

McSwaney E Grip City paid £4-15-10 on July 28<sup>th</sup> 1913 in  
settlement of back wages claimed @ 6<sup>d</sup> per day

Details put away with Records for July 1913

McCloskey J - Grip C. Will - Annual Leave 1913-14 granted from  
29/9/13 on ground of ill health  
See letter of date filed

McTimmie Grip - C. Will - For Annual leave 1913-14 exchanged dates  
with Grip Daly. Allowed by Mr. W.  
See letter 29/1/13 from Mr. Daly filed.

19. Track Repairers and Track Labourers on  
duty between midnight and 7.30 a.m., or on Sunday,  
shall be paid at the rate of time and a half.

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20. Track Oilers on duty between midnight and 7.30 a.m. at their regular work, shall be paid at ordinary rates for such duty, but shall be allowed double the time off duty the next day up to a limit of eight hours, unless by mutual consent, payment at rate of time and a half is made for such duty in lieu of such time allowed off duty.

21. Gripmen and Conductors shall be paid an extra rate of 1 1/2d. per hour when training students.

A man is to be considered a 'Student' until he  
 he has worked by himself as Eng or Cond  
 and earned money in that capacity  
 Of other than a Student is sent to learn a road  
 and takes more than equivalent to a full day  
 work to do so. The man with whom he is  
 placed is to receive pay for all time  
 of a Eng. having as Cond. or vice versa, he is to be  
 considered a 'Student' while learning, not  
 unless until he has worked as such  
 capacity by himself for payment.

Done by J.M. 22/12/13



22. All employees of at least two years' service shall be entitled to ten consecutive days per annum leave of absence on full pay as for nine working days. This provision does not apply to men working at the Repair Shops or Car Factories.

22 - Refer to Chief Insp<sup>ts</sup> Office to ascertain length of service, if necessary.

The nine days payment to be reckoned at the simple regular rate per day or per week by the Schedule for the usual occupation, without allowance for Sunday or overtime work.

Casuals entitled to annual leave to be paid at ~~same~~ rate per week for casuals ~~2/4~~

<sup>per lot</sup>  
2/4 Fixed 23 of 4 of See Notice 2/10 Page 26

Men not taking holidays within the year forfeit all right to them

See Memo to Line Managers dated 19<sup>th</sup> Aug 1913 for full instructions re Annual Holidays

See Memo to L.M. & S. 26<sup>th</sup> Oct 1914 Page 61

Men away with Expeditionary force 1914-15

Allow time to count as service if they were with Coy for six months before they left for this purpose

Not W.D.W. 26.4.15



Ross H & Grip Clifton Will - On 15/9/12 paid sum  
of £2-3-0 being 6<sup>d</sup> per day for work done for  
10/9/12 to 15/11/12 inclusive being amount in  
dispute in question of qualification raised  
by Board of Reference

24. An employee shall perform such work as the Company may from time to time require, but where he is used for mixed functions or for functions other than his usual functions, he shall be treated for the purpose of calculating his pay for the day as if he were employed only to perform such of his functions as carry the highest rate under this Agreement.

24. Employee given full days work at any work other than his own, to be paid at rate fixed for such work

Employee doing other than his own work for only part of the day, shall be paid for ~~whole~~ of work done in that day reckoned ~~at~~ the rate for the kind of work which has the higher rate fixed under the Agreement.

Employee doing a full day at one work and afterwards doing say a few hours at another class of work carrying higher rate not entitled to higher rate for whole of work done in day

Clifton Will 15.9.12

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Conductors <sup>at</sup> ~~Exp.~~ called on to do a day's  
 work only on Holidays as  
 Casual Recruits are to be paid  
 at  $1\frac{1}{2}$  rate for such work.  
 When they are relieving recruits  
 for a longer term they are to be  
 paid only at Ordinary rate  
 for the whole period.

Order 20.8.11.  
 19/8/15  
 in confirmation  
 of previous decision  
 of West 1914

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25. For making any report in writing as to an accident, or making a report as to an incident on a form separate from the day report, the employee shall be entitled to fourpence.

26. An employee attending by instructions at Head Office or elsewhere on the Company's business, or to answer complaints or reports, shall be paid for his time at ordinary rate, except in cases where his attendance is owing to his own misconduct.

