekly employees.

(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:—

(i) For time worked up to the first 20 hours—

In any week in which two or more Public Holidays occur—at the ordinary wages rates plus 50 per cent.
In any other week—at the ordinary wages rate plus 33⅓ per cent.

(ii) 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.

(iii) An employee shall be entitled to a minimum payment as for 2 hours 55 minutes' work on a Saturday or for four hours' work on any other day.

(iv) Any employee who is required to work—

less than 20 hours in any week, or
less than 25 hours in any week, if any period of such work occurs during a Friday or a Saturday,

shall be deemed a casual employee and paid accordingly.

MEAL INTERVALS.

9. All employees who work more than four hours in the day shall be allowed the following meal intervals with permission to leave the shop for the whole of such intervals viz.:—

From Monday to Friday, one hour for lunch between noon and 3 p.m.

REST PERIOD.

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

TERMINATION OF EMPLOYMENT.

11. Except in a case where an employee or an employer has been guilty of misconduct, or where an employee has been engaged temporarily for a period not exceeding six weeks in duration, seven days' notice of termination of employment shall be given by either party or one week's wages paid or forfeited, as the case may be, in lieu thereof.

NOTICE OF INTENTION TO RATION.

12. Where an employer owing to slackness of trade desires to ration his employees, he shall give seven days' notice to each employee of his intention to ration such employee.

ANNUAL HOLIDAY.

13. The annual holiday shall be as prescribed by the provisions of the *Labour and Industry Act* 1953, and any amendments which may be made thereto from time to time.

SICK LEAVE.

14. (a) Any employee who, having had a 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.

SPECIAL RATES FOR SUNDAYS AND HOLIDAYS.

15. The special rates for all work done on Sundays or the undermentioned Holidays shall be—

Sunday	Double time.
New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Queen's Birthday Melbourne Cup Day (Metropolitan District only), Christmas Day, Boxing Day, and after 12 noon on Show Day in such localities mentioned in the Sixth Schedule to the *Public Service Act* 1946 as are within the area to which this Determination applies	Double time.
Easter Saturday—	
(*a*) In the area enclosed by and including Flinders-street, Spencer-street, Lonsdale-street, and Spring-street in the City of Melbourne	Five times the ordinary rate.
(*b*) In all other places where this Determination applies	Double time.

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.

PUBLIC HOLIDAYS.

15A. New Year's Day, Australia Day, Labour Day, Good Friday, Easter Saturday, Easter Monday, Queen's Birthday, Christmas Day, Boxing Day, and within the Metropolitan District, Melbourne Cup Day or any other day by Act of Parliament or Proclamation substituted for any of the said days shall be observed as Public Holidays.

HOLIDAYS.

16. A weekly employee shall be entitled to the Public Holidays mentioned in clause 15 without deduction of pay.

FIRST-AID OUTFIT.

17. 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.

BICYCLE ALLOWANCE.

18. Where a bicycle is provided by an employee and is required to be used in connexion with his employer's business, an allowance of 1s. for each day, or part thereof on which he is required to use such bicycle in addition to the ordinary wage shall be paid to such employee.

REFERENCE.

19. An employee, on severing his or her connexion with an employer, shall be entitled to and shall receive from such employer a reference in writing, stating his or her period of service and qualifications. This provision shall only apply in the case of an employee who has been employed continuously for three months or more.

TIME AND WAGES RECORDS.

20. An employer shall keep time and wages records showing the name of each employee, the hours worked each week by, and the wages and overtime paid to each employee. Such record shall be open for inspection by a duly accredited representative of the Shop Assistants and Warehouse Employees' Federation of Australia. Provided that an inspection shall not be demanded unless the Secretary or other paid official of the union suspects that a breach of the Determination has been committed.

PAYMENT OF WAGES.

21. All wages due shall be paid not later than Thursday in each week, and must be paid during working hours.

PERIODICAL ADJUSTMENT OF WAGES.

22. The wages rates for adult males set out in clause 2 are based upon the following basic wage, and, pursuant to the provisions of Section 33 of the *Labour and Industry Act* 1953, the Board hereby determines that such rates shall be automatically adjusted by the same amount and at the same time as such Basic Wage as prescribed by clause 23.

Basic Wage.

Place.	Basic Wage (Adjustable).	Index Number Set Assigned.
	£ s. d.	
Within the area to which this Determination applies	11 16 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

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

(*b*) Until the beginning of the first pay period to commence in November, 1954, the amount of the basic wage shall be as prescribed in clause 22.

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

(*d*) The wages rates for adult females are based on a basic wage being 75 per cent. of the basic wage for adult makes calculated to the nearest 6d., half or less than half of 6d. to be disregarded. The wages rates for adult females shall be adjusted by increasing or decreasing such rates by the amount of the difference from time to time in the said basic wage for females, provided that adult females selling goods usually sold in dress, Manchester, drapery furnishing, prints, silk, or men's clothing departments and a manageress, or department or section manageress associated with a shop or department selling the same class or classes of goods shall from time to time have their rates adjusted to accord with the rates prescribed for adult males selling goods usually sold in the said departments.

(*e*) 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.

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

Melbourne, 27th August, 1954. J. W. RYAN, Secretary.

NOTE.—This Determination was made pursuant to the provisions of the *Labour and Industry Act* 1953, and in his or her own interest each employer of labour should obtain a copy of the said Act which may be purchased from the Government Printer, Melbourne.

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

[8347]

VICTORIA

GOVERNMENT GAZETTE.

Published by Authority.

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

No. 1166] FRIDAY, DECEMBER 24. [1954

Labour and Industry Act 1953.

DETERMINATION OF THE ASBESTOS-CEMENT WORKERS BOARD.

