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GOVERNMENT GAZETTE.

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[1955

*Labour and Industry Act 1953.*

DETERMINATION OF THE LIFT 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 appointed to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the process, trade, business, or occupation of a lift attendant" has made the following Determination, namely:—

1. That as from the beginning of the first pay period to commence on or after the 27th June, 1955, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

## EMPLOYEES.

	Weekly Wage. s. d.	Note.
Senior lift attendant (male or female), i.e., a person who directs passengers to and/or controls the departure of three or more lifts .. .. .	289 0	The Board has determined that no apprentices shall be taken to the trade.
Lift attendants (male or female) .. .. .	277 0	

## TERMS OF EMPLOYMENT.

3. Employees (other than casuals) ready, willing and available for work, shall be paid the weekly wage fixed irrespective of the number of hours worked not exceeding 40 hours per week.

## WAGES TO BE PAID IN FULL.

4. An employer shall not make any deduction from wages for meals supplied to lift attendants in hotels, coffee palaces, clubs, restaurants, or hospitals.

## TIMES OF BEGINNING AND ENDING WORK.

5. Time of beginning and ending work for lift attendants, other than those who are employed in lifts in hotels, clubs, coffee palaces, restaurants, or hospitals—

	Time of Beginning.	Time of Ending.
(i) On the day on which the half holiday is observed locally .. .. .	8.15 a.m.	12.45 p.m.
(ii) on the other working days of the week .. .. .	8.15 a.m.	6 p.m.

## OVERTIME.

6. The following rates shall be paid:—

- (1) Lift attendants who are employed in lifts in hotels, clubs, coffee palaces, restaurants, or hospitals—
- (a) For all work done in excess of nine hours on any one day .. .. .
- (b) For all work done in excess of 40 hours in any week .. .. . } Time and a half.

Provided that all time worked after 12.45 p.m. on Saturday shall be paid for at the minimum rate of time and a half.

(2) All other lift attendants—

- (a) Outside the hours fixed as the times of beginning and ending work .. .. .
- (b) Within the hours fixed as the times of beginning and ending work in excess of 40 hours in any week } Time and a half.

## CASUAL ATTENDANTS.

7. Casual attendants, 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 half.

## SPECIAL RATES FOR SUNDAYS AND PUBLIC HOLIDAYS.

8. Lift attendants (including casuals) employed in hotels, clubs, coffee palaces, restaurants, or hospitals shall be paid at the rate of double time for work done Sundays, New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, Queen's Birthday, Melbourne Cup Day (within the Metropolitan District as defined in the *Labour and Industry Act 1953*, and the Orders in Council thereunder), Christmas Day, and Boxing Day; and all other lift attendants (including casuals) shall be paid double time for work done on Sundays, New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, Labour Day, Anzac Day, Queen's Birthday, Melbourne Cup Day (within the Metropolitan District as defined in the *Labour and Industry Act 1953*, and the Orders in Council thereunder), 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, the special rate shall be payable only for the day so substituted.

## TERMINATION OF EMPLOYMENT.

9. One week's notice of termination of employment shall be given by either employer or employee, or one week's pay shall be paid or forfeited, as the case may be, in lieu thereof.  
Provided that an employer may dismiss an employee without notice for malingering, inefficiency, neglect of duty, or misconduct and in such cases wages will be paid up to the time of dismissal only.

## RATIONING OF EMPLOYEES.

10. Where an employer desires to ration his employees he shall give at least three days' notice to each employee of his intention to ration such employee.

## SICK LEAVE.

11. (a) Any employee who, having had at least three months' service with the same employer, is absent from duty as a result of personal ill health or accident shall be entitled to sick pay as follows:—

- (i) During the first year—3½ hours' ordinary pay for each complete month of service.
- (ii) During any subsequent year of service—40 hours' ordinary pay.

Provided that in either case such employee produces or forwards within 48 hours of the commencement of such absence evidence satisfactory to the employer that his or her non-attendance was due to personal ill health or accident necessitating such absence.

(b) If the full period of sick leave as 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 July, 1949, shall be disregarded, providing that any accumulated sick leave (not exceeding 120 hours of working time) standing to the credit of the employee on the 1st July, 1952, shall not be reduced by virtue of the provisions of this sub-clause.

