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SUPPLEMENT TO THE SWAZILAND GOVERNMENT GAZETTE

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PUBLISHED BY AUTHORITY

THE WAGES ACT, 1964

(Act No. 16 of 1964)

**THE REGULATION OF WAGES (MOTOR ENGINEERING TRADES) ORDER,
1988**

(Under Section 11)

In exercise of the powers conferred by section 11 of the Wages Act, 1964 the Minister of Labour hereby makes the following Order—

Citation and Commencement.

1. This Order may be cited as the Regulation of Wages (Motor Engineering Trades) Order, 1988 and shall come into force on the 14th March, 1988.

Interpretation.

2. In this Order unless the context otherwise requires—

“Artisan” means an employee who has undergone a trade test and obtained a certificate showing his grade;

“Artisan Assistant” means an employee who has been assisting an artisan for three continuous years in the workshop or who can show proof of three relevant experience with a previous employer;

“Assistant batteryman” means an employee who assist a batteryman;

“Assistant greaseman” means an employee who assists a greaseman;

“Assistant tyreman” means an employee who assists a tyreman;

“Batteryman” means an employee wholly or mainly engaged in the servicing and maintenance (including charging) of batteries, either solely or in charge of other employees;

“Casual labourer” means an employee whose wages are actually paid to him at the end of the day or shift;

“Clerk (without a certificate)” means an employee who does not possess a Junior Certificate of education or Form III, and who is engaged in general clerical duties.

“Clerk (with Junior Certificate)” means an employee who is a holder of a Junior Certificate of education and who is engaged in general clerical duties;

“Clerk (with Senior Certificate)” means an employee who is the holder of Senior Certificate of education and who is engaged in general clerical duties;

“Driver” means an employee whose duties, in addition to being in charge of a motor vehicle, includes the handling to and from the tailboard, and the daily maintenance and cleaning of such vehicle;

“General labourer” means a person employed as a sweeper, cleaner, or spanner-man;

“Grease man” means an employee who lubricates vehicles including operating the necessary equipment either solely or in charge of other employees;

“Petrol pump attendant” means a person wholly or mainly employed at a petrol pump selling fuel and oil;

“Semi-skilled labourer” means a person who is employed to perform duties other than sweeping and cleaning;

“Switchboard operator” means an employee whose main duties consist in the operation of telephone switchboard;

“Tyreman” means an employee wholly or mainly engaged in repairing tyres and tubes;

“Trainee switchboard operator” means an employee whose main duties consist in the operation of telephone switchboard under training instructions for a period not exceeding three months;

“Watchman” means an employee who is engaged during the day or night guarding and protecting premises, property or other belongings as directed by his employer.

Application.

3. This Order shall apply to all persons employed in any undertaking or part of an undertaking which consist in the carrying on for gain of one or more of the following activities—

- (1) The retail supply of motor vehicle.
- (2) The retail supply of agricultural or mobile construction plant.
- (3) The repair, servicing or assembly or adaptation of such vehicles, machinery or plant on behalf of other persons or undertaking.

Basic Minimum wage.

4. (1) The basic minimum wage which shall include the ration element to be paid to the employees specified in the First Schedule shall be calculated at a rate not less favourable than that specified in the said Schedule.

(2) An employee who, at the date of the commencement of this Order is in receipt of a higher wage, or enjoys better conditions of employment than those prescribed by this Order shall not suffer diminution in such wage or condition by reason of this Order.

(3) The normal hourly rate for a watchman shall be deemed to be not less than three hundred and twelfth of his monthly wage.

Hours of work.

5. (1) The normal weekly hours of work for an employee other than a watchman, shall not be more than forty hours of work exclusive of meal breaks, spread over five days each of nine hours.

(2) The normal weekly hours of work for a watchman shall be seventy two hours spread over six shifts, each of twelve hours.

Overtime.

6. (1) Overtime in excess of the normal hours worked by employees other than watchman shall be paid for at the following rate—

- (a) any normal working day on a Saturday before 1.00 p.m. at one and one half times the employee's normal rate of wages;
- (b) After 1.00 p.m. on Saturdays, or public holidays specified in the Second Schedule at twice the employee's normal wages.

(2) Overtime in excess of the normal hours worked by a watchman shall be paid for at one and one half times the employee's normal rate of wages; but where such overtime is worked on a rest day or on a public holiday specified in the Second Schedule, the overtime shall be paid for at twice the employee's normal rate of wages.

(3) An employee shall not be required to work overtime against his will unless it is understood by both parties that such overtime is of absolute necessity.

Annual leave.

7. (1) An employee shall be entitled after each period of twelve months continuous service with an employer to annual leave for a period totalling ten working days with full pay.