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

(*b*) On the 27th November, 1934, the Cement Articles Board was deprived of the 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 making portable articles of material containing asbestos and cement in the proportion of not less than one part by weight of asbestos in each twenty parts by weight of the material, and such power was conferred exclusively on the Asbestos-Cement Workers Board.

IN accordance with the provisions of the *Labour and Industry Act* 1953, the Wages Board which since 24th April, 1939, has had the 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 making portable articles of material containing asbestos and cement in the proportion of not less than one part by weight of asbestos in each twenty parts by weight of the material;

has made the following Determination, namely :—

1. That as from the beginning of the first pay period to commence in November, 1954, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2. (*a*) WAGES.

Apprentices or Improvers.			Other Employees.	
—	Per Week of 40 Hours.		—	Wages.
	Percentage of Basic Wage.	Wages.		Per Week of 40 Hours.
		s. d.		*s. d.*
16 and under 17 years of age	50	117 0	Wet sheet machine leading hand ..	262 0
17 and under 18 years of age	58	135 6	Wet sheet machine operator ..	258 0
18 and under 19 years of age	70	164 0	Mixer operator—in sole charge of Tide mill	258 0
19 and under 20 years of age	86	201 0	Mixer operator—other	255 0
20 and under 21 years of age	100+2s.	236 0	Asbestos treatment operator ..	257 0
			Cutter-off in charge	262 0
			Cutter-off	254 6
			Plateman or stacker	255 0
			Corrugating machine operator ..	255 0
			Hand corrugator	253 6
			Wet trimmer (Power guillotine only)	255 0
			Leading hand in charge of dry trimming	262 0
			Dry trimmer—operating power cutting machine	255 0
			Accessories hand moulder—welded or grafted mouldings	257 0
			Accessories hand moulder—plain mouldings	255 0

No apprentices or improvers under the age of sixteen years to be engaged.

No. 1166.—11667/54.—PRICE 6D.

WAGES—*continued.*

Apprentices or Improvers.	Other Employees.	Wages. Per Week of 40 Hours.
—	—	s. d.
PROPORTION (IN ANY PLACE).	Operator cement bulk handling	257 0
	Pipe machine leading hand	266 0
Apprentices and Improvers.	Mazza machine control operator	257 0
Two apprentices or improvers to every three or fraction of three workers receiving not less thas the rate prescribed for the classification "All others".	Pressure pipe curing tank hand ..	254 6
	Operator pressure pipe turning and socket boring machine	254 6
	Operator pressure pipe turning and socket boring machine (who sets up machine) ..	259 6
	Pressure pipe socket fitter	254 6
	All others	252 0

(*b*) An employee appointed as a leading hand or an employee temporarily in charge of three or more men shall be paid the rate herein prescribed for the class of work done, plus an allowance at the rate of 10s. per week, or the rate herein prescribed for his ordinary duties, whichever is the higher.

HOURS OF EMPLOYMENT.

Day Workers.

3. The hours of employment shall be 40 per week to be worked in five days. The commencing and finishing times once having been determined shall be alterable only by agreement, or by the employer giving the employees at least seven days' notice of the alteration.

Shift Workers.

(i) The ordinary hours of a shift shall be eight, inclusive of 20 minutes for a meal break.

(ii) Shift workers whilst on afternoon or night shift shall be paid ten per cent more than ordinary rates for such shifts. Provided that an employee who is specifically required by his employer to work on a night shift which does not rotate with some other shift or with day work so as to give him at least one quarter of his working time off night shift, shall be paid at the rate of time and a quarter for the ordinary working hours on such night shifts. Where it is mutually agreed between employer and employees to commence work earlier than midnight, as starting time for the night shift, work done between such commencing time and midnight shall be regarded as work done on the following day, and shall be paid for at the rate applying to that day's work.

(iii) Shift rosters shall specify the commencing and finishing times of the ordinary working hours of the respective shifts. These times once having been determined may be varied by agreement between the employer and the majority of the men concerned or failing agreement, by seven days' notice given by the employer to the men concerned.

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

"Night shift" means any shift finishing after midnight and at or before 9 a.m.

OVERTIME.

4. Time and a half for the first four hours and double time thereafter shall be paid for all work done :—

(*a*) outside the usual starting and finishing times;

(*b*) within the usual starting and finishing times and in excess of 8 hours per day. Provided that where an employee is late for work he shall not be entitled to be paid at overtime rates until he has worked 8 hours for that day.

WEEKLY EMPLOYMENT.

5. (*a*) 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 employee 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 usefully be employed because of any strike or through any breakdown in machinery or any stoppage of work by any cause for which the employer cannot reasonably be held responsible.

EMPLOYMENT FOR LESS THAN A FULL WEEK.

6. Employees who work during any week for less than 40 hours shall be paid for the first 20 hours at the rate of time and a quarter and for all time thereafter ordinary time up to but not exceeding the ordinary wages rate for an ordinary week's work. Provided that an employee shall be paid only for the time actually worked in any week the ordinary rate of wages where—

(*a*) he voluntarily terminates his employment,

(*b*) he is dismissed for misconduct or neglect of duty,

(*c*) he voluntarily absents himself for any part of such week,

(*d*) he attends but is not capable of satisfactorily carrying out his duties,

(*e*) he commences, what is intended to be continuous employment, after the beginning of the normal working week.

This clause shall not apply in the case of a shiftworker who, subject to clause 4, is paid three weeks' wages in respect of three consecutive weeks' work; nor in the event of any breakdown of machinery or plant which prevents the continuation of production.

HOLIDAYS.

7. All employees shall be entitled to the holidays hereinafter mentioned without any deduction from the weekly rate of pay viz. :—New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, 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 above-named holidays then this condition shall apply only for the day so substituted.

