



THE UNIVERSITY OF MELBOURNE ARCHIVES

NAME OF COLLECTION	Federated Clerks' Union Of Australia, Victorian Branch
ACCESSION NO	100/55
CATEGORY	Labour, organisations
ACTIVITY	Trade Unions
DATE RANGE	1942 - 1995
SIZE OF COLLECTION	404 archives boxes; 6 cartons; 9 card drawers.
HISTORICAL NOTE	The Federated Clerks' Union of Australia was first registered under the Conciliation and Arbitration Act in 1911. It changed its name to the Australian Clerical Association in 1917, but reverted to its original name in 1924. In 1993 both its National and State Branches amalgamated with unions covering local government to become part of the Australian Municipal Administrative Clerical and Services Union (Australian Services Union or ASU in short). Since 1996 it has officially been part of the ASU MEU/Private Sector Victorian Branch.
DATE OF TRANSFER	July - September 2000
ACCESS CONDITIONS	Some restrictions apply. Permission of union Secretary needed for records under twenty years old.
NOTE ON LISTING	<p>The finding-aid to the records was prepared by Caroline Pryor of the Australian Services Union. It consists of two distinctly arranged lists of the same records. The first list is arranged by box number, and represents the order in which the records were described and boxed over the years by a variety of people, without an attempt to order them into series. The second list is arranged according to a records classification system introduced by the union in the 1960s, however, there are a significant number of records which were never classified into this system and which were arranged according to another system whose meaning is now lost. The 1960s classification scheme is attached to the lists.</p> <p>The records which were voluminous from 1970 onwards, were also sentenced and culled by Caroline Pryor. Files arranged by industry, in particular, were culled by selecting and retaining files from industries where the FCU had its greatest membership, impact, or which were most significant within the history of the union. A key to this selection is also included in the listings.</p> <p>The physical arrangement of the files remains within the box order detailed in the lists. Box number is the best retrieval method for the records.</p>
LISTED BY	Caroline Pryor
DATE	September 2000

Box Number	File title/Contents
Minutes 1	Federal Conference 1946 / Federal Conference 1944 2 files
Minutes 1	Wool Selling Brokers Officers Association of Australia Constitution/Rules/Alterations of Rules
Minutes 1	Federal Clerks Executive March 25 April 5, 1949
Minutes 1	Brewery and Liquor Trade Section Minutes Sept 8, 1942 October 20, 1948
Minutes 1	Liquor Section – Executive January 17, 1962–December 5, 1973
Minutes 1	Retail Section – Minutes November 11, 1947–March 13, 1951
Minutes 1	Commonwealth Section Minutes February 1946-March 1949
Minutes 1	Commonwealth Executive September 16, 1970-March 20, 1974 - A.P.S file Executive April 17, 1974-April 21, 1982 -1 file
Minutes 1	Airways Section – Minutes February 27, 1947-December 6, 1949, March 7, 1950-December 15, 1961 (ii) Executive (Back of Book) May 23, 1951-October 10, 1953
Minutes 1	Airways Section – Executive February 21, 1962-February 21, 1973
Minutes 1	WHARF Clerks’ – Minutes June 19, 1926-December 18, 1946
Minutes 1	Shipping Section – Minutes December 5, 1946-April 24, 1949
Minutes 1	Shipping Section – Executive July 16, 1969-October 16, 1974
Minutes 1	Shipping Section Admission Committee January 24, 1961-January 29, 1963
Minutes 1	Register of applicants – Shipping January 1, 1959-May 9, 1961
Minutes 1	Shipping Register May 10, 1961-February 2, 1964
Minutes 2	FCU General November 18, 1964-November 20, 1974
Minutes 2	FCU – Oil Section Quarterly Meetings – Executive & General August 1947-August 30, 1950
Minutes 2	Shipping Section – General/Executive / General May 4, 1949-April 4, 1950 – Executive May 3, 1950-February 20, 1952
Minutes 2	Shipping Section – General/Executive \ General October 17, 1954 \ Executive March 19, 1952-January 19, 1955
Minutes 2	Shipping Section – Executive February 23, 1955-July 16, 1958
Minutes 2	Shipping Section – Executive August 20, 1958-September 20, 1961
Minutes 2	Shipping Section – Executive April 21, 1965-June 18, 1969
Minutes 2	Shipping Executive October 16, 1974-September 17, 1980
Minutes 2	MEAT SECTION – General/Executive July 10, 1953-September 29, 1964
Minutes 2	Commonwealth Section – Executive July 18, 1962-August 19, 1970
Minutes 2	Commercial Section – Executive July 19, 1950-March 7, 1960
Minutes 2	Commercial Section – Executive April 14, 1960-February 18, 1970
Minutes 2	Miscellaneous section – General & Executive August 16, 1948-June 29, 1977
Minutes 2	FCU – General April 20, 1955-July 15, 1959
Minutes 2	FCU General August 19, 1959-October 21, 1964
1	Minutes – Oil section 1965-1976
1	Minutes – Commercial Section 1970-1981
2	Minutes – Commercial Section 1957-1959
2	Minutes – Commonwealth Section 1953-1962
1 Rules	Commercial Section Rules 26/2/1974
1 Rules	FCU (Vic Branch) Rules and standing orders 5/3/79
R1	Rules Revision 1954-56
R1	Folio – Other Unions Rule Books C1950s-60s
F1	Audit Report 1971-4
2	Minutes – Oil Section 1974-1977
3	Minutes – Shipping Section 1973-75 (Rough)
3	Minutes - Miscellaneous – 1951
3	Minutes – Metal Section 1950
3	Minutes – Liquor Section 1948-61
3	Minutes – Public Service Section 1949-53
4	Minutes – Commonwealth Section 1951-55

Box Number	File title/Contents
4	Minutes – Oil Section 1948-1964
4	Minutes – Shipping Section 1961-65
5	Minutes – Shipping Section 1978-83
5	Minutes – Commonwealth Section 1978-86
5	Minutes – Commercial Section 1974-78
5	Minutes – Liquor Section 1976-79
5	Minutes – Commonwealth Section 1974-76
5	Minutes – Oil Section 1977-83
5	Minutes – Airways 1974-79
5	Minutes – Shipping Section 1975-77
5	Minutes – Shipping Section 1967-73
6	Arbitration – Seainers Case 1971 (Correspondence)
6	Arbitration – Container Award 1971
6	Arbitration – Container Award – Instructions to Clerks C.1971 (?)
6	Arbitration – Container Award – Clerks work practices C.1971(?)
6	Arbitration – Containers Award – Board of Reference – Seainers 1971
6	Arbitration – Seainers – Transcripts (partial) 1976
6	Arbitration – Female Minimum Rates Case 1944-45
6	Australian Tariff Board Inquiry into Petrol – Statement by I.G.Sykes 1972
6	Arbitration – Various awards 1972-74
7	Demarcation – Clerks Vs Insurance Employees and Bank Officers 1942-43 and 1945
7	Union Coverage – A.B.C staff 1955,1958
7	Demarcation – Clerks and Jewellers Union 1949
7	Arbitration – Wholesale Soft goods 1955-56
7	Arbitration – Film Industry Officers 1955-58
7	Arbitration – P.S.A NSW 1952
7	Amalgamation – FCU & NSW Clerical Offices Association 1952-54
7	Arbitration – Lotteries Coverage 1949
7	Arbitration – Demarcation – Clerks in gas industry 1947
7	Arbitration – Electrical and Radio Award 1948-49
7	FCU – Awards Committee 1953-55
7	Arbitration – Coal Award – Collie 1946
8	Arbitration – Container Industry 1971
8	Arbitration – Vehicle Manufacturing 1975
9	Arbitration – Vehicle Industry 1973
9	Arbitration – Vehicle Manufacturing 1974
10	Arbitration – Vehicle Manufacturing 1975
10	Arbitration – Vehicle Manufacturing 1974
11	Arbitration – Vehicle Manufacturing 1975
11	Report on Equal Pay by ACTU, ACSPA & CPS – High Council 1962
11	Arbitration – Commercial Clerks 1947-48
11	“C” file – Commercial Clerks; Commonwealth Employers Compensation Act; National Library; Company Unions; Commonwealth Bank of Australia; Commonwealth Saving Bank; Contributions – state branches; Cost investigation 19444
12	Basic Wage – Prices Campaign 1948-50
12	Basic Wage – Correspondence re conference 1945
12	Basic Wage 1951
12	Forty Hour Week Case – working papers 1947
12	Basic Wage – working papers 1948-50
12	ACTU Executive Conference 1947
12	Forty Hour Week Case – working papers 1946-47
12	Federal Secretaries visit to branches 1947
12	Bretton Woods financial agreement 1947