(2) Where the employment of an employee is terminated after a period exceeding three months from the date of commencement or after a period following his return from annual or sick leave, the employee shall be paid in addition to any other entitlement an amount equal to one day's pay for each month of service during which he has earned, but has not taken annual leave.

Sick leave.

8. (1) After three months' service with an employer, an employee shall be entitled to sick leave with full pay up to a maximum of fourteen days in each period of twelve months' continuous service.

(2) An employee shall not be entitled to such payment under sub-regulation (1) unless he produces to the employer a certificate of incapacity covering the period of sick leave signed by medical practitioner registered under the Medical and Dental Practitioner's Act, 1970.

(3) An employee shall not be entitled to sick leave under sub-regulation (1) if his incapacity is due to gross negligence on his part.

Subsistence allowance.

9. For period of absence away from his normal place of employment on journey undertaken in the performance of his duties, an employee shall be re-imbursed all expenses reasonably incurred on lodgings and on meals during each period of such absence on production of receipts covering such expenditure.

Paid public holidays.

10. (1) The Public Holidays specified in the Second Schedule shall be holidays with full pay.

(2) No employee shall be entitled to payment under sub-regulation (1) unless he is available for work on a working day immediately before and after the public holiday.

Revocation legal notice No. 2 of 1987.

11. The Regulation of Wages (Motor Engineering Trades) Order, 1987 hereby revoked.

FIRST SCHEDULE

(Paragraph 4)

Occupations	Rate Per Hour
Casual Labourer	74
General Labourer	1.03
Semi-skilled Labourer	1.09
Driver (up to 2 tons pay load)	1.09
Driver (between 2½ tons pay load)	1.17
Greaseman	1.13
Assistant Greaseman	1.09
Batteryman	1.09
Assistant Batteryman	1.03
Tyreman	1.09
Assistant Tyreman	1.03
Clerk (without Certificate)	1.05
Clerk (with Junior Certificate)	1.09
Clerk (with Senior Certificate)	1.13
Trainee (Switchboard Operator)	1.00
Switchboard Operator	1.05
Artisan's Assistant	1.05
Artisan (Trade tested) Grade III	1.19
Artisan (Trade tested) Grade II	1.68
Artisan (Trade tested) Grade I	2.55
Watchman	E203.63 per month
Petrol Pump Attendant	E187.47 per month

SECOND SCHEDULE

Incwala Day
Good Friday
Christmas Day
Reed Dance Day
Somhlolo Day
King's Birthday

A.M. FAKUDZE
Principal Secretary, Ministry of Labour

THE WAGES ACT, 1964

(Act No. 16 of 1964)

THE REGULATION OF WAGES (MANUFACTURING AND
PROCESSING INDUSTRY) ORDER, 1988

(Under Section 11)

In exercise of the powers conferred by section 11 of the Wages Act, 1964 the Minister for Labour hereby makes the following Order—

Citation and Commencement.

1. This order may be cited as the Regulation of Wages (Manufacturing and Processing Industry) Order, 1988 and shall be deemed to have come into force on the 1st April, 1988

Application.

2. This order shall apply to all persons employed in the Manufacturing and Processing Industries including the Manufacture of bricks, dry cleaning and laundry, garment making, knitting, shoe Manufacture, and weaving who are engaged in the occupation, specified in the First Schedule.

Interpretation.

3. In this order, unless the context otherwise requires—

“Aligner” means an employee who aligns a finished product before final inspection with the aid of electronic test equipment;

“A.J.S. operator” means an employee who operates an Automatic Joiner Stitcher sewing Machine;

“Artisan” means an employee who is in possession of a Trade Test Certificate signed by a Trade Testing Officer appointed by the Government;

“Assembler soldering” means an employee who solders and assembles components by hand;

“Assembler-Botton components” means an employee who assembles good quality botton components such as soles and insoles into specific batches according to the box loading plan;

“Assembler-Socks” means an employee who assembles good quality socks into batches according to article and size;

“Assembler-Upper Components” means an employee who assembles good quality upper components such as vamps, quaters, etc. Into specific batches according to the box loading plan;

“Assistant foreman baker” means an employee who is capable of Manufacturing bread, adjusting bakery machinery and supervising the works under his control;

"Assistant foreman confectioner" means an employee who is capable of manufacturing and decorating several lines of confectionery, adjusting bakery machinery and supervising the workers under his control;

"Bagger" means an employee who puts the folded garment in the provided plastic bag;

"Baker" means an employee who is capable of manufacturing bread;

"Baker Assistant" means an employee who assists a baker;