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

## ANNUAL HOLIDAY.

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.

## UNIFORMS AND OVERALLS.

13. (a) Where an employee is required by the employer to wear a uniform, such uniform shall be supplied by the employer and maintained in a clean condition without expense to the employee.

(b) Male operators of goods lifts with not less than two months' service with the same employer shall be supplied with overalls free of cost to the employee.

## MEAL HOUR.

14. (a) Employees in hotels, clubs, coffee palaces, restaurants, or hospitals shall be allowed meal intervals as follows:—

- |   |         |  |
|---|---------|--|
| (i) Day shift employees (i.e. persons employed up to 3 p.m.)        | .. .. . | Not more nor less than one hour between 11 a.m. and 3 p.m.   |
| (ii) Afternoon shift employees (i.e. persons employed after 3 p.m.) | .. .. . | Not more nor less than one hour between 5 p.m. and 9 p.m.  |
| (b) Other employees   | .. .. . | Not more nor less than one hour between 11.45 a.m. and 2.15 p.m. and not more nor less than three-quarters of an hour between 5 p.m. and 7.15 p.m. |

## MEAL MONEY.

15. Any employee (other than one employed in a hotel, club, coffee palace, restaurant, or hospital) required to work beyond one hour after the usual finishing hour of work as prescribed in clause 5 (i) or before the usual commencing hour of work as prescribed in clause 5 (ii) shall be paid not less than five shillings meal money in addition to the overtime rates as prescribed for in this Determination.

## REST PERIOD.

16. Each employee shall be allowed two rest intervals on each day as follows:—(a) The first of ten minutes to be allowed between the time of commencing work and the usual 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.

## CONTINUITY OF WORK.

17. The work of each day shall be continuous with the customary breaks for meals and rest periods as prescribed in clauses 14 and 16.

## PAYMENT FOR HOLIDAYS.

18. All employees not being paid casual rates shall be entitled to the holidays prescribed in clause 8, without deduction of pay.

## ROSTERED DAY OFF.

- 19. (a) An employee required to work on his or her rostered day off shall be paid at the rate of time and a half.
- (b) An employee shall not be required to take his or her rostered day off on a holiday prescribed in clause 8.

## PAYMENT OF WAGES.

20. All payments of wages shall be made not later than the hour of ceasing work on Thursday of each week.

## SEATING FOR ATTENDANT.

21. A suitable seat shall be provided in each passenger lift for the use of the attendant.

## RADIATORS.

22. Radiators shall be installed in all passenger lifts.

## ELECTRIC FANS.

23. Electric fans shall be installed in all passenger lifts where possible.

**ACCOMMODATION AND CHANGE ROOMS.**

- 24. (a) Change rooms and lockers shall be provided for the use of employees.
- (b) Means for obtaining hot water and other suitable facilities shall be provided for employees to have meals.

**RIGHT OF ENTRY OF UNION OFFICIAL.**

25. A duly accredited representative of the Federated Lift Attendants' Union shall have the right to enter the establishment of any employer to which this Determination applies on one day per calendar month for a time not exceeding ten minutes, providing that such official is not interfering with the employee's work or offensive in his methods.

**TIME AND WAGES BOOK.**

26. An employer shall keep time and wages records showing the name of each employee, the hours worked each week and the wages and overtime paid to each employee. Such records shall be open for inspection by the Secretary of the Federated Lift Attendants' Union: Provided that an inspection shall not be demanded unless the Secretary of the Union suspects that a breach of the Determination has been committed.

**PERIODICAL ADJUSTMENT OF WAGES.**

27. The wages rates 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 28.

*Basic Wage.*

Place.	Basic Wage (Adjustable).	Index Number Set Assigned.
	£ s. d.	
Throughout the State .. .. .	11 17 0	Melbourne

**ADJUSTMENT OF BASIC WAGE.**

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

(b) Until the beginning of the first pay period to commence in August, 1955, the amount of the basic wage shall be as prescribed in clause 27.

(c) During each future successive period beginning with the first pay period to commence in an August, a November, a February, or a May, the amount of the basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's "all items" retail price index number by the factor .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.

P. A. RANGLES, J.P., Chairman.  
J. V. WILLOX, Secretary.

Melbourne, 14th June, 1955.