Box Number	File title/Contents
12	New Clerks Award – South Australia 1947-49
12	ACTU- Government Trade Unions Conventions 1943, 1944, 1945
13	Equal Pay for the Sexes Survey 1948
13	ACTU Special Conferences 1947-50
13	ACTU – Circulars & Correspondence 1942 – 1948
13	Annual Leave – working papers 1945-47
13	Correspondence 1956-58
13	Cost of Living – working papers 1953
14	Royal Commission – A.P.S re “Mandata” system – working paper 1973
14	Correspondence – “C” series – Civil Constitution Corps; “The Clarion”; Clear One Travel Supply Comp; Clerical and Administration Workers Journal; “The Clerk” mailing list; Coal Situation; Colliery Clerks 1941-50
14	Arbitration – Basic Wage Working Papers 1950
14	Arbitration – Basic Wage Working Papers 1947-49 (2 files)
15	Basic Wage Case – History and Judgement 1950
15	ACTU Congress – Working Papers 1947-49
15	FCU – Commonwealth Temporary Clerks Association Diary 1944-46
15	Basic Wage – applications to vary re Northern Territory Awards – Transcript 1951
16	Bank Officers Award 1919-50
16	Minutes of Central Executive 1952
16	Australian Bank Officers Association Margins Case 1954-55
16	ACTU – Correspondence etc 1943-50
16	Correspondence – “A” 1944-52 (Assistant Secretaries – Awards)
17	Correspondence 1955
17	Correspondence 1955
17	Correspondence 1955
18	Correspondence 1955
18	Correspondence 1955
18	Correspondence 1955
19	Correspondence 1955
19	Correspondence 1955
19	Correspondence 1955
19	Correspondence 1955
20	Correspondence 1955
20	Correspondence 1955
20	Correspondence 1955
20	Correspondence 1955
21	Correspondence – Shipping General January-June 1970
21	Shipping Award Working Papers 1970
22	Shipping Long Service Leave Working Papers 1970
22	Qantas Award Working Papers 1970
22	Auto Industry – General 1970 (
23	Aluminum Award Working Papers 1970
23	Airways Industry – General 1970
23	Airways Industry – General 1970
24	Circulars from Associated Organisation 1970
24	Country Organiser Report 1970 & 1971
24	Union Administration including electrons & journal 1970
24	Union Administration including finance & state executive 1970 minutes, functions & conferences
25	Arbitration – Clerks in Trade Union Offices 1965
25	Correspondence – Shipping Award Sept-Dec 1965
25	Correspondence – Shipping Award Jan-May 1965
26	Correspondence – Law Clerks/Brewery Clerks 1965

Box Number	File title/Contents
26	Correspondence – Court typists/CPS clerks 1965
26	Claims – Compensation, superannuation classifications 1965
27	Claims, complaints (outwork, payments, classifications, leave etc entitlements) 1965
27	Arbitration – Commercial Clerks Determination 1965
27	Arbitration – Clerks (Airways) Award 1965
28	Arbitration – Clerks (Meat) Award & Clerks (Oil) Award 1965
28	Miscellaneous membership matters, corresponding Trade Union Clinic – Research Centre 1965
28	Workers compensation 1965
29	Clerks Shipping Award 1965
29	Shipping Port Quota 1965
29	Shipping Section correspondence 1965
30	Shipping Section complaints, correspondence etc 1960
30	Clerks (Meat) (Miscellaneous) (Oil) Sections 1960
30	Clerks (Law) (Brewery) Sections 1960
31	Claim – workers compensation, superannuation, classification; C.P.S 1960
31	Complaints – individual members, wages, outwork etc 1960
32	Clerks (Airways) Award 1960
32	Clerks (Woolstores) (C.A.C.) Awards; members discounts 1960
32	Administration – country districts & metropolitan sub branches 1960
33	Geelong T.L.C, T.H.C, A.C.S.P.A 1960
33	A.C.T.U, Australian Democratic Labour Party, membership opting out of affiliation 1960
33	Elections, Country Reports, Minutes of monthly General Meeting, <u>The Clerk</u> matters 1960
34	Newsletters – other organisations 1960
34	Federal Executive Committee Minutes 20/2/78-14/9/82
35	Federal Executive Committee Minutes 9/2/73-24/8/77
36	Federal Executive Committee Minutes 5/4/50-22/1/54
37	Federal Executive Committee Minutes 6/1/55-23/12/59
38	Federal Executive Committee Minutes 11/1/1960-18/12/64
39	Federal Executive Committee Minutes 22/1/65-13/12/72
40	C.P.S General 1970
40	Classifications 1970
40	Clerks (Breweries) Award 1970
41	Clerks (P.S.B) (Navy) Awards 1970
41	Clerks (T.A.B) Award 1970
41	Clerks (Road Transport) Award 1970
41	Workers Compensation Commonwealth & State public service 1970
42	Clerks (Retail) (Kodak) Awards 1970
42	Commercial Clerks Award July-Dec 1970
42	Oil Section Minutes 17/3/76-20/5/87
43	Airways Section Minutes April 1973-November 1985
43	Commercial Clerks Claims 1973
43	Commercial Clerks, T.A.B Wages Bds 1973
44	Commercial, Retail, General, Equal Pay 1973
44	Commercial Section General 1973
44	Clerks (Meat) (Miscellaneous) Awards 1974
45	Clerks (Liquor) Award & Liquor General 1974
45	Law Clerks 1974
45	A.P.S – Circulars, Claims, A.S.I.A 1974
46	A.P.S Award, General 1974
46	Commercial Clerks – Claims, General 1974
47	Commercial Clerks – Metal & Road Transport 1974

Box Number	File title/Contents
47	Commercial Clerks – General Part 3 1974
48	Commercial Clerks – determinations Pt 1 1974
48	Commercial Clerks – determinations Pt 2 1974
49	Administration – Rules, State Conference, Elections, State Executive Minutes 1960
49	Administration – Financial, News Bulletin, Interstate correspondence 1960
49	Federal Council Minutes, Meetings, Federal Executive Minutes, Meetings 1960
50	C.P.S – General Award 1959
50	C.P.S – Compensation, Classification etc 1959
50	Clerks (Airways) (Commercial Awards) 1959
51	Shipping Section – Minutes, correspondence etc 1959
51	Shipping Section – Compensation, Minutes, General etc 1958
51	Shipping Section – Workers compensation, Superannuation, Membership applications 1958
52	Clerks (Law) (Liquor) (Miscellaneous) (Oil) Sections 1958
52	Clerks C.P.S – claim 1958
52	Clerks (Airways) (Commercial) Award 1958
52	Clerks (Shipping) Award – General June-Dec 1957
53	Liquor Section Minutes 5/12/73-9/4/86
53	F.C.U Federal 1971
53	Clerks (Meat) Award 1970
54	Clerks (Airways) Award 1971
54	Clerks (R.T.O) (Mayne Nickless) (Equal Pay) (Females 8pm) (C.P.S) Award 1971
54	Clerks (Miscellaneous) Award 1970
55	Commercial Clerks 1971
55	Clerks (Oil) Award – General 1970
55	Clerks (Container Terminal and Depots) Award July-Dec 1970
56	Clerks (Oil) Award 1970
56	Clerks (Liquor Award – General 1970
56	Clerks (Container Terminal & Depots) Award Apr-Dec 1970
57	Clerks (Shipping) Award – General 1970
57	Clerks (Container Terminals) Award Jan-March 1970
57	Industrial Appeals Court – Off-course Totalisator Employee Board – Transcript 1975
58	F.C.U. Federal 1976
58	F.C.U. Federal 1976
59	Clerks (Vehicle)(Retail) Award 1975
59	Clerks (Credit Union)(Housing/Building) 1975
59	Clerks (Finance)(Travel Bureau) Award 1975
60	Clerks (Health Insurance) Award 1975
60	Clerks E.D.P 1975
60	Clerks (Wool)(Rubber & Plaster) Award 19775
61	Clerks (T.A.B) Award 1975
61	Clerks (T.A.B) Award 1975
61	Clerks (T.A.B) Award 1975
62	Clerks (Aluminum) Award 1975
62	Clerks (Containers) Award 1975
63	Clerks (Liquor)(Shipping) Awards 1953
63	Clerks (Shipping)(Airways) Awards Jan-April 1953
64	Clerks (Shipping) Award; T.H.C Correspondence; State Executive Minutes 1953
64	Central Council Meetings. Interstate Correspondence 1953
64	F.C.U – Federal Executive Correspondence & reports 1953

