

*The
Australian Tramway and Motor
Omnibus Employees' Association*



Agreement

**Ballarat, Bendigo
and Geelong**

Geelong

1955

1. **TITLE**

This Award shall be known as the Tramways (State Electricity Commission of Victoria) Award, 1955.

3. **INCIDENCE OF AWARD.**

This Award shall apply to all employees engaged in the Tramway undertakings of the State Electricity Commission of Victoria in callings for which rates of pay are herein prescribed.

4. **PARTIES BOUND.**

This Award shall be binding upon the State Electricity Commission of Victoria (hereinafter referred to as "the Commission") and the Australian Tramway and Motor Omnibus Employees' Association, Victorian Branch, and the Divisions of Ballarat, Bendigo and Geelong (hereinafter referred to as the "Association").

5. **DURATION OF AWARD.**

(a) Such portion of this award relating to marginal rates as set out in sub-clause (b) of clause 7 (except as to payment of overtime and other extra rates) shall come into operation as from the beginning of the first pay period commencing on or after the 12th day of December, 1954; but as to payment of overtime and other extra rates shall come into operation as from the beginning of the first pay period commencing on or after the date of this order. As to all other provisions or conditions, this award shall come into operation as from the beginning of the first pay

Classification	Margins per week
Drivers and Conductors, 1st year of service	26/-
Thereafter	35/-
Motorman-Conductor—One man . .	55/-
Shedman	46/6
Shed Assistant, Leading	32/6
Shed Assistant	26/6
Car Cleaner	19/6
Track Repairer, Leading	39/-
Track Repairer	24/-
Track Cleaner	34/-

8. **ADDITIONAL RATES.**

In addition to the wages prescribed in clause 7 of this award, the following Special Rates and allowances shall be paid to employees:—

- (i) Attending a bitumen boiler 2/- per day extra.
- (ii) Using hot bitumen in the mixing of asphalt 1/- per day extra.

9. **HOURS OF LABOUR.**

(a) Ordinary hours of work for day workers (other than traffic employees) shall be 40 per week, to be worked in five days of not more than eight hours each, between the hours of 7 a.m. and 6 p.m. continuously, except for meal breaks.

(b) Ordinary hours of work for traffic employes, track cleaners, and other employees when required to work on shifts shall be 40 per week, to be worked in five shifts, as provided in clause 10 and other relevant clauses.

10.

SHIFT WORK.

(a) There shall be a roster of shifts which shall provide for rotation unless the majority of employees concerned desire otherwise and the Commission so agrees.

(b) (i) New rosters and substantial alterations to existing rosters shall be posted at least two weeks before they come into operation;

(ii) Provided that notice of temporary re-arrangement of rosters for such occasions as race traffic, sports traffic, holiday traffic, etc., shall where practicable be posted three days before they come into operation;

(iii) Provided further that changes due to emergencies shall not be restricted by the above provision; concerning notice.

(c) Employees shall work such shifts as may be allotted to them. Broken shifts, as defined in sub-clause (k) hereof, shall as far as practicable, be equitably shared by all employees.

(d) Shift workers shall be rostered off on two days in each working week without pay. As far as is practicable, such days shall be consecutive and include alternate Sundays.

(e) Sub-clauses (a), (b) and (d) hereof shall be read and construed as applying to the rosters and not to the individual employees affected thereby.

(f) Wherever practicable, at least two day's notice of cancellation of a rostered day off shall be given. If, in order to meet unexpected emergencies or unforeseen circumstances, the employer is unable to give such notice, he may call on the employees to work without such notice.

(g) Any traffic employee who is required to work on his rostered day off and who is given another day off in lieu in the same week (without pay) shall, if 48 hours' notice is given, be paid at ordinary rate if the day cancelled is a week day, time and a half if a Saturday, double time if a Sunday; if less than 48 hours' notice is given, the rate shall be time and a quarter if the day cancelled be a week day, time and a half if a Saturday, double if a Sunday.

(h) If any employee is required to work on his rostered day off and is not given another day off in lieu, time worked thereon shall stand alone and be paid for at the rate of double time if a Saturday, Sunday or public holiday, or at the rate of time and three-quarters if any other day.

(i) Employees may by arrangement between themselves change shifts or days off subject to the approval of the management, but no overtime or other additional rates shall become payable as a result of such change.

(j) As far as is practicable, employees shall not be called upon to work a new shift until they have had at least ten hours off duty.

(k) A broken shift is a shift where the unpaid break off duty between the first portion of the shift worked and the time worked to complete the shift is not less than $1\frac{1}{2}$ hours.

11.

OVERTIME.