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Payments to make up wages of  
Casual men to prescribed average

period ending November

Decision of Board of Reference, November  
That casual men employed irregularly must  
rate of 7/- per day when employed for less  
but if for five or more days the minimum

37. Each casual employee shall receive a minimum wage at the rate of 42s. per week, averaged over each six weeks of his service, or should he be employed for a lesser period than six weeks, then he shall receive a minimum wage at the rate of 42s. per week, or at the rate of 7s. per day, averaged over his period of service.

34. If a man is put off duty by the Coy before a six weeks period is ended he is to be paid at rate of 42/- per week & at rate of 7/- per day for odd days for his period of service.

If a man leaves of his own accord before ending of a six weeks period, he is to get only wages earned and is not entitled to min. payment for such time.

Men promoted to "Regular" before ending of a six weeks period, to have wages earned as Regulars to end of period taken into consideration in computing average wages.

Six weeks periods will run from each time a casual takes up duty after a prolonged absence.

Since 31.5.12

Since 31.5.12

Since 31.5.12

Since 31.5.12

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Payments to make up wages of  
Casual men to prescribed average  
min. for 6 weeks period ending  
20<sup>th</sup> Sept 1912

37. Each casual employee shall receive a minimum wage at the rate of 42s. per week, averaged over each six weeks of his service, or should he be employed for a lesser period he shall

**Decision of Board of Reference, November 1911**

**That casual men employed irregularly must be paid at rate of 7/- per day when employed for less than five days the minimum must be paid if for five or more days the minimum must be paid**

If a man leaves of his own accord before a six weeks period is ended he is to be paid at rate of 42/- per week & at rate of 7/- per day for odd days for his period of service.

If a man leaves of his own accord before ending of a six weeks period, he is to get only wages earned and is not entitled to min. payment for such time.

Men promoted to "Regular" before ending of a six weeks period, to have wages earned as Regulars to end of period taken into consideration in computing average wages.

Six weeks periods will run from each time a casual takes up duty after a prolonged absence.

Notice 1.5.12

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Casual forfeits his right to min. wage if  
 absent thro. sickness or any other  
 cause other than by permission  
 Not available for work when called  
 upon at reasonable notice (2 hours)  
 Suspended from duty for any period  
 for misdemeanor.

Notice 30.8.12

Careful note must always be made of causes  
 preventing a man being available for  
 work, that the week affected may be  
 left out of account when averaging

Notice 30.8.12

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Thompson H. P. Can Clift Hill - Annual Hol 1913-14.  
Injured while on duty - time lost thereby not  
allowed as on service & holidays allowed  
See letter 29-8-13

29. Conductors, before shorts are charged against them, shall be allowed to inspect their trip slips and reports relating to same, and compare them with the statement of total fares registered by the Punch and with any statements of the count of tickets handed in by them. Any Conductor against whom shorts are sought to be debited, shall be allowed to place before the Accountant in person any objection he may have, and if the Accountant persists in making the debit, the Conductor may forthwith bring his objection in writing before the Board of Reference. Any overs caused by clerical errors in a Conductor's report, shall be refunded by the Company.

Wright H. Grip, Clifton Hill. — Mr. Wilcox granted him  
holidays in August 1913 on 7c of wife's illness as  
previous holidays were in January 1913.

Wright A. Grip - Nic St. - Holidays for 1913-14 granted  
in October on special app. to Mr. Wilcox  
Letter on filed 2/10/1913



35. In calculating service under Clauses A 1, 2, and 3 and B 22 hereof, the time of actual service as an extra or casual employee shall be deemed to be service.

36. Track Repairers are defined to be the men who take up and relay or file, fit, or fasten rails, points, crossings, and other iron work of track, or take up and reset paving blocks or setts.

35 - Actual service means the time or periods of time added together during which a man has been attached to any one or more bar Houses and has been generally available for work.

Absences on account of accidents or ordinary sickness up to a limit of one month, or thro being put off duty by the Co. for want of work only, will not break continuity of service.

Dismissal for misdemeanor or by any leaving or resigning from the service of their own wish, or by taking other employment - breaks continuity of service.

Article 31. 5. 12

See also Memo to L. W. G. & S. P. 26th Oct 1914 Page 61.

34- See page 52.

38. Ropemen, Leading, are defined to mean the leading man at Fitzroy and Nicholson Street, and the men at North Melbourne, South Melbourne, Toorak, Carlton, and St. Kilda Power Houses under the present system of working.