"Backseam-Reducer" means an employee who reduces the backseam join on leather quarters by means of a machine;

"Binder Assistant" means an employee who receives printed matter from the machine for collating, stitching, padding, rounding corners, punching, folding, counting, numbering or perforating;

"Boiler Operator" means an employee who operates a boiler;

"Box Folder" means an employee who folds and erects boxes ready for use;

"Box labeller" means an employee who labels boxes with the information required to identify the contents thereof;

"Box Preparer" means an employee who collects and prepares boxes accordingly;

"Blower" means an employee who carries out blowing duties in the manufacture of glassware according to specification;

"Cabinet fitter" means an employee who fits accessories to a television cabinet;

"Canteen Assistant" means an employee who assists the canteen supervisor in preparing, cooking and dishing-up food in the employee canteen;

"Canteen cashier" means an employee who assists the canteen supervisor in the control of cash receipt and also assists in the preparing, cooking and dishing-up of food in the employee canteen;

"Carder" means an employee who operates a carder machine and carries out simple lubrication on it;

"Carton Sealer" means an employee who seals cartons of finished goods ready for despatch to customers;

"Casual labourer" means an employee who is not employed for more than twenty-four hours at a time;

"Cattle Buyer" means an employee who buys livestock for his employer;

"Charge hand" means an employee who assists a supervisor to supervise employees;

"Chassis fitter" means an employee who fits chassis components to television sets;

"Cementer" means an employee who applies adhesive to a surface by means of either a brush or machine;

"Chef" means an employee who is responsible for the cooking of food for the employee canteen;

"Checker" means an employee who checks and records outgoing and incoming goods;

"Cleaner" means an employee who is responsible for the cleaning of the factory, offices, toilets or canteen;

"Clerk/Storeman (with Junior Certificate)" means an employee engaged in general clerical duties, who holds a Junior Certificate of education;

"Clerk/Storeman (with Senior Certificate)" means an employee engaged in general clerical duties, who holds a Senior Certificate of education;

"Clerk/Stores assistant" means an employee engaged in general clerical or store-keeping duties who holds a Senior Certificate of education;

"Clicker-Highfrequency" means an employee who cuts and high frequency welds components;

"Clicker-Insoles/Toepuffs/Counters" means an employee who cuts Insoles, toe-puffs or counters by means of a clicking press;

"Clicker-linings/Trims/Socks/Velcro" means an employee who cuts linings, trims, or velcro by means of a clicking press;

"Clicker-Suede Split" means an employee who cuts suede split by means of a clicking press;

"Clicker-Textile" means an employee who cuts textile by means of a clicking press;

"Coilwinder" means an employee mainly engaged in winding coils;

"Components-assembler" means an employee engaged in fitting electronic components on PC boards and includes an employee engaged in pre-assembly work;

"Compositor" means an employee engaged in the setting of type including the operation of typesetting and typelasting into position for printing and the making of rubber stamps;

"Confectioner Assistant" means an employee who assists a confectioner;

"Cook" means an employee who is engaged in cooking and issuing food to other employees;

"Copy typist" means an employee who is engaged in typing and is capable of typing a minimum of 25 words per minute, filing checking and recording incoming mail;

"Counter Inserter" means an employee who dips and inserts the counter stiffener into the pocket at the heel of a machine;

"Counter moulder" means an employee who moulds the newly inserted counter stiffener over a mould by means of a machine;

"Darkroom Attendant" means an employee who makes negatives, including the spotting and obliteration of all marks and pinholes;

"De-boner" means an employee engaged in dessecting carcass;

"D-Ring inserter" means an employee who inserts D-Rings into the shoe facing prior to being stitched;

"Design Draughtman's assistant" means an employee who assists a draughtman to design mechanical layouts;

"Despatch clerk" means an employee who selects and packs goods according to customers orders;

"Divider operator" means an employee who operates a divider machine and who checks the weight of dough pieces;

"Dough Mixer" means an employee who operates a dough mixer, including the adding of ingredients into the dough;

"Dough panner" means an employee who places dough pieces into pans;

"Driver (H.D.V.)" means an employee in possession of a current heavy duty driving licence who is in charge of a vehicle of over one and one half tons tare weight whose duties include handling cargo to and from the tailboard, and the daily maintenance and cleaning of such vehicle;

"Driver (L.D.V.)" means an employee in possession of a current driving licence who is in charge of a motor vehicle of less than one and one half tons tare weight whose duties include handling cargo to and from the tailboard, and the daily maintenance and cleaning of such vehicle;