This shall not affect the right of an employer to require any employee to work on any such day (except Anzac Day) provided that such employee is paid the extra rates as set out in clause 8; an employee who, without permission from the employer, is absent on the working day immediately preceding such holiday or who likewise fails to resume work on the working day immediately following such holiday shall not be entitled to such payment.

SPECIAL RATE FOR SUNDAYS AND HOLIDAYS.

8. Double time shall be the special rate for all work done on Sunday, New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Labour 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 above-named holidays then the special rate shall be payable only for the day so substituted.

ANNUAL HOLIDAY.

9. The annual holiday shall be as prescribed by the provisions of the *Labour and Industry Act* 1953, and any amendments which may be made thereto from time to time.

MEAL ALLOWANCE.

10. A meal allowance of 3s. 6d. shall be paid to an employee in respect of any day on which he is required to work for a period of not less than two hours after the usual finishing time, unless he is notified by the employer on the previous day that he will be required to work such extra time.

SICK LEAVE.

11. (*a*) Where an employee has been in the service of an employer for a period of not less than three months, and is disabled by personal ill health, proof of which sickness is given to the employer by the production of a certificate from a legally qualified Medical Practitioner, statutory declaration, or other satisfactory evidence, within 48 hours of the employee's consequential absence, he shall, on account thereof, be entitled without deduction of pay at ordinary rates to absent himself from work for a period not exceeding in the aggregate 40 hours of working time in any year of employment in the industry.

(*b*) Notwithstanding anything contained in sub-clause (*a*) hereof, if the full period of sick leave as prescribed herein 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.

(*c*) For the purpose of this clause the year shall be deemed to commence on July 1st, (beginning on July 1st, 1946) and to end on the next following June 30th, and for the purpose of sub-clause (*b*) hereof service prior to 1st July, 1946, shall be disregarded.

PERIODICAL ADJUSTMENT OF WAGES.

12. The wages rates for adults set out in clause 2 are based upon the following basic wage, and, pursuant to the provisions of section 33 of the *Labour and Industry Act* 1953, the Board hereby determines that such rates shall be automatically adjusted by the same amount and at the same time as such basic wage as prescribed by clause 13.

BASIC WAGE.

Place.	Basic Wage (Adjustable).	Index Number Set Assigned.
	£ s. d.	
Throughout the State	11 14 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

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

(*b*) Until the beginning of the first pay period to commence in February, 1955, the amount of the basic wage shall be as prescribed in clause 12.

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

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

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

J. W. RYAN, Secretary.

Melbourne, 18th October, 1954.

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

VICTORIA

GOVERNMENT GAZETTE

Published by Authority.

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

No. 1167] FRIDAY, DECEMBER 24. [1954

Labour and Industry Act 1953.

DETERMINATION OF THE SEWER BUILDERS BOARD.

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

(*b*) On the 13th September, 1927, the powers of the Board were extended to enable it to fix the lowest prices or rates which may be paid to any person or persons or classes of persons employed as labourers in connexion with the construction of main storm water drains, whether open or closed, with a capacity not less than that of a circular drain of a diameter of 2 feet 6 inches.

IN accordance with the provisions of the *Labour and Industry Act* 1953, the Wages Board appointed to "determine the lowest prices or rates which may be paid to any persons employed as Labourers in connexion with the construction of sewers" has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence in November, 1954, the last previous Determination of this Board shall be revoked and replaced by this Determination.

WAGES.

2. NOTE.—Additional rates are provided for persons employed by Contractors. See clause 5.

(*a*)

Apprentices or Improvers.			*Juveniles.*		
Wages. Per Week of 40 Hours.			Wages. Per Week of 40 Hours.		
	Percentage of Basic Wage.	*s. d.*		Percentage of Basic Wage.	*s. d.*
1st year 2nd year 3rd year	75	175 6	Persons under 19 years of age (other than apprentices or improvers) employed—(*a*) carrying tools; (*b*) as toolsmith's assistant	80	187 0

PROPORTION.

Apprentices.

One apprentice to every three or fraction of three employees receiving not less than the rate fixed in this Determination for an employee "not elsewhere classified".

Improvers.

One improver to every fifty or fraction of fifty employees receiving not less than the rate fixed in this Determination for an employee "not elsewhere classified".

No. 1167.—11668/54.—PRICE 6D.

All Other Employees.

(*b*) (i) Day shift:—

—	Wages Per Week of 40 Hours. £	s.	d.
Borer, leading (i.e., employee in charge of borers testing the ground)	13	11	6
Borer testing ground	13	4	0
Cement gun nozzle operator	13	14	0
Concrete floater	13	11	6
Concrete gauger, mixer, or handler	13	4	0
Concrete mixer-driver doing repairs	13	16	6
Concrete mixer-driver not doing repairs	13	11	6
Concrete patcher	13	11	6
Compressor employee in charge doing repairs	13	16	6
Compressor employee in charge not doing repairs	13	9	0
Foreman's assistant	13	4	0
Hammer and drill hand	13	9	0
Jumperman	13	4	0
Leading hand in charge of six to ten other employees	13	19	0
Leading hand in charge of more than ten other employees	14	3	0
Machine borer	13	16	6
Manhole builder	13	19	0
Manhole sinker using pneumatic pick	13	16	6
Manhole sinker (any shape)	13	14	0
Leading pipe layer and/or leading jointer	13	16	6
Pipe layer and/or jointer	13	14	0
Pitcher setter	13	9	0
Ploughman	13	9	0
Ploughman's assistant	12	19	0
Pneumatic pick or scabbler or vibrator user	13	14	0
Powder monkey	13	19	0
Pump employee in charge of pump pumping water and doing repairs	12	19	0
Reinforcement placer or wirer	13	4	0
Renderer in open drains	14	4	0
Renderer in pipes, tunnels, or covered drains	14	16	6
Rigger's assistant, vent erecting	13	9	0
Rigger in charge, vent erecting or dismantling	13	19	0
Scoop filler	13	4	0
Sinker—with less than three months' experience	13	4	0
Sinker (other than manhole sinker) with three months' experience or over	13	9	0
Slurry refiller	12	19	0
Timber drawer in drives or working below 12 feet in shafts	13	9	0
Timber cutter, preparer or measurer	13	9	0
Timberman, timbering in trenches immediately behind power excavator	13	19	0
Toolsmith	13	11	6
Topman	12	19	0
Trimmer, leading (i.e., an employee in charge of trimmers)	13	14	0
Trimmer, other than leading trimmer	13	11	6
Tunneller including an employee excavating in drives	13	9	0
Vent erector or dismantler	13	4	0
Windlass hand, working alone on tripod windlass	13	4	0
Windlass hand—other	12	19	0
Employee not elsewhere classified	12	19	0