(a) The employer may require any employee to work reasonable overtime at overtime rates, and such employees shall work overtime in accordance with such requirements.

(b) No organisation, party to this award, shall, in any way, directly or indirectly, be a party to or concerned in any ban, limitation or restriction upon the working of overtime in accordance with the requirements of this sub-clause.

(c) For all time worked by employees in excess of 40 hours in any one week or by traffic employees in excess of 8 hours 15 minutes in any one day or by other employees in excess of 8 hours in any one day, overtime shall be paid at the rate of time and a half for the first four hours and double time thereafter.

(d) Payment for overtime shall be calculated upon whatever alternative gives the greater amount.

(e) Where traffic is suspended for any period exceeding 30 minutes by accident, fire or failure of electric supply, or except on holidays, by reason of instructions received from Governmental, Municipal or Police authorities, time for purposes of calculation of over-

(c) Except when the shift does not exceed six hours, an employee shall not be called upon to work for more than 5 hours without a meal relief.

22. ACTING OUT OF GRADE.

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

23. SURPLUSES AND SHORTAGES.

(a) There shall be a fortnightly balance of each conductor's and each one-man car operator's shortages and overs.

(b) After such balance is made, the employer may deduct from the wages of the conductor or one-man car operator the shortage, if any.

(c) After the said balance is made, the surplus, if any, shall be paid to any fund or funds devoted for the benefit of employees as agreed upon by the employer and the Association.

(d) Before any deductions are made for shortages, the employees shall be allowed, if they so desire, to inspect their journals, reports and statements of account, and in every reasonable way to check their returns.

(e) If any employee has reason to believe that an error has been made by the Office

Staff he may, within three days of becoming aware of any deduction, refer the complaint to the local Manager.

24. ANNUAL LEAVE.

Annual Leave shall be in accordance with the provisions of the State Electricity Commission's regulations.

25. SICK LEAVE.

An employee on weekly hiring who is absent from his work on account of personal illness or personal injury not due to his own serious and wilful misconduct shall be entitled to leave of absence without deduction of pay, subject to the following conditions and limitations:—

- (i) He shall not be entitled to paid leave of absence for any period in respect of which he is entitled to Workers' Compensation.
- (ii) He shall within 24 hours of the commencement of such absence inform the employer of his inability to attend for duty and, as far as practicable, state the nature of his injury or illness and the estimated duration of the absence.
- (iii) He shall prove to the satisfaction of the Commission in accordance with its rules that he was unable on account of such illness or injury to attend for duty on the day or days for which sick leave is claimed.
- (iv) He shall not be entitled in any year to leave in excess of the sick leave bene-

fits operative generally for Commission employees from time to time.

26. **FREE TRAVEL.**

All weekly-paid employees covered by this award shall be allowed to travel free on the Commission's Tramways on production of the prescribed pass.

27. **UNIFORMS.**

Motormen and Conductors shall be entitled to an issue of uniforms in accordance with the table set out below. Replacements for all items are in accordance with the minimum wearing period specified.

	Minimum Wearing Time
1 pair Trousers	9 months
1 Tunic	12 months
1 Cap	12 months
1 Overcoat	2 years
2 Khaki Shirts and 4 Collars ..	12 months
1 Green Tie	1 year

28. **TRAINING OF TRAFFIC EMPLOYEES.**

(a) The training of employees for the duties of tram driver shall, for the usual period of training, be carried out in the employers' time.

(b) If any trainee fails to qualify with the usual training he shall not be paid for any further training.

(c) Drivers and conductors when training students shall be paid an extra 1/- per hour.

(d) Student conductors, or new employees training for the position of motorman and/or conductor shall be paid the basic wage during the period of such training.

29. **REPORTS.**

When an employee is instructed to attend at the Depot or Office for other than disciplinary reasons, e.g., to furnish reports, he shall be paid for the time actually occupied at the Depot or Office at ordinary rate.

For each report required by the employer made in his own time to the satisfaction of the employer, each employee shall be paid 1/0d.

UNION NOTICES.

Official notices relating to the business of the Association may be posted on a suitable board at the Depot, but the notice boards and all notices affixed thereto shall be under the control and subject to the approval of the Commission.

31. **PUNISHMENTS.**

(a) No employee shall be dismissed, suspended, fined, degraded or deprived of any privilege without being informed of the reason for such dismissal, suspension, fine, degrading or deprivation. Any employee so charged may be assisted by a local representative of the Association.

(b) All charges made against employees shall, if so desired by the employee, be confirmed in writing and Officers or persons making charges shall, where convenient, personally attend inquiries.

(Signed) E. W. TONKIN,
Conciliation Commissioner.

KENWOOD & DANCY,
GILGON.