"Driver (L.D.V.)" means an employee in possession of a current driving licence who is in charge of a motor vehicle of less than one and one half tons tare weight whose duties include handling cargo to and from the tailboard, and the daily maintenance and cleaning of such vehicle;

"Driver messenger" means an employee who is mainly engaged in carrying messages, who delivers and collects mail by vehicle or motor cycle and who performs simple routine tasks in an office;

"Driver salesman" means an employee in possession of a current driving licence who sells and delivers bread, confectionery or other articles by motor vehicle and who is responsible for accepting written orders for goods and the collection and safe custody of cash for C.O.D. sales, and who also canvas for orders;

"Driver salesman assistant" means an employee who marks components to assist closing department by means of a marking machine;

"Electrical Maintenance Assistant" means an employee who assists an electrician in improving and repairing electrical installation;

"Engraver" means an employee who engraves, smoothens, polishes the finished glassware, and carries out duties related thereto;

"Engraver Assistant" means an employee who engraves, smoothens, polishes the finished glassware and carries out duties given to him by the engraver;

"Entrepreneur" means a person who carries on business under financial assistance, policy and guidance of the small enterprises development company;

"Entrepreneur Assistant grade I" means an employee who is capable of performing the work of an entrepreneur without the assistance of such an entrepreneur;

"Entrepreneur assistant grade II" means an employee who assists a person who is capable of carrying out the work of the entrepreneur in the entrepreneur's workshop;

“Final aligner and tester” means an employee mainly engaged on the final alignment and testing of finished products, using electronic test equipment;

“Final inspector/final tester” means an employee mainly engaged on the final inspection or testing of finished products, if necessary using electronic equipment;

“Finisher” means an employee who smoothens, trims carpets and make knots on the fringes to make such carpets adaptable for;

“Fitter” means an employee who repairs and maintain machinery;

“Foam attacher” means an employee who attaches foam to the topline of the quaters for collar padding;

“Foam strip cutter ”means an employee who cuts foam into strips by means of a machine;

“Folder” means an employee who folds the garment after pressing;

“Flour sifter” means an employee who sifts flour;

“Foreman baker” means employee engaged in supervising capacity who is capable of carrying out all processes relating to the manufacture of bread;

“Foreman confectioner” means an employee engaged in supervisory capacity who is capable of carrying out all processes relating to the manufacture of confectionery;

“Forklift operator” means an employee mainly engaged in operating a forklift;

“General labourer” means an employee engaged on unskilled work;

“Grinder” means an employee who grinds, smoothens, and polishes a finished glassware product;

“Handyman” means an employee who does not hold a trade test certificate, who carries out simple repairs and supervises and allocate work to subordinate staff under his control;

“Hand Trimmer” means an employee who trims by means of a pair of scissors, all excess threads, bindings and tapes after all closing operations have been done;

“Heel seat laster” means an employee who lasts the heelpart of a shoe by means of a machine;

“Hole perforator” means an employee who punches holes by means of a press;

“Hoist operator” means an employee who operates a dough bowl hoist;

“Insole attacher” means an employee who attaches the insole to the last by means of a tacking machine;

“Insole moulder/stamper” means an employee who moulds or stamps insoles by means of a machine;

“Inspector” means an employee with not less than six months experience as an assembler who inspects the worker on a production line;

“Invoice Clerk” means an employee who prepares invoices to customers for goods supplied;

"Jumper" means an employee who has knowledge of several jobs and who is able to relieve any other worker on a production line;

"Kardex clerk/storeman" means an employee who operates a kardex system of stock control;

"Kiln operator" means an employee who is capable of operating and maintaining a kiln;

"Laboratory assistant" means an employee who generally carries out unskilled work in a laboratory or who assists a laboratory technician;

"Laboratory technician" means an employee qualified to carry out all duties allocated to him in a laboratory;

"Lacer" means an employee who inserts and ties laces for footwear;

"Last prepare" means an employee who prepares and loads the lasts onto the conveyor according to the uppers loaded;

"Last Transporter" means an employee who returns the lasts to the last bins after de-lasting;

"Layer" means an employee who lays the material for cutting a garment manufacture;

"Learner finisher" means an employee who is learning on the job to become a finisher and who has not completed six months in the case of the weaving industry or three months for other industries;

"Learner craftsperson" means an employee who is learning on the job to become a potter, screenprinter, silversmith or any other craftwork for a period not less than three or more than six months;

"Learner machine operator" means an employee with three months or less continuous experience of operating a machine for other industries or not more than six months in the weaving industry;

"Learner spinner" means an employee who is learning on the job to become a weaver and who has not completed six months in the case of the weaving industry or three months for other industries;

"Leather baler" means an employee who bales leather for storage purposes;