(ii) afternoon and night shift.

The wages rates provided in clause 2 (*b*) (i) plus an additional 5s. per shift.

Excess Fares and Travelling Time Allowance.

3. (*a*) *Metropolitan.*—The following payments shall be made in lieu of fares and travelling time when the place of work is within the radii named from the G.P.O., at the corner of Bourke and Elizabeth-streets, Melbourne:—

Up to and including 12 miles .. 3s. per day.
Over 12 miles and including 20 miles .. 3s. 9d. per day.
Over 20 miles and including 30 miles .. 4s. 6d. per day.

These allowances shall not be payable if the employer provides or offers to provide transport free of charge, in which case 2s. per day travelling allowance shall be paid.

(*b*) *Country.*—On country work where camping facilities are not provided and travel cannot be made by a public conveyance, an employee required to travel to and/or from the place of work shall, unless a conveyance be provided by the employer (free of charge), be paid allowances in accordances with the following scale:—

Two miles each way but not more than 5 miles each way .. 1s. 6d. per day.
Over 5 miles each way .. 3s. per day.

(*c*) *Employees of Provincial Sewerage Authorities.*—Where the workman is compelled to travel to or from his work in excess of two miles from the centre of the municipality, he shall be paid ordinary rates for the time so spent in travelling, provided always that the parties may agree to starting points other than the centre of the municipality.

Provided further that where more than one starting point is fixed, each employee shall be attached to one starting point only, provided that such employee may be transferred to another starting point at any time by agreement.

When an employee travels to and from his home by vehicle drawn by a heavy dray horse, the time allowed for travelling shall be computed at the rate of four miles per hour. When an employee travels on a bicycle, or by a light horse, or by a vehicle drawn by a light horse, the time allowed for travelling shall be computed at the rate of eight miles per hour.

Should an employee have to walk to and from his work, the time allowed for travelling shall be computed at the rate of three miles per hour.

Where an employee is sent from one place to another and cannot reasonably return to his home each night, he shall be paid an allowance of 10s. per day or part thereof for the first five days and 45s. per week thereafter, except where board and lodging are provided by the employer.

Additional Allowances.

4. (*a*) *Depth Allowance.*—Any person classified as an apprentice, improver, juvenile worker, topman, or an employee not elsewhere classified working at a depth of 8 feet or more, and any other employee working at a depth of 12 feet or more shall be paid an additional 3d. per hour.

(*b*) *Compressed Air Work.*—An employee working in an airlock or compressed air up to 20 lbs. per square inch pressure, 3s. per eight hour shift. The working hours and conditions shall be those prescribed by the Standards Association Code for work in compressed air.

(*c*) *Plan Allowance.*—An employee, engaged on work for which he is supplied with a plan, shall be paid an additional 2s. 6d. per day.

(*d*) *Special Trimmer.*—A trimmer engaged in trimming an excavation where concrete is to be placed directly against the bottom, sides, or roof of the excavation or user of pneumatic pick while engaged in trimming—1s. per day.

(*e*) *Wet Pay.*—An employee who is required to work in any excavation in which water, other than rain, is continually falling or dripping from overhead or from the sides of the excavation to such an extent that the employee's clothing is wetted, or any employee who, during the normal course of his work in any excavation, is required to stand in water exceeding 2 inches in depth, shall be paid an additional 3s. per day or portion of a day.

Where in the opinion of the supervising officer conditions are exceptionally wet payment of 6s. per day shall be made.

The payment of either of these allowances shall relieve an employer from any liability to supply such an employee with rubber boots.

(*f*) *Work in Rain.*—An employee required to work in heavy rain, 6s. per day. (Rain shall be deemed to be heavy when, if the employee works therein as required, his clothing shall become saturated.)

The payment of this allowance shall relieve an employer from any liability to supply such an employee with rubber boots.

(*g*) *Slurry Refiller.*—A slurry refiller when so engaged shall not be entitled to wet pay but shall receive an additiona 3s. per day or portion of a day.

(*h*) An employee on live sewer work, as defined shall be paid an additional 9d. per hour.

(*i*) *Bicycle Allowance*—An employee required to use his bicycle in the course of his duties shall be paid an allowance of 1/- for each day or part thereof on which he is required to use such bicycle.

(*j*) Any sinker required to timber any shaft, drive or trench (other than one working under direct supervision) shall be paid an allowance of 1s. per day or part thereof.

CONTRACTORS' EMPLOYEES.