Box Number	File title/Contents
65	F.C.U – Newsletters & Bulletins 1953
65	Elections, Clerks (Trade Union Officers) Stewards, Finance 1953
66	(Shipping)(Wool) Awards, General 1952
66	Various newsletters and pamphlets 1953
66	Clerks (Airways)(Commercial) Award Jan-May 1953
67	Clerks (Commercial) Award, and cost of living 1952
67	Clerks (Airways) Award 1964
67	Clerks (Airways) Award – Executive 1964
67	Clerks (Wool) Award, Long Service Leave, Housing, Compensation 1964
68	Sigma, MacRobertsons, Union dues 1964
68	Applications and interviews for shipping section of FCU 1964
68	Financial, equipment, membership dues newspaper clippings 1964
69	Shipping section (including Sunday Work dispute) 1963
69	Shipping section (including Sunday Work dispute) 1963
69	Applications to Shipping Section of FCU 1963
70	Applications to Shipping Section of FCU 1963
70	Shipping sections – members complaints/disputes, correspondence with Industrial Registrar, news bulletins, tally clerks casual work/underpayment 1963
70	Clerks (Oil Companies) Award 1963
71	Clerks (Law Clerks)(Breweries)(Meat Works)(Miscellaneous) Awards (10-13) 1963
71	Clerks (Oil) Membership 1963
71	Clerks (Oil) Automation 1963
71	Clerks (Oil) Membership – Drives, superannuation, leave, industrial issues, 1963
72	Other Organisations 1978
72	Other Organisations ACTU, ALP 1978
73	“The Clerk”, Half-Yearly Financial Statements, State Executive Financial Statements, Auditor, Membership Statistics, Returns, District Councils & Committees 1978
73	News Bulletins, Inward Circulars 1978
73	Outward Circulars 1978
74	Training & Education, State Executive Minutes, FEDSDA Co-Op, Building, Maintenance, Equipment 1978
74	State Council – General, State Council Minutes, State Executive – General 1978
75	Branch Ballots, Ballots of State Council, Section Ballots, General Monthly Meeting, Organising-General, Organising-Country 1978
75	Branch Rules, State Conference 1978
76	Other Branches, Rules-Other Branches FIET (International Federation of Clerks) 1978
76	Federal Executive Committee, Federal Rules, General Correspondence (Federal), Federal News Bulletins, Federal Circulars 1978
77	Federal Council, Federal Executive, Federal Executive Minutes 1978
77	Clerks (Breweries) Award – Gradings 1963
77	Clerks (A.P.S) Award – News Bulletin, Resolution, Correspondence, Disputes 1963
78	C.P.S Circulars 1958-63
78	Clerks (C.P.S) Award – Member entitlements, workers compensation, claims, proceedings, circulars, reports 1963
79	Clerks (Commercial) Award (Excluding S.E.C material) 1963
79	Clerks (Commercial) Award – S.E.C 1963
79	Clerks (Airways) Award 1963
80	Clerks (Airways) Award – Entitlements 1963

Box Number	File title/Contents
80	Half Yearly & State Executive financial statements, auditors, membership statistics, returns, district councils & Committees, ACTU 1963
80	Inward circulars, outward circulars 1963
81	Miscellaneous admin matters, education 1963
81	State & Section ballots, General Monthly meetings, Organising – General & Country, News Bulletins 1963
81	State Executive Minutes 1963
81	National Wage Case 1965
82	Clerks (Vehicle) Award 1964
82	Clerks Shipping Section – Applications not interviewed 1964
83	Clerks (Shipping) Award – News Bulletin, minutes correspondence April-Aug 1963
83	Clerks (Shipping) Award – News Bulletin, minutes correspondence Jan-April 1964
83	Clerks (Meat Industry) Award – negotiations 1964
84	Shipping Section – Applicants Interviewed 1964
84	Clerks (Meat Industry)(Miscellaneous) Award 1964
84	Clerks (Oil) Award 1964
85	Clerks (Shipping) Award Entitlements and tally clerks – hours worked 1964
85	Clerks (C.P.S) Award – Minutes, Circulars correspondence 1964
85	Clerks (C.P.S) Award – Government Departments, Personnel Legislation, Entitlements 1964
86	Clerks (Commercial) Award – Municipal Officers 1964
86	Clerks (Commercial) Award – Conditions 1964
86	Clerks (A.P.S) Award – General 1977
87	Clerks (A.P.S) Award – General
87	Clerks (A.P.S) Award – Awards, Circulars, Claim, ASIA (Australian Stevedoring Industry Authority) 1977
88	Clerks (Miscellaneous) Award 1977
88	Clerks (Meat Industry) Award 1977
88	Clerks (Meat Industry) Award 1977
88	Clerks (Liquor) Award 1977
88	Clerks (Law Clerks) Award 1977
89	Clerks (Airways) Award – General – Domestic 1977
89	Clerks (Airways) Award – General – Domestic 1977
89	Clerks (Airways) Award – Domestic 1977
90	Clerks (Airways) Award – Overseas 1977
90	Clerks (Airways) Award – General – Domestic 1977
90	Clerks (Aluminum – Alcoa) Award 1978
91	Clerks (Wool)(Rubber/Plastic) Award 1978
91	Clerks (E.D.P) Award 1978
91	Clerks (Aluminum (excluding Alcoa)) Award 1978
91	Clerks (T.A.B) Award – Award, General, Circulars, Claims, Newspaper Cuttings 1978
92	Clerks (T.A.B) Award – General 1978
92	Clerks (Vehicle – Manufacturing) Award 1978
93	Clerks (Vehicle – Retails) Award 1978
93	Clerks (Vehicle – Manufacturing) Award 1978
93	Clerks (Containers) Award – Stand Down Dispute 1978
94	Clerks (Retail) Award 1978
94	Clerks (Shipping) Award – Award, Claims, Applications 1978
95	Clerks (Shipping) Award – General 1978
95	Clerks (Containers) Award – Award, General & applications 1978
96	Clerks (Containers) Award – Award, General 1975
96	Clerks (Shipping) Award – General 1975

Box Number	File title/Contents
96	Clerks (Shipping) Award – Award, Claims, Membership Applications, General 1975
97	Clerks (Miscellaneous) Award 1975
97	Clerks (Airways) Award – Award 1975
97	Workers Compensation 1975
97	District Councils, Accounts, Etc 1975
98	Clerks (Oil) Award 1975
98	Clerks (Airways) Award – General 1975
99	Branch Rules, State conference, State Council – General & Minutes 1975
99	Federal Office – Circulars, Federal Rules, Bulletin, Other Branches 1975
100	Inward Circulars 1975
100	Other Branches rules, FIET, International Women’s Year, Women 1975
100	Clerks (Shipping) Award – Shipping Special Committee 1967-69
101	Clerks (Shipping) Award – Containerisation etc 1967
101	Clerks (Shipping) Award – Award, Claims Membership Applications, Clerks 1967
101	Clerks (Shipping) Award – Long Service Leave 1967
102	Clerks (Shipping) Award – General Jan-June 1967
102	Clerks (Meat Industry)(Miscellaneous) Award 1967
102	Clerks (Liquor) Award – General 1967
102	Clerks (Law Clerks)(Liquor) Award 1967
103	Clerks (Oil) Award 1967
103	Clerks (Shipping) Award – General 1967
104	Clerks (Commercial) Award, including H.B.A 1967
104	Clerks (A.P.S) Award – Awards, General, Circulars, Claims 1967
104	Clerks (A.P.S) Award – A.S.I.A (Australian Stevedoring Industry Association) 1967
105	Clerks (A.P.S) Award – News Bulletins, Circulars, Minutes 1967
105	Trades Hall Council 1972
106	Clerks (Wool) Award – Wool Clerks, Workers Compensation, Long Service Leave, Labour & Industrial Act 1972
106	Clerks (Airways) Award – General 1972
107	Clerks (Shipping) Award – Containers 1972
107	Clerks (Shipping) Award – General 1972
108	Clerks (Shipping) Award – Containers-Trans-Ocean Terminals 1972
108	Clerks (Shipping) Award – General and Applications July-Dec 1971
108	Half Yearly & State Executive financial statements, auditor, membership statistics, returns, Housing Society Co-op 1972
108	ACTU, ALP, ACSPA, Other unions 1972
109	Clerks (Shipping) Award 1972
109	Outward circulars, “The Clerk” News Bulletins 1972
110	Ballots – Branch, State Councils, Sections, General Monthly Meeting, Organising General & Country 1972
110	District Councils, Financial Statements 1974
110	Workers Compensation 1974
110	Clerks (Airways) Award – Awards 1974
111	State Executive Minutes, Returns, Ballots – Branch, State Council, Section – Organising – country & general 1974
111	Clerks (Airways) Award – General 1974
112	Outward Circulars 1974
112	Branch Rules, State Conference, State Council – General & Minutes, Sate Executive – General 1974
113	Federal Office – Federal Council, Federal Executives, Financial, Rules 1974
113	Federal Office – Accounts, Circulars, Other Branches, Bulletin 1974
114	Clerks (Commercial) Award – General 1974

Box Number	File title/Contents
114	Clerks (Commercial) Award – General 1977
115	Clerks (Commercial) Award – Awards Claims 1977
115	Clerks (Commercial) Award – General & Metal 1977
115	Clerks (Commercial) Award – General 1977
116	Clerks (Commercial) Award – General 1977
116	Sundries 1977
116	“The Clerk”, Half-Yearly & State Executive Financial Statements, auditor, Membership Statistics, Returns, District Councils & Committees 1977
117	Outwards Circulars 1977
117	T.H.C 1977
117	ACTU, ALP, Other Unions 1977
118	“Workforce”, Provincial THC’s, VTHC 1977
119	General Monthly Meeting, Organising – General and Country, News Bulletins 1975
119	VTHC 1975
120	Federal Office – Council General & Minutes; Executive – General & Minutes 1975
120	State Executive – General & Minutes; Financial Co-op, Finance, Membership petitions, Building, Maintenance & Equipment, Section ballots 1975
121	Other Organisations, including ACTU, ALP & Provincial TLC’s 1975
121	Retail 1975
122	Commercial – Wage Increase 1975
122	Commercial – Wage Increase 1975
123	Commercial – Awards, Claims – General 1975
123	Commercial – General 1975
124	Airways Award 1976
124	Airways General 1976
124	Commercial Awards & Claims 1976
125	Commercial – General 1976
125	Commercial – General 1976
125	Commercial – General - Kodak
126	Commercial – Metal 1976
126	Commercial – Road Transport, Payroll Envelopes 1976
126	Australian Public Service – Awards, Circulars 1976
127	A.P.S – General 1976
127	APS General 1976
128	APS General 1976
128	Law Clerks 1976
128	TAB Award 1976
129	TAB General 1976
129	Aluminum 1976
129	Retail 1976
130	Wool, Rubber and Plastics, and Electronic Data Processing 1976
130	Health Insurance 1976
130	Health Insurance – Medibank Stoppage 1976
131	Credit Unions, Housing Building 1976
131	Finance Companies, Travel Bureaus 1976
131	Wool, Rubber and Plastics 1977
131	Electronic Data Processing 1977
132	Health Insurance 1977
132	Credit Unions 1977
132	Housing & Building Societies 1977
132	Finance Companies & Travel Bureaus 1977
133	ACTU, State Branch Finance, Branch Elections, State Conference, Newspaper clippings, organisers 1955