"Leather sorter" means an employee who sorts leather by means of the point system;

"Line feeder" means an employee mainly engaged in feeding the assembly line with components;

"Loader/packer" means an employee who packs bread or confectionery, or who loads/off loads bread and confectionery on to or off a vehicle or who packs finished products into cartons, including the transfer of goods or materials from large to smaller contains;

"Lubricator" means an employee who has the responsibility of lubricating and greasing machines;

"Machinist" means an employee who operates an electrical sewing machine to manufacture clothing/garment;

"Machine attendant" means an employee, other than a learner machine operator, who attends and operates a guillotine machine, bending machine, spot welding machine or any other machine requiring similar skills;

"Machine operator" means an employee, other than a learner machine operator, engaged in operating a machine;

"Master screenprinter" means an employee who is capable of cutting screen mixing pigments and has thorough knowledge of screenprinting techniques;

"Master potter" means an employee who is skilled in making pots to any specification, who has a general knowledge of glazing and firing techniques;

"Master silversmith" means an employee who is capable of working silver to any specification;

"Mechanical assembler" means an employee mainly engaged in the mechanical assembly of television and radio accessories and placement of products in the appropriate area for assembly or despatcher;

"Melter" means an employee who melts glasses in a glass factory;

"Messenger" means an employee engaged in carrying messages, collecting and delivering mail or carrying out simple task in an office;

"Mono caster attendant" means an employee who attends a monotype caster under the supervision of a key board operator;

"Office clerk" means an employee who does general clerical duties;

"Painter" means an employee who cleans and paints equipment, machines and buildings;

"Packer" means an employee who pack the garment which are finished into the cartons;

"Personnel clerk" means an employee who controls and updates personnel records;

"PC Board trimmer" means an employee mainly engaged in trimming excess component leads on soldered boards;

"Picture tube assembler" means an employee mainly engaged in preparing picture tubes for the assembly line;

"Plant assistant" means an employee who assists a plant attendant;

"Plant attendant" means an employee mainly engaged in operating a galvanizing plant and, if necessary, taking charge of the plant;

"Potter" means an employee who makes pots by hand or on pot wheels;

"Presser attendant" means an employee who operates a pressing machine in a cotton ginnery;

"Presser garment" means an employee who uses a sad iron or pressing machines to iron materials or clothing;

"Proof reader" means an employee who reads and check printers proof for errors and marks them for correction;

"Quality controller" means an employee mainly engaged in checking the quality and making reports on finished products;

"Quality section controller" means an employee who checks and controls the quality of goods leaving their section;

"Rebate clerk" means an employee who controls the stocks and documentation for a rebate store;

"Receiver-second stock" means an employee who checks, receives and controls the stock of factory seconds;

"Repairer's assistant" means an employee with a basic knowledge of electronics mainly engaged in making simple repairs on PC boards;

"Recutter" means an employee who arranges recuts and repairs poor quality work;

"Rivetter/Buckler" means an employee who attaches rivets or bucklers;

"Rougher-uppers" means an employee who reduces the bumps on the lasting margin by means of a roughing machine;

"Rougher-sole margin" means an employee who roughs the sole margin on rubber soles;

"Runner" means an employee who performs unskilled duties such as conveying, from one point to the other, materials used in garment manufacture;

"Saw sharpner" means an employee who sharpens saws and carries out simple maintenance work on them;

"Salesman" means an employee engaged in promoting the sales of an employer's products;

"Stacker" means an employee who packs erected boxes into cartons and stacks ready for transportation to the factory;

"Seasonal labourer" means an employee engaged for the duration of a season to carry out unskilled work, canning fruit and vegetables;

"Security guard or Watchman" means an employee mainly engaged in the protection and security of his employer's premises;

"Senior Watchman" means an employee who is in charge of other watchman;

"Sewing machinist I" means an employee who has more than six months experience and turns stitches collars, stitches toecaps, facing, O/S counters, D-rings and attaches binding;

"Sewing machinist II" means an employee who has more than six months experience and stitches backseams, side flashes, collars, tongues, velcro, brand tags and zig-zags pieces together;

"Sewing Mechanic" means an employee who has been trained to repair sewing machines;

"Screenprinter" means an employee who screenprints by hand pulling a squeegee;

"Semi-skilled kiln hand" means an employee who has limited knowledge in operating kiln and packs it according to specification;