5. *Allowance in lieu of Payment for Holidays.*—Persons employed by Contractors shall be paid the following amounts in addition to the rates set out in clause 2 in lieu of holidays set forth in clause 9.

Apprentices or Improvers	7s. 4d. per week.
Juvenile Workers	7s. 10d. per week.
All other Employees	15s. 3d. per week

WORKING HOURS.

6. (*a*) Except as in this Determination otherwise provided, the ordinary weekly total hours of work shall not exceed 40 per week, and shall be worked 8 hours per day continuously, except for meal breaks, Monday to Friday inclusive between the hours of 7 a.m. and 5.30 p.m. Provided, however, the spread of hours herein prescribed shall not apply to men employed on shift work.

(*b*) Where special circumstances exist and a majority of employees desire to work longer hours on any day they may, subject to the consent of the employer and the consent of the union secretary, be permitted to do so without payment of any penalty rate provided the longer hours so worked on any one day do not exceed two (2) and the prescribed working week of 40 hours is not exceeded.

SHIFTS.

7. The employer may require employees to work such ordinary weekly total on a shift or relay being one of either two or three shifts or relays worked in the 24 hours, but only subject to the following conditions :—

(*a*) Each shift shall be worked in one period with no break except for recognized meal or smoke oh intervals.

(*b*) In each shift during which the employee does not receive the same amount of time for a meal interval as that which day workers receive under this Determination he shall be allowed twenty minutes crib time, to be paid for as ordinary working time.

(*c*) For work done at any time during a shift, which shift comprises within its period any time falling within the time beginning at 7 p.m. and ending at the next following 6 a.m., the ordinary rate of pay shall be increased by ten per cent.

(*d*) Where practicable, shifts shall be changed in rotation each week.

(*e*) "A shift worker who during a period of engagement on shift works on night shift and without some regular weekly rotation with some other shift, or with day work, shall be paid at the rate of time and a quarter for all time worked during ordinary working hours for such shift, provided such shift continues for not less than five successive nights."

(*f*) "Shift workers for all time worked in excess of or outside the ordinary working hours prescribed by this Determination for shift work, shall be paid at the rate of double time."

OVERTIME.

8. (*a*) Except as in this Determination otherwise provided, all time worked in excess of or outside the ordinary hours of work shall be paid at one and a half times the ordinary prescribed rate for the first two hours and at double the ordinary prescribed rate for all time thereafter. In computing overtime each day's work shall stand alone.

(*b*) An employee recalled to work after the expiration of his customary working time for the day, and after he has left work for the day, or called out to work on a Saturday, shall be paid for a minimum of three hours' work at one and a half times the ordinary prescribed rate for each time he is so recalled.

Provided that the employee, if required to work for two hours or more, shall be paid for a minimum of three hours' work calculated at one and a half times the ordinary prescribed rate for two hours and at double the ordinary prescribed rate for one hour.

(*c*) For the purpose of computation of overtime under this clause, a day shall mean all the time between the normal commencing time of one day and the normal commencing time of the next succeeding day, but a Saturday shall mean all the time between midnight Friday and midnight Saturday, and a Sunday shall mean all the time between midnight Saturday and midnight Sunday.

PAYMENT FOR HOLIDAYS.

9. All employees other than those employed by Contractors shall be entitled to the following holidays without deduction of pay :—New Year's Day, Australia Day, Labour Day, Good Friday, Easter Saturday, Easter Monday, Queen's Birthday, Melbourne Cup Day, Christmas Day, Boxing Day, and Anzac Day. If any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays this condition shall only apply to the day so substituted.

Provided that for employees employed at work beyond a radius of 25 miles of the General Post Office, Melbourne, another day may, by agreement between the employer and the Union, be substituted for Melbourne Cup Day.

Should the 25th December in any year occur on a Saturday or a Sunday the following Monday and Tuesday shall for the purposes of this Determination be deemed to be Christmas Day and Boxing Day respectively. Likewise should the 1st January in any year occur on a Saturday or a Sunday the following Monday shall be deemed to be New Year's Day.

SPECIAL RATES.

10. An employee required to work on Sunday or on any holiday prescribed in clause 9 or on any day by Act of Parliament or Proclamation substituted for such holiday shall be paid at double the ordinary prescribed rate. In the latter case the payment of double the ordinary rates shall apply to the substituted day only.

ANNUAL HOLIDAY.

11. The annual holiday shall be as prescribed by the provisions of the *Labour and Industry Act* 1953, and any amendments which may be made thereto from time to time.

SICK PAY.

12. After one month's continuous service an employee who is absent from work on account of personal illness or injury by accident for which he is not entitled to workers' compensation shall, on production within twenty-four hours of evidence of his illness or injury satisfactory to his employer, be entitled to leave of absence on the prescribed rate of pay for a period of one week of working time in any one year. Such sick leave shall be cumulative.

PAYMENT OF WAGES.

13. All employees shall be paid weekly.

MEAL ALLOWANCE.

14. An employee required to work overtime for two hours or more without being notified the day before that he will be so required to work, shall either be supplied with a meal by the employer or paid 4s., or if the work extends into a second meal hour, he shall be paid an additional 2s. 8d. for a subsequent meal, but such payment need not be made to employees living in the same locality as the job who can reasonably return home for meals.

MINIMUM PAYMENT.

15. An employee who starts work on a Sunday or Holiday shall be entitled to a minimum payment of three hours at double time. Provided that an employee who presents himself for work when directed on a Sunday or Holiday, and who is unable to commence work for reasons set out in clause 17, shall be entitled to a minimum payment of three hours at one and a half times the ordinary rate.

MIXED FUNCTIONS.