Box Number	File title/Contents
133	Federal Executive news bulletins, circulars, rules, Federal Executive finance, reports, 1955
133	Federal Executive minutes, Vic Branch finance, Federal correspondence with Vic Branch 1954
133	Interstate correspondence Taxation Officers Branch Conference minutes, ACSPA 1954
134	State Council reports and minutes Vic Branch circulars 1954
134	Shipping Award, Shipping Section minutes, Shipping general 1954
134	Shipping section membership and membership applications
135	Commercial Award, Commercial section ballot, housing societies 1954
135	Trade Union Clerks, Meat Section, MMFB, APS, ALP, Vic Labor College 1954
135	State Council, Miscellaneous Section, Oil Companies, District Councils, LSL 1954
136	State Conference, Section Elections 1954
136	APS Award, APS Third Division, APS members and claims 1954
136	APS members, specific queries, Worker's Compensation, Provident Fund, holidays, typists, Xmas holidays, shop stewards, CPS section, stewards, Superannuation Act, Workers Compensation Act 1954
137	APS Govt Bodies, Statutory Authorities, members matters, commonwealth Sections elections, CLC, Commonwealth Officers Joint Council, Commonwealth Officers – conditions, CPS Commonwealth Reports, CPS Examinations 1954
137	ACTU 1971
137	Airways General 1971
138	Commercial Clerks Wages Case 1971
138	TAB General and Rim fire 1971
138	Retail 1971
139	TAB Award papers 1971
139	VTHC 1971
139	Workers Compensation 1971
140	FCU Vic Branch rules, State Conference, State Council General & minutes 1971
140	Section Ballots, State Executive General and minutes, Branch ballot, State Council ballots, general monthly meetings 1971
140	"The Clerk", DLP, Provincial TLC's, ASCPA 1971
141	Other union and social issues, circulars and news bulletins 1971
141	½ yearly financial statements, State Executive financial statements, auditors, membership stats, building, maintenance, equipment, membership finances 1971
142	CPS General 1971
142	Arbitration & correspondence 1925, correspondence, finances, audit, arbitration 1934-1937, 1925-1937
143	Minutes, trade union returns (stats), correspondence, commercial clerks, wages board 1929-1944 Arbitration 1929-1944
143	Correspondence and industrial matters, various sections, Executive minutes 1945, 5 day week campaign questionnaires, audit, ½ yearly reports, 1935-1936, 1942-1945
144	Correspondence, Secretaries report, audit, Federal Conference, rules, arbitration, telexes 1938-1939
144	Federal Branch correspondence with other Branches, arbitration 1939-40
144	Minutes of general meetings, circulars, correspondence, finances 1943-45
145	Social Committee, minutes of Executive, rules, correspondence, Log of Claims, annual reports, financial, arbitration 1945

Box Number	File title/Contents
145	“The Clerk”, Branch ballots, organisers’ position, social committee, disputes, general section minutes, correspondence and disputes, welfare section matters, Post Master General Clerks, war time issues 1945-46
146	Clerks (various awards), union elections, pamphlets, industrial agreements, finances 1945 THC reps correspondence see p.37
147	Branch Ballot & State Ballots – Meeting arrangements – Oil Section/Airways Correspondence – Various Sections – State executive decisions – Correspondence concerning other unions & further possible membership. Arbitration Correspondence. Date range 1945-1947
147	Voluntary contribution list in support of Govt (Vic Branch). Agenda for Labor Party Conference (1946) – Correspondence concerning: Eureka Youth League (1946). International Women’s Day Committee – Commercial Subjects Advisory Committee – Industrial Health Conference – Book War Factories for Industry & Australian Railway Union – General Sec Report. Strikes – Public Service Conditions – Correspondence Brewery Section, Airways – Wages demands – Govt Gazettes – Rules, Airways, Retail, Oil – Application for Ballot papers - Date range 1946-1947
148	Federal Executive, Federal Conference, Vic Branch Council, Finance, accounts, audit, shipping matters, taxation officers matters, union executive appointments, Airlines matters, war time special conditions 1946, Victorian Combined Federal Public Service campaigns, survey on general clerical conditions, Factories and Shops Act amendments, Public Service conditions, VTHC delegates, military establishments, Re-establishment and Employment Act, Commonwealth Section, finances, rent, furniture and equipment, correspondence with other unions 1946
149	Application to Shipping Section - employment. Copy of strike Committee News (Newcastle) 1945 – Auditors Report, Federal Clerks Union.1947 – Transfer between sections
149	Correspondence life Assurance Agents Union – Branch report for 1946 - Poster Basic Wage Campaign Correspondence. Union/employers – re: Union membership. Predominantly 1947
149	Various sections Awards, Oil, and Shipping (QLD). Determination of various Wage Boards – (TAS) – Log of claims- Metal, Wool - 1947
150	Audit, Secretary’s report, logs and agreements, shipping matters, members, Geelong representatives, WA Branch correspondence. 1946 Federal Executive minutes, Waterfront Organisation, post war reconstruction, Young Worker’s Committee, Shipping Section, correspondence, membership, industrial matters, Commonwealth section, circulars, correspondence, industrial, general division, section, minutes, agreements, country organisers 1946
151	Publications and pamphlets (other organisations) and clerical conditions surveys returns 1946. Shipping Section, Dept Aircraft Production, Women’s Movement, May Day, country organisers, Female Interviewers Assoc, Industrial Health Conference, Federal Conference delegates, ALP disaffiliation and other ALP matters, 1946
152	Correspondence: Branch Secretary General Section – arranging meetings, Rules – Correspondence: Problems concerning membership, conditions of Meat Workers Clerks. Reports on General Section recommendations - Trade Union Statistics (Membership and Unemployment 1947) Copy of <u>The Clerks</u> Volume III No.10 February 1949 & Volume IV No.5 1948
152	Ballot (Branch) information “How to Vote”, Social gatherings ie. Woman Bites Dog, May Day Committee, Commonwealth Post War Reconstruction Schemes, various film nights (shows and list of films, various booklets, type script of Commission concerning Ship Owner’s Association (arbitration type scripts as well). 1947 NSW re: shipping NSW WA (wages, date range 1947).

Box Number	File title/Contents
152	Various copies of speeches of Minister – post war reconstruction, correspondence between Ministers and union reps. Federal Secretary and Vice-President, matters dealing with various sections Branch Secretary correspondence, 40 hour case, wage pegging, minutes of Federal Executive Committee 1947 Sept
153	CPS petitions, correspondence, wool selling brokers log and arbitration, other shipping matters, oil section, Paper Manufacturers industrial matters, Co-operative Housing Society, cultural/political subjects, Geelong Branch matters 1946. Federal and Branch rules, central council meetings, waterfront section, minutes of Shipping Section, ½ yearly section reports, 1946
154	Correspondence, union matters orders of stationery with Trades Hall Council, membership, arrangement of meetings, Brewery Dispute.
154	Correspondence, membership, shipping re: “obnoxious cargo”, membership transfer, Branch Secretary and shipping section to other sections, award wages, draft circulars, arrangement of meetings, general matters 1948
155	ACTU circulars, congress, correspondence with London Clerical Union, other union’s agreements covering clerical workers, state boards decisions, country branch matters, branch rules, alterations 1951. Commercial section, Commonwealth Section, miscellaneous section, ACTU, Federal Conference (and allegations that some Branches excluded), basic wage judgements and statements of opinion, Clerks Wool Board, wages board margins 1949-50
156	Correspondence, chronological order, membership, resignation, terminations, various sections 1950.
156	Business Equipment 1950-51 State and Federal Council information circulars
157	Liquor section matters 1948-1952, Commercial Clerks industrial issues and other matters, circulars, Federal Rules 1949. Commonwealth temporary clerks matters, SA Branch correspondence, federal conference, APS transcript of proceedings 1941-49
158	Application for membership to shipping section A to Z 1951, “Suspended admissions filed” 1951.
158	Statement of Expenditure and receipts, arrangement of State Council meetings, ballots, minutes of State Council meeting Feb 1952, arbitration, minutes of State Council, 30/5/52, 25/5/52, 12/5/52, 24/4/52 & Jan 1952, terms and agreements with employers 1952
159	Commercial Clerks matters, clerks Meat Award matters. 1949-1951, Building, State Council minutes & circulars, minutes of Commonwealth Temporary Clerks Association Minutes of Commonwealth Section, Minutes of Committee of Management, Metal section reports, Correspondence & Finance 1946-1948
160	Correspondence with Ballarat Trades Hall, financial matters, rules for Vic Branch 1949/50, commercial section, commonwealth section, minutes, State Council 29/11/50, 29/10/50, 3/10/50, 30/7/50, 18/6/50, 16/4/50, arbitration transcripts, membership country area, log of claims, Labour Day correspondence with Trades Hall Council 1951.
161	Metals Section, Shipping section – membership, award, Correspondence, Public Service Board matters, Prices & Rents, Commonwealth Section matters (including Commonwealth Temporary Clerks) & Committee of management, 1948
161	VTHC, Federal Executive Committee meetings, Taxation Officers Branch, Commercial Clerks Award, Central Southern Qld Branch award, Municipal Officers Association award, clerks Strike Bulletin, Brisbane City council matters, 1948.
161	Correspondence with the Minister for the Interior/Premier of Vic, arrangement of meetings, application to join union, arbitration, log of claims, Chamber of Manufacturers, bulletin, correspondence re: to various meetings, appeals, publications “Clerk” and Govt, determinations various boards 1951