- "Silver-smith" means an employee who is capable of working silver by hand;
- "Side-laster" means an employee who lasts the waist section of a shoe by means of a shoe;
- "Size painter" means an employee who colour codes components according to size by means of a brush;
- "skiver-uppers/toepuffs" means an employee who skives or reduces the thickness of the edge of components by means of a skiving machine;
- "Slaughterman" means an employee engaged in stunning, bleeding, skinning, eviscerating and splitting livestock;
- "Spinner" means an employee who carries out spinning operation of wool or other materials according to specification;
- "Soaking attendant" means an employee who operates solder bath, prepares fluxes, and checks solder levels;
- "Socker" means an employee who applies adhesive and inserts socks into finished footwear;
- "Sole Chlorinator" means an employee who chlorinates or halogenates a sole prior to cement application;
- "Sole presser" means an employee who by means of a press ensures that there is good bond between sole and upper;
- "Sole spotter" means an employee who places the precemented upper and sole accurately together prior to pressing;
- "Sorter R" means an employee who sorts goods into racks by item and size ready for despatch clerk;
- "Sorter" means an employee who puts together according to sizes the material which is to be sewn;
- "Shoe boxer" means an employee who packs finished footwear into boxes;
- "Shoe repairer" means an employee who repairs subquality footwear;
- "Shop assistant" means an employee who assists a shop supervisor, in the stock control, display and selling of products in a retail shop;
- "Stonehand" means an employee with the knowledge of composition who places jobs set out by a compositor into steel frames locking and placing them into printing machines ready for printing;
- "Stamper" means an employee who stamps logos/information onto components by means of a stamping machine;
- "Staple extractor" means an employee who removes staples from the insole of a shoe;
- "Sticker attacher" means an employee who attaches stickers to indicate size or customer codes;
- "String lacer" means an employee who strings uppers ready for toelasting;
- "Strips cutter" means an employee who cuts material into strips by means of a machine;

"Supervisor" means an employee who supervises other employees under his control;

"Switchboard operator" means an employee whose duties consist wholly or mainly in the operation of a telephone switchboard;

"Tablehand" means an employee who prepares materials and places them on the table for cutting or weaving according to specification;

"Tester" means an employee who tests the function of assembled PC Boards using electronic equipment;

"Textile preparer" means an employee who folds and prepares materials into a set number of layers ready for cutting;

"Trimmer" means an employee who uses the clippers to clean the garment when the sewing part is finished;

"Toecap positioner" means an employee who prement toecaps into position prior to toecap stitching;

"Toelaster" means an employee who pulls the toe of the shoe over the last by means of a toelasting machine;

"Toelaster feeder" means an employee who supplies the toelaster with uppers and on completion replaces them back onto the conveyor;

"Toepuff positioner" means an employee who positions and presses a toepuff onto the upper by means of a heated press;

"Tool setter" means an employee who fits and sets tools on a machine;

"Unlaster" means an employee who removes the last from a finished shoe;

"Upper brusher" means an employee who brushes finished footwear so as to clean and improve the look of the shoe;

"Upper cleaner" means an employee who cleans finished footwear by means of various cleaning materials;

"Upper primer" means an employee who primes the nylon upper at the lasting margin to ensure cement adhesion;

"Upper splitter" means an employee who splits uppers by means of a splitting machine;

"Upper spotter" means an employee who places the correct upper onto the last prior to toelasting;

"Upper/Bottom preparer" means an employee who loads the sewn uppers and corresponding bottom components onto the making conveyor;

"Utility" means an employee who has the knowledge of several jobs and who is able to relieve other workers on a production line;

"Weaver" means an employee who carries out duties either by operating a hand loom or other equipment to manufacture the required goods;

"Wage clerk" means an employee who prepares and controls wage payments according to the time worked;

“Washer” means an employee who washes and dries materials or wool and if necessary moth-proof the wool;

“weights clerk” means an employee who weighs cartons of finished goods prior to despatch;

“Workshop assistant” means an employee who assists the fitter and handyman in general maintenance;

Basic minimum wage.

4. The basic minimum wage inclusive of rations or cash in lieu thereof to be paid to employees specified in the First Schedule shall be calculated at a rate not less favourable than that specified therein provided that—

- (a) An employee who, at the date of commencement of this Order, is in receipt of a higher wage than that prescribed by this Order, shall not suffer any reduction in such wage by reason of this Order;
- (b) Where no definition of an employee's duties exist, such employee shall be paid a basic minimum wage not less favourable than that applicable to a general labourer;
- (c) Nothing in this section shall prevent an employer, if he so wishes, from—
 - (i) supplying cooked or uncooked food to an employee in addition to his basic wage;
 - (ii) providing free transport or free accommodation to an employee.

Statement of conditions of employment.

5. (1) The employer shall provide an employee with a written statement at the commencement of his employment stating whether he is employed permanently or seasonally, the conditions of his employment, the starting wage, including the learning period.