16. (*a*) With the exception of live sewer work, an employee engaged for more than two hours in any one day on duties carrying a higher rate than his ordinary classification shall be paid the higher rate for the whole of such day. If he works for two hours or less in such higher classification he shall be paid at the higher rate for the time so worked.

(*b*) Live sewer work shall be paid for at the live sewer rate with a minimum payment of two hours at the live sewer rate.

(*c*) In the event of live sewer work being of an unusually offensive nature, the effects of which are experienced by the employee after such live sewer work has ceased, such an employee shall be paid at the live sewer rate from the time the work is commenced until the completion of the day's work.

(*d*) The decision as to the operation of sub-clause (*c*) above shall be made by the Inspector or other person in charge of the job, if necessary, after consultation with the Union representative on the job.

EMPLOYEE PRESENTING HIMSELF FOR WORK.

17. An employee who presents himself for work at the usual starting time on any day from Monday to Friday inclusive, and who is unable to commence work on that day for any of the following reasons, namely, wet weather, waiting until shafts or trenches are bailed out, shortage of material or any other reasons over which the employer has no control, shall be paid :—

(*a*) A full day's pay if such employee holds himself in readiness for the whole working day or if he leaves with the consent of the employer before the end of the working day.

(*b*) The actual time for which such employee holds himself in readiness if he leaves without the consent of the employer before the end of the working day. Provided that an employee shall not be entitled to payment as aforesaid unless he attends and remains at his place of employment and is available and willing to perform under cover, when requested to do so, such other duties as may be allotted to him.

EMPLOYEE ON JUMP UPS.

18. (*a*) An employee working on jump ups shall be supplied with assistance.

(*b*) An employee working on a House Branch Sewer for which a separate plan has been issued shall when the excavation reaches a depth of six feet or more be provided with assistance.

CHANGE HOUSE.

19. (*a*) Where two men are employed the employer shall provide canvas shelter covers.

(*b*) Where three or more men are employed, the employer shall provide a sufficiently roomy and enclosed roofed structure with floor boards for the use of employees, and where necessary, suitable separate facilities for drying clothes.

FIRST-AID OUTFIT.

20. A first-aid outfit shall be provided on all jobs by the employer.

SANITARY ACCOMMODATION.

21. The employer shall satisfy himself that reasonable sanitary facilities are available on all jobs and where necessary make provision for such facilities.

PROVISION OF STAGE OR WINDLASS.

22. An employee engaged on shaft sinking shall be provided with a stage or windlass at a suitable depth having regard to the nature of the ground. The determination of a suitable depth for the provision of such stage or windlass shall be made by the Inspector or other person in charge of the job, if necessary, after consultation with the Union representative on the job.

SHEETING SHAFTS.

23. All shafts sunk in sandy country to a greater depth than 8 feet shall be sheeted.

TOOLS.

24. The employer shall supply all tools necessary, which the employee shall return in good condition (fair wear and tear excepted).

SUPPLY OF FIREWOOD.

25. The employer shall provide, free of cost, an adequate supply of firewood on all jobs.

REST PERIODS.

26. Two rest periods, each of seven and a half minutes duration, shall be granted each day without deduction of pay at times convenient to the employer's representative in charge of the work.

DRY BORING.

27 No employee shall do dry boring work with a pneumatic rock drilling machine.

DEFINITIONS.

28. (*a*) *Live Sewer Work.*—Live sewer work is work carried out in situations where there is direct aerial connexion with a sewer through which sewage is flowing. Where aerial connexion with such sewer is blocked by a disc, plug, water seal, or other means, the live sewer rate shall not apply.

(*b*) *Slurry Refiller.*—A slurry refiller is an employee who by means of hand tools mixes soil with water to a suitable consistency and/or shovels the resultant mixture into an excavation.

(*c*) *Renderer.*—A renderer is an employee who applies by hand a continuous coat of cement mortar to a brick, masonry, or set concrete surface, and finishes it to a true and smooth surface by means of a trowel or float.

(*d*) *Trimmer.*—A trimmer is an employee who, after the bulk of the material to be excavated has been removed, trims the balance of the excavation to the correct line, grade, or cross section.

PERIODICAL ADJUSTMENT OF WAGES.

29. The wages rates for other employees set out in clause 2 are based upon the following basic wage, and, pursuant to the provisions of section 33 of the *Labour and Industry Act* 1953, the Board hereby determines that such rates shall be automatically adjusted by the same amount and at the same time as such basic wage as prescribed by clause 30.

Basic Wage.

Place.	Basic Wage (Adjustable).	Index Number Set Assigned.
	£ s. d.	
Throughout the State of Victoria	11 14 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

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

(*b*) Until the beginning of the first pay period to commence in February, 1955, the amount of the basic wage shall be as prescribed in clause 29.

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

(*d*) The wages of apprentices or improvers and juveniles 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.

MARGINAL RATES.

31. In addition to the basic wage provided in clause 29 the margins set out in this clause shall be the minimum rate payable to employees therein provided:—