Box Number	File title/Contents
162	Determination Clerk's Meat Works Board, general matters, (rates of pay), meeting of metal section, minutes stewards meeting 24/10/51, Branch Convention invitation, arbitration 1951. Report of claims, correspondence, union/employer about employee wage rates, various sections, annual balance sheet & report, 1951 membership contributions, minutes general monthly meetings, rates of liquor clerks, correspondence 1951.
163	WA Branch Correspondence & minutes, Shipping section matters Federal Conference, Report of federal President, 1946-1949 Commonwealth Public Service – Members complaints re: wages, conditions & classifications, members claims 1950-1951
164	Member's complaints 1951.
164	Correspondence with Bendigo Branch, other suburbs, various matters, payments, ballots, draft of report to be forwarded to country centres, resignation of stewards, correspondence interstate and overseas, results of ballots, notice of meetings 1951
165	Oil Section, Commercial Section, General Section – Correspondence, re-basic wages, State Secretary Reports. Federal Conference Agenda – Minutes of State Council – Decision of ACTU full Executive. Membership Publications - 1948
165	Correspondence – Airways Section – Notice of meetings – copy of <u>The Railways Officer</u> Volume 26 No.7 – The Railways Officer Volume 26 No.5 – Hand Bills on Lock-Outs – Copy of <u>The Advocate</u> – Handbills – Rank & File unionists Must Rally Against Red Tyranny – Various other handouts – Minutes Central Council - 1948
165	Correspondence – Circulars - Appointed a Delegate to the Status of Women Council - Membership Union Budget - TA.A re: wages – form for Statement of duties – Interview with ARU Industrial Officer – Variation to Oil Award - Election of Branch Officers - Log of claims for Industrial Agreements with Federated Clerks Union SA Branch & Broken Hill Associated Smelters
166	Notices to members, speeches & Statement (especially by MPs), Correspondence with govt, minutes of Shipping Section, 1946-1948
166	Arbitration & Awards – trustee Officers, law clerks, brewery employees, Public Service Salaries Campaign, Public Service Arbitration, Financial Working Conditions, Cost of living, internal union Dispute 1946-1648
166	Victorians Section – Correspondence inwards – out awards with Federal Secretary 1948
167	Airways Section, commercial clerks, other organisations correspondence & literature, inter-union correspondence (concerning Qld dispute), Provincial Trades Hall Councils, Associations, ACTU, ALP union financial policy, clerks Egg Marketing Board Award, Commercial Subjects Industrial Committee 1947-1949
167	Circulars, Post-War Reconstructing Traineeship Scheme, Taxation Officers Branch, general section, Commonwealth Section, Clerks Country, Clerks law reporting, Inter-Branch Correspondence, union finances 1947
168	1958-1961 Correspondence – Shipping Section News Bulletins (Shipping Section) – Minutes State Council
168	1947 – Amenity Standards for Post Office – Correspondence – Commonwealth Public Servants Basic Wage & Salaries Agitation

Box Number	File title/Contents
168	Australian Womens' Charter – Minutes – Australian Council of Trade Unions – Congress, 1947 - Report on Executive Committee & General Council of WFTU – Correspondence - 1947
168	1947 – Correspondence – Elections – Various Correspondence from – Australian Relief Fund Eureka Youth League Australia – Sanet House Australian Aborigines League - Arbitration
169	Members Correspondence with WA Branch, Geelong Section, Clerks Trades Hall section, 1947
169	Accounts, rules & standing orders, agenda & minutes of Federal Conference, Federal executive matters, 1953-1954
169	ACTU, Auditors reports, Ballarat, Geelong, Bendigo Branch matters & other district
169	Council, “The Clerks” matters financial including ½ yearly, Balance sheets, Visual Education, Sub-committee, Newspapers cuttings, Union Clerical Officers, Superannuation Schemes, VTHC matters, 1952-1953
170	1954 – Summons for meeting of State Council – Shipping Sections, Airways Section Executive - General meeting of Shipping Section - News Bulletins - Commonwealth Section, Commonwealth executive Quarterly meeting - Extract from Federal Executive News Bulletin - Elections - Liquor section – Oil Section
170	Correspondence ALP Age & Argus re: compulsory unionism & Returned Soldiery - Membership Contributions - Wages, Standards & Actual Rates - Notice of meetings - State Secretary to Federal Secretary - Election Resects – Correspondence with Government Departments Correspondence Re: Dismissal of Lezdkalns - Joint Council meetings, Statement of Publications - Correspondence Re: Dismissal of Miss Sheritan - Married Women in Workforce, Minutes of commonwealth Public Service Board
171	CPS – members matters – wages & Conditions, Leave, Facilities, Superannuation, Albury members matters, Bendigo members matters, Stewards resignations, Stewards circulars, Commonwealth section – Circulars 1953
171	Oil Section Award matters, Public Service Determinations, Defence production Clerks - 1953
171	Commercials Clerks, Awards & Determinations, members complaints, Co-Operative Housing Society of Victoria, District Councils material
172	1953 – Correspondence re: State Conference - Agenda – election – Meat Section, Commonwealth section etc – Arbitration, Correspondence
172	1951 – Wool, Shipping, Oil & Airways Awards - Arbitration – Correspondence – Notice of meetings - Minutes of Branch Convention – Log of claims to Victorian Retailers, Retail Section - Elections – Federal & State - Commonwealth Public Service Determinations - Conference with the Public Service Board

Box Number	File title/Contents
172	1952 – Correspondence, Circulars, Claim by Clerical staff of CUB (Carlton & United Breweries) – Liquor Section – Carlton & United Breweries sack five members - Returned Service Men Correspondence re: Leave - State Conference Victoria - Notice of meetings – Meat Board Minutes - Determinations of the Clerks Meat Board - Correspondence - Elections – Statement of reply to Prime Ministers Statement – Correspondence with the labour party - Membership Collections - Minutes between Oil Companies & Clerks Union & Report – Oil Award
173	ALP Election Documents, Sydney Branches, 1972, JM Riordan - Minutes of the miscellaneous Section Executive, 16 April 1986-16 September 1987 - ACTU Congress 603/49, 1949 - FCU Application for change of Conditions of Eligibility, 1943 - Basic Wage Judgement 1958 - Clerks Newsletters (Progressive Clerks) Union elections, May-Day 1955 - Role of Trade Unions, Anti-Communist to Statement, nd - WWF Report on Working conditions in Malaya, 1947 - Miscellaneous Correspondence, 1947 - Miscellaneous Correspondence, 1971
173	Lease between FEDSA P/L & Victorian Branch. FCU Australia for 53 Queen street Melbourne, 3 October 1978 - 1953 - Minutes & Agendas of FCU Federal Executive February-April 1953, Correspondence & Legal Documents with Commonwealth Court of & Conciliation Arbitration 1953
173	1952 – Minutes of State Executive meeting, May-December 1952, Report to annual State Conference September 1952, Minutes of State Conference September 1952, Correspondence re: stated conference September 1952
174	Correspondence, re: Office Accommodation for Government Employees, Circulars to Commonwealth Section, Stewards, November, 1952
174	Public Service Board Circulars 1952, Correspondence re: Commonwealth Public Service Employees, 1951-1952
175	1952 Circulars to District Council Secretaries, Conciliation & Arbitration dealings with TAA Australia. National Airways Ltd & Others, 1952, Right of Entry Details
175	1952 – Wage rates, Newspaper clippings Re; Secret ballot & Communists in FCU, 1952, Other Correspondence
176	1952 – Commonwealth Court of Conciliation & Arbitration re: Rules & Standing orders of FCU Victorian Branch. Election of Officers, Federal Conference 1952, Minutes of Federal Executive meetings, Branch finance
176	1952 – The Clerks, and Clerks Newsletter, progressive Clerks Comm, Press release, Annual State Conference of FCU Victorian Branch, General Correspondence business
177	1952 – ACTU Conference & Agenda, Conciliation & Arbitration Standards Hours Conference, Industrial Agreements, District Councils, Statements of Receipts & Payments.
177	1952 – Federal Clerks Union of Australia, Federal Conference papers, March 1952
178	FCU Schedules, Correspondence with members 1957
178	1957 – Clerks Superannuation Fund, Correspondence with members reclassifications Public Service Board circulars FCU of Australia Executive Circulars, FCU Victorian Branch News Bulletin
178	1957 – Orders to State Councillors, Section Secretaries & Stewards
179	1973 Federal Council & Executive

