

On Her Majesty's Service

WASC1220

INDUSTRIAL HANDBOOK 1947

AMENDMENT LIST No. 12

1. Para. 44. Wages

Line 2.
Amend " (Branch G.L.5) " to read " (Branch L.1) "
(Corrigendum).

2. Para. 65. Annual Leave

Sub-para. (b), line 4.
Delete " calendar " and after " service "
Delete " full stop " and
Insert " commencing from any day of the month."
Line 7 after " February "
Delete " full stop " and
Insert ", provided there is reasonable expectation of service until the end of the leave year."

Sub-para. (j)
Delete whole sub-para. and *substitute*
" (j) In the event of service terminating before the end of the leave year (except in death cases, in which event no recovery will be effected) recovery of overpayments in respect of annual leave taken in excess of the leave which has accrued at the rate of one-twelfth of the full annual allowance for each complete month of service will be effected up to a maximum of one week's pay. Recovery of overpayments in excess of one week will be waived."

Add new sub-para.
(1) Advances of pay will not be made for short periods of leave but employees who take not less than a full week's annual leave (including any paid privilege

or public holidays) may receive an advance of wages as follows :—

- (a) employees who have completed six months' service from date of entry. } an advance, at plain time rate, in respect of the wages due to be issued to them on the pay day(s) falling in the leave period.
 - (b) employees who have not completed six months' service from date of entry. } an advance, at plain time rate, in respect of the wages due to be issued to them on the first pay day falling in the leave period, i.e. an advance limited to one week.
- (Memo. No. L.1/3307).

3. Para. 82. Avoidance of Disputes: Reference to Headquarters of Trade Unions or of Ministry of Supply

Sub-para. (b), line 14
Amend " G.L.5 " to read " L.1 "
(Corrigendum).

4. Para. 93. Leave to undergo prescribed medical treatment

*Line 14, after " of "
Insert " Pensions and "
*(Line 15 in the original Handbook).
(Addendum).

5. Para. 101. Reduction of Establishment

Sub-para. (d), line 3
Amend " (G.L.5) " to read " (L.1) "
(Corrigendum).

6. Appendix V. Ministry of Supply Storage Depot Industrial Whitley Committee

Section II. Action.
Para. 2, line 3.
Amend " (G.L.5) " to read " (L.1) "
Para. 4, line 7
Amend " G.L.5 " to read " L.1 "
(Corrigenda).

7. Appendix VI. Ministry of Supply Joint Factory Committee Trade Union Relations at the Factory X

First Part — Memorandum for a Shop Stewards' Committee representing (the appropriate Trade Unions specified by name)
Last line
Amend " Under Secretary (General and Labour) " to read " Under Secretary (Royal Ordnance Factories and Labour) "
(Corrigendum).

8. Appendix VIII. Memorandum of Agreement between the Official and Trade Union Sides of the Joint Co-ordinating Committee for Government Industrial Establishments

Transfer Rules for Industrial Employees in the United Kingdom
Part C, para. 18 (a), sub-para. (iii)
Delete " at the date of Transfer " from the heading of the wages table.
Para. 18 (b),
Add at end
" These allowances will be reviewed and, where necessary, reassessed at six monthly intervals from the date of the first payment of the allowance."
(Memo. No. L.1/3312).

9. Appendix IX. Scheme of Establishment of Government Industrial Employees

Nomination of Industrial Employees for Establishment
Para. 2, line 4
Amend " His Majesty's " to read " Her Majesty's "
Sub-Appendix II
Important Note
Last line *delete* " and " before " L5/2853 "
Insert at end " L.5/3027, L.5/3231 and L.1/3313 "
(Memo. No. L.1/3313).

10. Appendix X. Scheme of Paid Sick Leave for Government Industrial Employees

Injuries
Para. 4, line 10, *delete* " of "
Insert " Pensions and "
Amount of Pay
Para. 8 (a), lines 11, 18 and 23 after " of "
Insert " Pensions and "
Line 15
Delete " 36s. " before " (for maternity benefit) " and *Substitute* " 32s. 6d. "
Para. 8 (b), lines 6 and 7
Delete " attendance allowance " and *Substitute* " home confinement grants "
(Memo. No. G.L.5/3300).

11. Index

Insert " Advances of wages..... 65(1) "
Under " Leave "
Insert " advances of wages..... 65(1) "
Under " Pay "
Insert " advances of wages..... 65(1) "