Classification.	Margins Per Week.
	£ s. d.
Borer, leading (i.e., employee in charge of borers testing the ground)	1 17 6
Borer testing ground	1 10 0
Cement gun nozzle operator	2 0 0
Concrete floater	1 17 6
Concrete gauger, mixer or handler	1 10 0
Concrete mixer-driver doing repairs	2 2 6
Concrete mixer-driver not doing repairs	1 17 6
Concrete patcher	1 17 6
Compressor employee in charge doing repairs	2 2 6
Compressor employee in charge not doing repairs	1 15 0
Foreman's assistant	1 10 0
Hammer and drill hand	1 15 0
Jumperman	1 10 0
Leading hand in charge of six to ten other employees	2 5 0
Leading hand in charge of more than ten other employees	2 10 0
Machine borer	2 2 6
Manhole builder	2 5 0
Manhole sinker using pneumatic pick	2 2 6
Manhole sinker (any shape)	2 0 0
Leading pipe layer and/or leading jointer	2 2 6
Pipe layer and/or jointer	2 0 0
Pitcher setter	1 15 0
Ploughman	1 15 0
Ploughman's assistant	1 5 0
Pneumatic pick or scabbler or vibrator user	2 0 0
Powder monkey	2 5 0
Pump employee in charge of pump pumping water and doing repairs	1 15 0
Reinforcement placer or wirer	1 10 0
Renderer in open drains	2 10 0
Renderer in pipes, tunnels, or covered drains	3 2 6
Rigger's assistant, vent erecting	1 15 0
Rigger in charge, vent erecting or dismantling	2 5 0
Scoop filler	1 10 0
Sinker—with less than three months' experience	1 10 0
Sinker (other than manhole sinker) with three months' experience or over	1 15 0
Slurry refiller	1 5 0
Timber drawer in drives or working below 12 feet in shafts	1 15 0
Timber cutter, preparer or measurer	1 15 0
Timberman, timbering in trenches immediately behind power excavator	2 5 0
Toolsmith	1 17 6
Topman	1 5 0
Trimmer, leading (i.e., an employee in charge of trimmers)	2 0 0
Trimmer, other than leading trimmer	1 17 6
Tunneller including an employee excavating in drives	1 15 0
Vent erector or dismantler	1 10 0
Windlass hand, working alone on tripod windlass	1 10 0
Windlass hand, other	1 5 0
Employee not elsewhere classified	1 5 0

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

J. W. RYAN, Secretary.

Melbourne, 22nd October, 1954.

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

VICTORIA

GOVERNMENT GAZETTE.

Published by Authority.

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

No. 1168] FRIDAY, DECEMBER 24. [1954

Labour and Industry Act 1953.

DETERMINATION OF THE UNDERTAKERS BOARD.

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

IN accordance with the provisions of the *Labour and Industry Act* 1953, the Wages Board which, now has the power to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons wheresoever employed in the business or occupation of an undertaker, or maker of coffins," has made the following Determination, viz.:—

1. That as from the beginning of the first pay period to commence in November, 1954, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2. WAGES PER WEEK OF 40 HOURS.*

Apprentices.			Improvers.			Other Employees.	Within the Metropolitan District.	Outside the Metropolitan District.
WAGES.			WAGES.			WAGES.		
—	Percentage of Basic Wage.	—	Age.	Percentage of Basic Wage.	—		s. d.	s. d.
		s. d.			s. d.	Workers engaged in making coffins of wrought timber for either polishing or varnishing ..	294 6	291 6
1st year ..	39	91 6	Under 18..	58	135 6	Workers engaged in making other coffins, trimming or polishing coffins, or conducting funerals	281 6	278 6
2nd " ..	54	126 6	18 ..	77	180 0	Chauffeurs who make adjustments and attend to actual running repairs to motor hearses, coaches, or wagons	281 0	278 0
3rd " ..	68	159 0	19 ..	99	231 6	Other chauffeurs who drive and may be required to change tyres, oil, and/or plugs, or grease, clean, and/or polish a motor vehicle ..	271 0	268 0
4th " ..	90	210 6	20 ..	100 + 25/6	259 6	All others	271 0	268 0
5th " ..	100 + 17/6	251 6						
PROPORTION (within any factory or place).			PROPORTION (within any factory or place).			Provided that employees who live at either principal or branch establishments shall receive 20s. per week extra and shall be charged not more than a weekly rental of 1s.		
One apprentice to every two or fraction of two workers receiving not less than 268s. per week. An amended indenture of apprenticeship prescribed by the Board was approved on 9th November, 1915.			One improver to every seven or fraction of seven employees receiving not less than 268s. per week.					

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

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

TIMES OF BEGINNING AND ENDING WORK.

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

No. 1168.—11717/54.—PRICE 6D.

WEEK-END BURIAL OR CREMATION.

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

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

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

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

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

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

OVERTIME.

5. Outside the hours fixed as the times of beginning and ending work .. .. } Time and a half.
Within the hours so fixed in excess of the number of hours as fixed for a week's work }

Provided that any employee required to do any removal work occupying any time between midnight and 6 a.m. on any day shall be paid a minimum of £1 5s. for each occasion he is so required to work.

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

TERMS OF ENGAGEMENT.

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

CASUAL LABOUR.

7. Casual employees, i.e., persons who are employed during any week for not more than one-half the maximum number of hours fixed in this Determination as a week's work, shall be paid at the rate of time and a quarter, with a minimum of one pound per day.

ANNUAL HOLIDAY.

8. The annual holiday shall be as prescribed by the provisions of the *Labour and Industry Act* 1953, and any amendments which may be made thereto from time to time.

PAYMENT OF WAGES.

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

ALLOWANCES.

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

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

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

HOLIDAYS.

11. All employees shall be entitled to the following holidays without deduction of pay:—New Year's Day, Australia Day, Good Friday, Easter Monday, Anzac Day, Labour Day, Queen's Birthday, Christmas Day, and Boxing Day, and,

(i) within the Metropolitan District as defined in the *Labour and Industry Act* 1953—Melbourne Cup Day and Show Day;

(ii) outside the said Metropolitan District—Melbourne Cup Day and Show Day or in lieu of such days, holidays to be mutually agreed upon between any employer and a majority of his employees:

but if any other day be by Act of Parliament or Proclamation substituted for any of the abovenamed holidays this condition shall only apply for the day so substituted, or should any such holiday occur on a Saturday or a Sunday and a day is not so substituted employees whether called upon to work on such day or not shall be entitled to a holiday in lieu of same on a day to be arranged between the employees and the employer concerned.