(2) The learning period referred to in subsection (1) shall be—

- (a) six months in the case of the weaving industry; and
- (b) three months in the case of other occupations.

Hours of work.

6. (1) For employees other than security guards and casual labourers the normal working week shall consist of not more than forty-eight hours of work.

(2) The normal working week for security guards shall consist of not more than six shifts each of twelve hours.

(3) The normal hours of work for casual labour shall consist of eight hours per day.

Overtime.

7. (1) An employee who is engaged otherwise than on shift work or as a security guard and is required to work in excess of the normal hours specified in section 6 shall be paid as follows—

- (a) for time worked in excess of the normal hours on a weekday, payment shall be at one and a half times his basic hourly wage.

- (b) for time worked on a Sunday or a public holiday specified in the Third Schedule, payment shall be at twice his hourly rate.

(2) An employee employed on shift work, or as a security guard who is required to work on his rest day or on a public holiday specified in the Second Schedule, may be paid for such overtime or alternatively, be given an equivalent amount of time off in lieu of overtime payment.

(3) The basic hourly wage of an employee on a weekly wage shall be calculated by dividing such wage by the number of hours he normally works in a week.

(4) The basic hourly wage of a casual labourer shall be calculated by dividing his daily wage by eight.

Public holiday.

8. The public holidays listed in the Second Schedule shall be holidays with full pay.

Annual leave.

9. An employee shall have fourteen calendar days leave with full pay after each period of twelve months continuous service with an employer:

Provided that in the case of a security guard annual leave shall be twenty-one calendar days with full pay after each period of twelve months continuous service with an employer.

Piece work.

10. An employee engaged on piece work shall be entitled to wages and conditions of employment not less favourable than those specified in this Order.

Reimbursement of expenses.

11. A salesman, driver or salesman's assistant shall be reimbursed all expenses reasonably incurred on lodging and means for periods of absence from his place of residence on duty.

Lay-off.

12. (1) Due to circumstances beyond his control an employer may lay off employees for up to fourteen working days, without pay provided that at the end of this period he shall either re-employ the employees in their original jobs, or give them notice of termination of service in accordance with the provisions of the Employment Act, 1980.

(2) During the period of any lay-off, the employer shall not engage other employees to replace the employees he has laid off.

- (3) The employer shall give—

- (a) a permanent employee fourteen days notice before the lay-off;
- (b) a seasonal twenty-four hours notice before the lay-off.

Trade testing.

13. (1) An employer shall grant unpaid leave to an employee who requests to undergo a trade test at the Swaziland College of Technology or any similar institution to enable him to take test.

(2) An employee undergoing a trade test shall furnish the employer with the results of his examination.

Revocation of Legal Notice No. 101 of 1986.

14. The Regulation of Wages (Manufacturing and Processing Industries) Order 1986 is hereby revoked.

FIRST SCHEDULE

(Paragraph 4)

BASIC MINIMUM WAGE

(Emalangeni per week)

Learner Craftsperson	
Learner Finisher	
Learner Machine operator	E24.23
Learner Spinner	
Learner Weaver	
Casual Labourer	
Seasonal Labourer	
Carder	
Checker	
Cleaner	
Cook	
Engraver's Assistant	E33.59
Entrepreneur's Assistant	
Finisher	
Grinder	
Loader	
Potter	
Runner	
Trimmer	
Bagger	
Learner Machine Operator	
Screenprinter	
Semi Skilled kiln hand	
Silversmith	
Spinner	
Tablehand	
Presser (garment)	

Washer	E35.54
Weaver	
Layer	
Sorter	
Presser	
Folder	
Packer	
Box Folder	
Canteen Assistant	
Carton Sealer	
Painter	
Upper Primer	
Backseam Reducer	
D. ring inserter	
Foam attacher	
Hand Trimmer	
Lacer	
Stacker	
Receiver-Second Stock	
Sorter	E37.26
Textile preparer	
Toecap Positioner	
Toelaster Feeder	
Upper Brusher	
Workshop Assistant	
Assemble-socks	
Box Preparer	
Cementer	
Edward Maker	
Foam strip Cutter	
Hole perforator	
Lubricator	
Rivetter/Buckler	
Sewing Machinist II	E39.09
Shoe Boxer	
Sole Chlorinator	
Stamper	
Staple extractor	
String lacer	
Strip Cutter	