Box Number	File title/Contents
179	1984 Commercial
179	Annual State Conference Minutes 1952-1965 Box minutes oversized black folders with cut & paste put into a two hole clip large Atlantis Box.
179	Vic Branch Annual State Conference Minutes 1966 – 1988
179	Federal Executive Committee Minutes 9/2/73-24/8/77.
179	Arch lever file news bulletins 1978.
179	Large bound version of State Executive minutes 10/9/86-18/2/88
180	State Council Minutes 4/2/45 to 24/7/45
180	State Council Minutes 3/12/45 –29/4/49 (Large bound original typing)
181	State Council Minutes 15/5/49 – 2/10/49(refer to large minute book for the State Council Minutes 16/4/50 –1/8/55 not found)
181	1981 National
182	1968
182	Court Reporting Services Case 1979(iii)
182	1969
183	1984 National other Branch's Rules and FIET – International Trade Union for Clerical Union
183	1984 National
183	1984 Federal Council General & minutes
184	1984 Central & Southern QLD elections 1982. Substantial Branch file.
184	1986 Vic Branch financial statements etc
185	1984 Commercial G-O General Electric and finishing with Merchant Banks
185	1956
185	1969
186	1982 Vic Branch Section ballots, general monthly meetings, organising general, news bulletins, inward circulars
186	1972 Vic Branch - Branch Rules, State Conference, State Council, general & minutes
187	1982 Vic Branch outward circulars, The Clerk, financial statements, auditor, membership stats, returns, district councils
187	1972 State Executive general & minutes
188	1972 Federal Council, General minutes and Executive General
188	1972 Federal circulars
188	1972 Federal Committee material
189	1982 Other organisations correspondence with the AIRC Victoria re: registration of the organisation in Victoria. These must be kept. Other information deals with the Federal Commission
189	1982 Other organisations. Other unions a range of newspaper clippings & other union journals, quite useful. Solidarity Polish Unionism, worth keeping
190	Federal Executive Minutes 1972-73
191	1973 Vic Branch – Branch rules, state conference, state council
191	1973 Federal Executive Committee
191	1986 Vic Branch outward circulars & The Clerk
192	1973 Federal Executive Rules, correspondence, news, circular, rules other Branches, FIET
192	1979 FCU Federal Council Minutes etc. Federal Rules
193	1986 TAB File significant on Sunday Racing
193	1986 Vehicle Manufacture
193	1986 Vehicle Retail
194	1986 Shipping
194	1986 Containers
194	1986 TAB
195	1986 Aluminum
195	Court Reporting Services Case 1979 (i)
195	Court Reporting Services Case 1979 (ii)

Box Number	File title/Contents
195	1969
196	1961
196	1969
196	1969 – Shiftwork & Standing Cttees.
197	1984 Commercial P-Z
197	1961
197	1956
198	1984 Commercial Metal A-C alphabetic names of companies
198	1984 Commercial Metal D-Z
199	1984 Airways Domestic
200	1984 Commercial
200	1972 Oil General
201	1972 Oil Award
201	1972 Automobiles
202	1973 Commercial General Kodak Sigma Electric Signals
202	1973-1974 Commercial Junior rates
203	State Executive minutes 28/6/20-19/2/23 (copper plate, typed written material pasted in.)
203	State Executive minutes 17/8/24-8/6/26 (typed written and pasted in. Very valuable)
203	State Executive minutes 5/3/23-11/7/24
203	State Executive minutes 4/9/45-23/4/46
204	State Executive minutes Feb 1945-10/7/45
204	State Executive minutes 5/1/54-20/12/56
204	State Executive minutes 11/1/52-21/12/53
205	State Executive minutes 9/1/57-4/12/58
205	State Executive minutes 9/3/77-6/12/78
205	State Executive minutes 20/12/78-25/6/80
206	State Executive minutes 29/7/81-28/7/82
206	State Executive minutes 11/8/82-8/6/83
207	Old VIC Branch minutes A4 binder with minutes 18/1/39-24/1/45 War Year. May be a duplicate of a larger volume. Appears to be photocopied. It suggests that the originals may have been lost or damaged.
207	Minutes of meetings of Clerks held Russell Street Hall, Melbourne, 18/7/1900 ending up with General Meeting 4/9/1901. Poor condition, smaller than A4 copper plate handwriting. Refers to minutes of General Meetings circa early 1900s
207	Notes of public meeting minutes of meeting held 19/6, minutes of meeting 1/5 unsure of status Victorian Clerks?
208	Shipping section executive 20/8/58-209/61.
208	Shipping section general 4/5/39-4/4/50
208	Executive minutes 3/5/50-20/2/52
208	Shipping section minute books of minutes of executive 23/2/55-16/6/58
209	Shipping section executive 16/10/74-17/9/80
209	Shipping section executive and general executive 19/3/52-19/1/55
209	General minutes 17/10/54
209	Minutes general executive 10/6/53-29/9/64
210	Commercial section executive 14/4/60-18/2/70
210	Commercial section executive 19/7/50-7/3/60
210	Book with notes of meeting, stop work meeting in North Melbourne 1978
211	FCU VIC Branch minutes general 20/4/55-15/6/59 – rule book and rules of debates on inside cover.
211	Minutes of general meetings 18/11/64-20/11/74
211	Minutes of general meetings 19/8/59-21/10/64

Box Number	File title/Contents
212	Miscellaneous section, mixture of general executive minutes 16/8/48-29/6/77.
212	Commonwealth section executive 18/6/62-19/8/70
212	Green volumes of annual tickets, full financial year 1977-1978-1979 with OK financials, members with numbers, dates, section male/female with tally. As there seems be only two of them one for 1976-1977 it is worthwhile keeping them as an example
213	State executive minutes 12/12/58-1/8/60
213	State executive minutes 31/5/65-6/9/66
213	State executive minutes 18/2/64-11/5/65
214	State executive minutes 17/6/83-21/3/84
214	State executive minutes 4/4/84-16/1/85
214	State executive minutes 18/8/60-6/9/62
215	General monthly meetings 15/8/51-16/3/55
215	State executive minutes 21/6/26-8/10/28
215	State executive minutes 4/5/31-10/6/36
216	Large box. Vic Branch minutes of state council meeting 16/4/50-8/55. Index in copper plate ink, pages foolscap, taped on corners of each page is a large heading, too difficult to move, may want to repackage ???
216	First issue of The Clerk 1911. Bound
216	A3 computer paper steward's percentage fees pay roll deductions. keep one example
216	State Exec minutes 11/2/85 – 27/8/86 Large box, large bound copies
216	News Bulletins 1977 Arch Leaver folders
216	The Clerk newsletter 1979-87 Arch Leaver
217	State executive minutes 1/8/72-25/3/74
217	State executive minutes 11/5/70-13/6/72
217	State executive minutes 10/11/67-6/12/68
218	State executive minutes 28/11/66-27/10/67.
218	Brown book – list of phone no's, names, addresses of Branch Secretaries, members of State Council and various district councils & industry councils
218	Record of Successful workers compensation claims 1978-1987 list of worker's comp by member name, nature of claim and settlement. RSI material
218	Attendance book for general meetings, individual signatures, members, employers and which section they belong to
219	1981 VIC Branch State Council minutes & State executive
219	1981 VIC Branch
220	1981 Executive minutes
220	1981 VIC Branch Property
220	Steward's correspondence & various Branch administrative matters
221	1973 file
221	1973 file
221	1973 file
222	1983 Rayner's case inquiry into an election in the FCU. Federal Court Industrial Division VIC 37 of 1982
222	1983 VIC Branch returns statistics, financial, district committees General and Clerical Divisions
223	1979 circulars
223	1979 circulars
224	1979
224	1979
225	1979
225	1979
225	1983
226	1983
227	1983 --- VIC Branch