SICK LEAVE.

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

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

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

SUNDAY WORK.

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

PICNIC DAY.

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

EXTENDED JOURNEY.

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

TERMINATION OF EMPLOYMENT.

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

SPECIAL RATES.

17. Time and a half, with a minimum payment of 10s., shall be paid for all work done on a Saturday, and double time shall be paid for all work done on Sundays, New Year's Day, Australia Day, Picnic Day, Labour Day, Good Friday, Easter Monday, Anzac Day, Queen's Birthday, Christmas Day, Boxing Day, and,

(i) within the Metropolitan District as defined in the *Labour and Industry Act* 1953—Melbourne Cup Day and Show Day;

(ii) outside the said Metropolitan District—Melbourne Cup Day and Show Day or in lieu of such days, holidays to be mutually agreed upon between any employer and a majority of his employees;

but if any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays the special rate shall only be payable for work done on the day so substituted.

17A. Notwithstanding anything contained in clause 11 and 17 hereof, Saturday the 25th December, 1954, shall, for the purposes of those clauses be Christmas Day and the provisions as regards the substitution by Proclamation of another holiday in lieu of such Saturday shall not apply.

Tuesday the 28th December, 1954, shall be a working day, but work done on such day shall be paid for at the rate of double time.

PROVISION FOR PROTECTIVE CLOTHING.

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

STANDING BY TIME.

19. An employee called upon to stand by, that is, to hold himself available if wanted, shall be paid the following rates:—

(*a*) Between the hours of 5.30 p.m. and midnight (Monday to Friday)—3s. per night;

(*b*) Between 1 p.m. on Saturday, and 6 a.m. on the following Monday, 6d. per hour for each hour he is so required to stand by;

(*c*) The allowances prescribed in sub-clauses (*a*) and (*b*) hereof shall be in addition to appropriate payments for any work done during the hours therein mentioned;

(*d*) Notwithstanding anything contained in sub-clauses (*a*) or (*b*) hereof, an employee required to stand by at an employer's place of business shall be entitled to be paid at the rate prescribed for a chauffeur who makes adjustments and attends to actual running repairs to motor hearses, coaches, or wagons for all time he is so required to stand by.

EXHUMATIONS.

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

PIECEWORK.

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

SCHEDULE.

All Inside Measurements (Head to Heel).	If made Throughout by Hand—			If made with the Aid of Machinery Actually Installed on Employer's Premises, and Driven by Steam, Gas, Oil, Water, or Electric Power—		
	Not Exceeding 20 Inches Wide.	Over 20 Inches, but not Exceeding 22 Inches Wide.	Exceeding 22 Inches Wide.	Not Exceeding 20 Inches Wide.	Over 20 Inches, but not Exceeding 22 Inches Wide.	Exceeding 22 Inches Wide.
	Each.	Each.	Each.	Each.	Each.	Each.
	s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
Best oak, maple, myrtle, or other wrought hardwood coffins, over 4 ft. 9 in. long	105 8	112 2	118 6	92 4	99 6	107 6
Plain oak, maple, myrtle, or other wrought hardwood coffins, over 4ft. 9 in. long (with or without a plinth) ..	94 6	101 5	107 9	83 3	89 5	96 0
Kauri, cedar, white pine, or other wrought soft-wood coffins, best, over 4 ft. 9 in. long	79 6	82 5	88 8	69 10	74 2	78 0
Kauri, cedar, white pine, or other wrought soft-wood coffins, plain, with or without a plinth, over 4 ft. 9 in. long ..	63 9	68 6	74 1	56 8	61 1	67 11
Common coffins, over 4 ft. 9 in. long	14 3	15 11	17 10	12 5	14 0	15 11
Common coffins, over 4 ft. 9 in. long, over 1 inch in thickness	15 11	17 10	19 11	14 0	15 11	17 10
	s. d.			s. d.		
Oak, maple, myrtle, or other wrought hardwood coffins, up to 4 ft. 9 in. long	58 11 each			49 11 each		
Kauri, cedar, white pine, or other wrought soft-wood coffins, up to 4 ft. 9 in. long	48 5 „			38 11 „		
Common coffins, up to 2 feet long	63 9 per dozen			49 3 per dozen		
Common coffins, over 2 feet and up to 3 feet long ..	86 0 „			68 7 „		
Common coffins, over 3 feet and up to 4 ft. 9 in. long ..	116 7 „			91 8 „		
Inside shells for lead coffins	42 6 each			28 7 each		
Cover lids, up to 2 feet wide	59 1 per dozen			40 1 per dozen		
Cover lids, over 2 feet wide	64 6 „			63 8 „		
				s. d.		
Extra for common coffins or coverlids if glued				3 6 each		
Extra for lids made with two or three decks				22 6 „		

DEFINITION.

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

PERIODICAL ADJUSTMENT OF WAGES.

23. The wages rates for adult males set out in clause 2 are based upon the following basic wage and, pursuant to the provisions of section 33 of the *Labour and Industry Act* 1953, this Board hereby determines that such rates shall be automatically adjusted as prescribed in clause 24. Provided that piecework prices shall be adjusted proportionately to adjustments of the basic wage such adjustments to be to the nearest 1d.

Basic Wage.

Place.	Basic Wage (Adjustable).	Index Number Set Assigned.
	£ s. d.	
Throughout the State	11 14 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

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

(*b*) Until the beginning of the first pay period to commence in February, 1955, the amount of the Basic Wage shall be as prescribed in clause 23.

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

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

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

J. W. RYAN, Secretary.

Melbourne, 19th October, 1954.

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