Toepuff Positioner

Unlaster

Upper Cleaner

Assembler-Bottom Components

Box labeller

Canteen assistant/Cashier

Insole Moulder/Stamp

Last Preparer

Last Transporter

E41.11

Rougher-sole Margin

Shoe Repairer

Sticker attacher

Upper splitter

Weights Clerk

Coil Winder

Component Assembler

Copy Typist

Dough Panner

Driver Salesman's Assistant

Entrepreneur's assistant Grade I

Flour sifter

General labourer

Hoist Operator

E42.15

Learner machine operator (other than
knitting and weaving)

Loader/Packer

Messenger

PC Board Trimmer

Plant Assistant

Security Guard/Stonehand

Machinist

Assembler (soldering)

Binder Assistant

Compositor

De-Boner

Dark Room Attendant

Mechanical Assembler

Mono Caster Attendant

Proof Reader

E43.61

AJS Operator	
Assembler-Upper Components	
Counter inserter	
Counter Moulder	
Leather Baler	
Loader F.O.F.	
Recutter	
Sewing Machinist I	
Shop Assistant	
Skiver-Upper/toepuffs	
Socker	
Slaughterman	
Driver/Messenger	
Laboratory Assistant	
Presser Attendant	
Electrical Maintenance Assistant	E45.78
Office Clerk	
Rougher Uppers	
Senior Watchman	
Sole Presser	
Cabinet Fitter	
Chassis Fitter	
Clerk/Stores Assistant	
Driver (L.D.V.)	
Forklift Operator	E47.89
Picture Tube Assembler	
Soakline Attendant	
Switchboard Operator	
Utility	
Baker's Assistant	
Blower	
Confectioner's Assistant	
Divider Operator	E48.45
Dough Mixer	
Engraver	
Clicker-High Frequency	
Clicker Insolers/Toepuffs/Counters	
Clicker-Linings/Trims/Socks/Velcro	
Despatch Clerk	

Heelseat Laster	
Invoice Clerk	E50.42
Leather sorter	
Quality Controller	
Sole spotter	
Kiln Operator	
Melter	
Saw Sharpner	
Design Draftsman's Assistant	
Inspector	
Machine Operator	E50.88
Machine Attendant	
Solder Bath Attendant	
Tester	
Boiler Operator	
Driver (H.D.V.)	
Kardex Clerk/Storeman	E51.60
Aligner	
Final Inspector/Tester	
Clicker-textile	
Rebater Clerk	E53.00
Wages Clerk	
Line Feeder	
Quality Controller	E54.51
Repairer's Assistant	
Baker	
Confectioner	
Handyman	E56.65
Chef	
Clicker-Suede Split	
Chargehand	
Final Aligner and Tester	
Jumper	
Plant Attendant	E58.86
Tool Setter	
Fitter	
Personnel Secretary	
Sewing Machanic	

Toelaster

Clerk/Storeman (with Junior Certificate) E62.10

Driver Salesman

Artisan Grade III

Cattle Buyer

Master Screenprinter E67.91

Master Potter

Master Silversmith

Salesman

Assistant Foreman Confectioner

Assistant Foreman Baker E80.75

Clerk/Storeman (with Senior Certificate)

Artisan Grade II E111.45

Foreman Baker

Foreman Confectioner E119.52

Artisan Grade I E164.29

Laboratory Technician E172.82

Supervisor 25% above the wage to the highest paid employee under his direct supervision.

SECOND SCHEDULE

(Paragraph 8)

PAID PUBLIC HOLIDAYS

Incwala Day

Good Friday

Easter Monday

Christmas Day

Reed Dance Day

Somhlolo Day

King's Birthday

A.M. FAKUDZE*Principal Secretary, Ministry of Labour*

LEGAL NOTICE NO. 34 OF 1988

THE MINING ACT, 1958

(Act No. 5 of 1958)

APPOINTMENT OF COMMISSIONER OF MINES

(Under Section 6)

In exercise of the powers vested in me by Section 6 of the Mining Act, 1958, I hereby appoint—

AARON MKOBA VILAKATI

to be Commissioner of Mines with effect from 8th of December, 1987.

DONE AT LUDZIDZINI THIS 8TH DAY OF DECEMBER, 1987.

MSWATI III
NGWENYAMA OF SWAZILAND

LEGAL NOTICE NO. 35 OF 1988

THE MINING ACT, 1958

(Act No. 5 of 1958)

REVOCATION OF APPOINTMENT OF COMMISSIONER OF MINES

(Under Section 6)

In exercise of the powers vested in me by Section 6 of the Mining Act, 1958, I hereby Revoke the appointment of—

ALLEN NTUNJA DLAMINI

as Commissioner of Mines with effect from 16th of September, 1987.

DONE AT LUDZIDZINI THIS 8TH DAY OF DECEMBER, 1987.

MSWATI III
NGWENYAMA OF SWAZILAND