Box Number	File title/Contents
227	1983
228	1983
228	1980
229	1980,
229	Bound book with news bulletins for shipping circa 1980 bulletin no. 2697 (22/9/80), bulletin no. 4930 (14/4/88)
230	1979 FCU National
230	FCU National Council 1990 bound minutes & other papers
230	Small single volume of Federal Council, 15-23/11/78 in Surfers Paradise
230	FCU Minutes of Federal Executive QLD, 22-28/11/77
230	Minutes of Federal Executive QLD, 3-9/10/79
231	1981
231	1981
232	1983
232	1983
233	1983
233	1981
233	FCU minutes of conference of Federal Council, QLD, 21-31/10/....
234	1986 VIC Branch
234	1986
235	1966 dodgy label
235	1962
235	1963
235	1984 Section ballots, councillors, delegates and Lacey Case
236	1984
237	1986
237	1986
238	1986
238	1984
238	1984
239	1984
239	1984
240	1984
240	1984
241	1986 National
241	1986 National
242	1986
242	1985
243	1962 Jan – June
243	1962
243	1963
243	1963
244	State Executive 15/3/15-14/2/16 Very old minutes in small minute books
244	State Executive minutes 28/2/16-16/12/18
244	State Executive minutes 29/1/19-14/6/20
244	General meetings Australian Clerical Association Vic Branch copper plate and printed material pasted in. 19/3/19-18/6/24
245	State Executive minutes 8/7/36-8/7/42
245	Branch Executive minutes 6/11/46-17/6/47
245	Branch Executive minutes 4/5/46-22/10/46 <i>Note: This is called Branch Executive minutes not sure why it isn't called State?</i>
245	8/7/47-23/3/48 State Executive minutes
246	State Executive minutes 23/3/48-28-9-48

Box Number	File title/Contents
246	State Executive minutes 5/10/48-22/7/49
246	1981 Vic Branch
247	1984 Technological Change case – Commercial significant industrial case Vol 1-2
248	1984 Technological Change case – Commercial Vol 3
248	Black foolscap binder Commercial Catholic Schools recognition general
249	1985 Commercial Catholic Schools recognition transcript Vol 1
249	1981
250	Catholic Schools recognition transcript and exhibits Vol 2
250	1981 Vic Branch
251	1981 News bulletins
251	1980-1982 News bulletins
251	1982 News bulletins
251	Set of The Clerk 1988-1992 significant missing which is listed on the front page
251	Federal Executive Committee minutes 6/1/55-23/12/59 Large bound copies
251	Federal Executive Committee minutes 19/1/60-12/12/64
251	Federal Executive Committee minutes 22/1/65-13/12/72
252	FCU Oil section ¼ meeting Executive General 8/47-30/8/50
252	Shipping section Executive 21/4/65-18/6/69
252	1980 Vic
252	1970
253	1980
253	1980
253	1976
254	1980
254	1977
255	1977
255	1977
256	1976
256	1976
257	1976
257	1976
258	Newsletters - 1990 Manilla folder with assorted notices to members.
258	1970
258	1977
259	1981
259	1976
260	Commercial Clerks Wage Case 1983 Vol 5 Exhibits, Vol 6 Transcripts
261	Overtime case exhibits and transcripts 2 vols
262	Part-time clause minutes, transcripts & general 2 vols
263	Large piles of news bulletins circa 1990. (Note from Raymond most are duplicate copies, not sure where these are, I'd use these as the reference set of 1990 newsletters).
263	Manilla folder with membership stats 1988. 1987 computer print outs, historic figures by industry from 1975
264	State Executive Minutes 18/12/1962-4/2/1964
264	State Executive Minutes 10/12/1968-5/5/1970
264	State Executive Minutes 10/4/1974-10/9/1975
264	State Executive Minutes 24/9/1975-8/2/1977
264	State Executive Minutes 25/8/1980-15/7/1981
264	FCU Victorian General/Annual Meeting 16/7/1916-13/3/1919
264	Commercial Employment Agencies Temporary Staff
264	Ballots 1949-1950
264	Brown folder Vic Branch Minutes 31/1/47 – 3/12/1945

Box Number	File title/Contents
264	Vic Branch Newsletter, logs, stewards, 1988 Rules, Questionnaires, Misc.
265	1956
265	1970
265	1967
266	1985
266	1961
266	1976 – District Councils, Financial Statement
267	1985
267	1985
268	1985
268	1985
269	1985
269	1982
270	1983 Commercial Clerks Wage Case – Nov 1982-June 1983 – Vol 3&4
271	1983 Commercial Clerks Wage Case – Nov 1982-June 1983 – Vol 1&2
272	1982
272	1982
273	1982
273	Memos out 1986
273	Newsletters 1986
273	Retail long of claims 1986-1987
273	Branch report to National Council 1-4/11/1988
274	Country Organising 1989; Reports Correspondence
274	1986 Union Rules
274	State Executive - Minutes 1987-1989
274	State Executive - Correspondence 1989
274	Section Executive - Retail 1989
274	Section Executive - Miscellaneous 1989
274	Section Executive - Oil 1989
275	Section Executive – Liquor 1988
275	Section Executive – Commercial 1987-1988
275	Victorian Branch returns – Financial 1987-1988
275	Section Executive – Auto
275	Section Ballot
275	Section Executive – General
275	Section Executive – Airlines
275	Section Executive – District Council
275	1946-Quiz, Branch Reports
275	1971 Audit Report
276	Clerks – Victorian Branch Issues: Some 1970's- most 1980's
276	National Office issues for amalgamation Volume 9 No.1 March–April 1992
276	News Bulletins 1990-1991
277	Ford Dispute 1962
277	1985 Court Reporting Service Monitor Case
277	1986 Court Reporting Service C112/85 (i)
278	1986 Court Reporting Typists C112/85
278	Government Aircraft Factories Restructuring
278	Government Aircraft Factories /Williamstown Navel Dockyard Restructuring/ Redundancy (ii)
279	1962
279	1968
279	1969
280	1985 Abolition of Tolls West Gate Bridge
280	1986 West Gate Bridge/APS

Box Number	File title/Contents
281	Minute Book Geelong District Council of FCU – Quarterly meetings 26/7/64 – 23/5/1978
281	1956
281	Green cloth Bond, signature book for meeting attendance 10/5/61 – 18/10/1972
281	Rules Revision 1954-1956 file 132
282	Correspondence to FCU National Office Aus 1988 – end June 1990
282	Union publications, Rules – Standing order, Shipping Section Handbook, Vic Branch 1979, 1987, Personnel data policy
282	Stewards authority cards circa 1970's
282	Clerks Agreement 1964 loan to Vic Trades Hall for Reconstruction of meeting chamber
282	FCU Vic / Tasmania Branch 29/10/1973
282	Odd Clerks publication circa 1989-leadership change (Clerk Keynotes) Country Clerks Courier
283	1966
283	1966
283	1955
284	Jan 1990 – Nov 1990 Correspondence to the Branches & organisations (Collated with Bookmark labels & rubber band)
284	1969 Minutes Commercial clerks Board & Shift work Case
285	1986 38hr week / 19 day month, Road Transport
285	1956
285	1961
285	1962
286	1968
286	1969
286	1971 Law Clerks & Wool
286	1972 Law Clerks & Liquor
287	1973
287	1975 Law & Meat
287	1978
287	1979
287	1981
287	1982
288	1980
288	1983
288	1984
288	1986
289	1985
289	1962
289	1968 excluding HC Sleigh
289	1968 Petrogram
290	1968
290	1971
291	1971
291	1974
292	1980
292	1978
293	1980
293	1985
294	1983
294	1986
295	1983
295	1982

Box Number	File title/Contents
296	1981
296	1981
297	1981
297	1982
298	1973 Aw, Gradings Dispute, Preference
298	1974
299	1973
299	1976
300	1977
300	1976
301	Federal Executive Committee minutes – 5/4/1950-22/12/1954
301	1961
302	1968 Containers, Terminals, Depots
302	1968 October –December
303	1969 April-December Containers Terminals
303	1969 Shipping General May-December Depot
303	1968 January-May
304	Federal executive Committee 20/2/1978-14/9/1982
304	1962
304	Federal Council minutes 17-25/11/1982 – Coffs Harbour, NSW
305	1966
305	1968 June-September
305	1971 January-June
306	1966 September-December
306	1966 January-April
307	1968
307	1977
307	1970
308	1970
308	1969-1971
308	1970 Balance sheet & Statement of accounts
309	1982
309	1982
310	1969
310	1966
311	Minutes Federal Executive FCU Broadbeach Qld 22-30/4/1968
311	Minutes Federal Executive FCU Broadbeach Qld 14-21/10/1981
311	Rules of FCU 29/9/1976
311	Rules of FCU 1948
311	FCU Index of Decision Federal executive & Federal Council 1959-1972 Reference Year & page & minutes
311	Minutes of Federal Council FCU Salamander Bay NSW 6-14/10/1976
311	Minutes of Federal Council FCU Coffs Harbour 17-25/11/1982
312	Minutes of National Council 1986 Launceston Tasmania 6-12/11/1986
312	Federal Presidents Report Federal Council 21/10/1980
312	Federal Presidents Report Federal Executive 3/10/1979
312	Federal Presidents Report Federal Executive 22/11/1977
312	Federal Rules August 1981
312	Minutes of National Executive Sand Castle Motor Inn NSW, 9-13/12/1985
312	Minutes of National Executive Laura, NSW 12-16/12/1983
312	Minutes Special Conference of Federal Council, Melb, Vic 23-25/8/1967
312	Minutes of National Executive Hobart-Tasmania 3-7/7/1967
313	1980
313	1982

Box Number	File title/Contents
314	National Executive 1989 - 1991
314	National Council 1990
314	National Rules 1988 -1991
314	National Executive Minutes 1989
314	National Executive 1987-1989
314	National Council 1987
315	Minutes Special Meeting National Executive Queen Street, Melb 23/9/1987
315	Minutes Federal Council, Wollongong, NSW 2-11/4/1962
315	Minutes Federal Executive Leura, NSW 7-13/4/1961
315	Minutes Federal Council Surfers Paradise, Qld 16-25/9/1968
315	Minutes Federal Council Terrigal, NSW 9-18/5/1966
315	Minutes Federal Executive Broadbeach, Qld 19-29/11/1974
315	Minutes Federal Executive Broadbeach, Qld 29/10-4/11, 1975
316	1979
316	Minutes Federal Council Leura, NSW 13-22/4/1964
316	Minutes Federal Executive Leura, NSW 18-23/3/1963
316	Minutes Federal Executive Shoal Bay, NSW 11-15/8/1969
317	1976
317	1977
318	1980
318	1980
319	1978
319	1978 Retrenchments
320	1984
320	1984
321	1971
321	1977
322	1980
322	1985
323	1981
323	1981
324	1976
324	1976
325	1983
325	1983
325	1983
326	1982
326	1982
327	1982
327	1982
328	1968
328	1968
328	1967
329	1967
329	1970
330	1974
330	1976
330	1979
331	1977
331	1984
332	1974
332	1977
333	1962
333	1956

Box Number	File title/Contents
333	1956 January-June
333	1956 July-December
334	1973
334	1973
335	1960
335	1961
335	1969 January-March
336	1969 Vehicle Industry Award
336	1969 Vehicle Industry
336	1977 Containers (Industries Change numbers 1970's)
337	1965 June-August
337	1966 May-August
337	1966
338	1982
338	1984 Maritime Restructuring
338	1984 Maritime Restructuring
339	1980
339	1980
339	1985
340	1960-1961 Board of Reference Re- Double Headers
340	1961 (1-40)
340	1961
340	1961
340	1961
341	1967 Auto
341	1967 Auto Transcript – 31/1/1967-17/2/1967
341	1977
342	1982 Containers
342	1982
343	Melbourne Waterfront Files 1988-1992 Conaust, TOT, Strang/Patricks Administrative Clerks Container Terminals to WWF 1991
344	1976
344	1976
345	1980
345	1980
346	1983
346	1983
346	1984
347	1967 Transcript 16/8/1966-30/11/1967
347	1962
347	1971 Auto Award
348	1965
348	1966
348	1967
349	1974 W Lancaster
349	1974 Applications
349	1971 Auto General
350	1974
350	1974
351	1969
351	1969 Questionnaire
351	1969-June 1970
352	1981 Containers
352	1980
352	1979

Box Number	File title/Contents
352	1985
353	1981
353	1982 Metal
353	1979 Metal
353	1979 Airways Domestic
354	1986 Airways Domestic
354	1986
354	1986 Ansett Traineeship
355	1981 Airways Domestic
355	1961
355	1969
355	1956
356	1980
356	1982
356	1979
357	1985
357	1985
357	1979
357	1979
358	1984
358	1986
358	1986
359	1984 Airways Overseas
359	1980 AEA (i)
359	1980 Domestic
359	1980 AEA (ii)
360	1981
360	1982
360	1983
361	1981
361	1982 Domestic
361	1982 Overseas
362	1980 Domestic
362	1980 Overseas
362	1981 Overseas
362	1984 Overseas
363	1979
363	1980
363	1984
364	1967
364	1967
364	1967 Including Recruiting
364	1968
365	1962
365	1972 Airways
365	1973 Equal Pay
365	1973
366	1982
366	1983 Overseas
366	1986 Qantas 19 Day Month
366	Black Binder Commercial Rates 1981-1988
367	1986 19 Day Month
367	1986 Overseas
367	1986 Overseas

Box Number	File title/Contents
368	1967
368	1967
368	1966
368	1969 Shift Work penalty
368	1969
369	1983
369	1983
369	1983
370	1981
370	1983
370	1983
371	1978
371	1969 Work Value
371	1969 Retail, Companies: Massey, C' wealth Aircraft Co, Kodak
371	1966
372	1980
372	1980 Work Value
372	1980 Metal
373	1978
373	1978
373	1978 Metal
374	1978
374	1978
374	1980
375	1968 January-June
375	1968
375	1956
375	1973 TAB General
376	1962
376	1968 HBA
376	1968 July-December
376	1973 Determination Clerks Wages Board 1972-1973
376	1980 Kodak Work Value
377	1980
377	1980 Work Value Case
377	1980
378	1975
378	1979
378	1979
378	1979
379	1961
379	1961
379	1979
379	1979
380	1980 Overtime Case
380	1980
380	1983 Metal (i)
381	1985 Metal M-Z
381	1982
381	1981
382	1969
382	1969
382	1969
382	1982

Box Number	File title/Contents
383	1986 A-B
383	1986 R-Z
383	1986 Part Time clause (ii)
383	1985 O-Z
384	1985 A-C
384	1985 D-N
384	1985 Metal A-L
384	1985 Dismissal
385	1972 Road Transport
385	1972 Retail
385	1983 H-MC
385	1983 Metal (2) D-Z
386	1986 C-L
386	1986 M-Z Metal
386	1986 A-L Metal
386	1986 M-Q
387	1981
387	1981
387	1981 Metal
388	1972 Kodak
388	1972 Commercial (1)
388	1972 Commercial (2)
389	1978 Domestic
389	1978 Domestic Work Value (i)
389	1978 Overseas
390	1981 Domestic
390	1981 Domestic
390	1981 Domestic
391	1978 Domestic Work Value (ii)
391	1978 Domestic
391	1978 Domestic
391	1979 Overseas
392	1983 Domestic
392	1985 Domestic
392	1985 Domestic
393	1980 Aluminum
393	1681
393	1982 Alcoa
394	1981
394	1982
394	1983
394	1984
395	1979 Aluminum
395	1980 Award
395	1980 Award
395	1985
396	1965 Aluminum
396	1971
396	1974
396	1977
397	1969 TAB 5.30pm Case
397	1974
397	1977
398	1979

Box Number	File title/Contents
398	1981
398	1984
399	1982 TAB
399	1977 TAB
399	1972 Rubber & Plastic/Aluminum
400	1966
400	1966
400	1966
400	1969 (1968-1969)
401	1983
401	1983
401	1984
402	1981 (Including Tab Week)
402	1985 APS, Westgate Bridge
402	1986 Williamstown Naval Dockyard, Government Aircraft Factories Redundancy
403	1967 TAB
403	1972 TAB
403	1980 TAB
404	1980
404	1985
404	1985
405	FCU Victoria Amalgamation 1992-1993
405	National Rules 1990
405	FCU Federal Executive Statement of receipts & Payments July-October 1977
405	FCU Vic Agenda 33 rd State Conference 26/08/1984 (Sunday)
405	FCU Vic Report to National Council Canberra 1-4/11/1988
405	FCU Vic Report by Branch Secretary to 33 rd Annual Conference 1984
405	FCU Minutes National Council 1988
405	FCU Tasmania Report to National Council 11/1988
405	FCU WA Report to National Council 11/1988
405	FCU North Qld Report to National Council 11/1988
405	FCU Tax Report to National Council 11/1988
405	FCU NSW Report to National Council 11/1988
405	National Presidents Report to National Council 11/1988
405	National Presidents Address t to National Council 11/1988
405	National Secretaries Report to National Council 11/1988
405	Draft Budget 1988/1989 Report to National Council 11/1988
405	Supplementary Financial Report July-30 September 1988 Report to National Council 11/1988
405	Financial Report for 12 month June 1988
405	National Grants Accounts to 30/09/1988
405	Clearances Book 1964 - signatures
405	Annual tickets 1975/1976 - signatures
405	ASU Victorian C&A Branch Executive August 1994-May 1995
406	FCU Federal Council 1990 (M Foleys Files) (1st Council after change of leadership Vic Branch)
407	ASU Victorian MEU Branch Executive August 1994-May 1995
407	ASU APS Section Executive October 1994
407	ASU APS Section Executive 10/1994-3/1995
407	ASU APS Section Executive 5/1995-10/1995
407	ASU APS Section Executive 1996
407	ASU APS Section Executive 1993
407	ASU APS Section Executive 1994
407	ASU APS Section Executive 1992

Box Number	File title/Contents
408	Correspondence from APS Section DEET-Department Education, Employment & Training - 1992
408	APS Section Executive Correspondence 1992
408	APS Section Executive Correspondence Jan 1993
408	APS Section Executive Meeting 5/1993
408	ALP Vic – National Civic Council Materials Poor Photocopies 1970's-1980's
409	State Council Meetings 1989-1992 Branch Secretaries unmarked manilla folder working file. Change of administration, amalgamation plus formal documents, 2 folders
409	Budget 1992-1993
409	Major industrial campaigns - Restructure of Commercial Clerks Award, and Supplementary payments cases 1988-1992 with ACTU, & National office (supplements FCU national office industrial case material) (establishes 6 level structure used as basis of all clerical industrial awards)
410	Clerks Newsletters, - Vic Branch, Keynotes issues 1990-1992, Historic recruitment leaflet, handbooks, rules & standing orders booklets 1970's
410	Branch Executive 3/1995 – 10/1995
410	Draft Organiser guidelines 1989
410	Redundancy Agreements 1980-1990 2 folders.
	E N D