

Pages 2-10, 13, 25, 27 missing

NOTES & INSTRUCTIONS ON POLICE DUTIES.

ARMS.

Arms are not to be carried by the police when on police duty, except when ordered by the authorities.

ARMLETS.

Constables are to wear their armbands on all occasion when on duty, also at all places of Public amusement, and whether their services are paid for or not by private individuals, armbands are to be worn on the left arm on the wristband of the coat sleeve. They should not be washed with soda, which causes the colour to run.

BOOTS.

Boots are issued at the rate of a pair for six months service.

Capes.

GREAT COATS.

Great coats are issued every three years and are always to be worn on night duty. Constable should use their own discretion in the summer months to parade with great coats with or without tunics. No great coat is to be worn over Police clothes, except of the approved uniform pattern.

Gloves.

Black worsted gloves are supplied, they should be carried when on parade.

COMPLAINTS.

The statement of any person making a complaint against the police at the police station is to be taken down in writing, and submitted to the Chief Constable. The Complainant may be requested to sign the statement. Complaints against the police are to be personally investigated by the Chief Constable, who is to report to the Colonial Secretary. Grievances or causes of complaint by the police can at any time be laid

II.

FELONIES.

The word felony is applicable to all sorts of felonies, and may be used when not required to describe any particular sort, such as "Robbery", "Burglary", the word robbery is often improperly used when cases of felony of various kinds are meant. Robbery is the felonious taking of money or goods from a person, or in his presence, by violence or putting him in fear. The word is not to be used except in such cases.

FEMALES.

The police are not to idle or gossip with females in the streets or at the doors of houses. The police are not to interfere with persons speaking with females in the streets, unless annoyance or obstruction is caused.

FIRE.

Upon the alarm of fire the work bell will be rung rapidly, it becomes the duty of the Chief Constable and Police to immediately repair to the spot and render all assistance in their power. It is impossible to lay down any precise rule as to the special manner in which the Police who first arrive at a fire may be most usefully employed, but the great and principle object to be attained is the saving of life which may be in danger through the fire, and to affect this object the Constable is immediately to give alarm by blowing his whistle and rousing the inmates and neighbours. The next steps taken should be to give the alarm and send notice to the Chief Constable and Station for the Fire BELL to be rung. Until the arrival of the firemen the police are to exert themselves in every possible way for the rescue of persons in danger, and removal of property, conformably with the wishes of the proprietor, if desired the property may be conveyed to the Station.

The police are to clear the ground and street in the immediate vicinity of the fire, of persons not usefully employed, so that the work of the firemen may not be delayed. The police are not on any account to endeavour to control the work of the firemen, who are responsible to their Captain for the methods they adopt.

The police may also clear away any street in or near where a fire is burning. The Officer in Command is to use his own discretion for that purpose. The Chief Constable, or in his absence the next in Command is to collect, upon the spot all the information he can relative to the cause of the fire, which, together with the circumstances attending it, the conduct of the police, time they were employed, by whom the alarm was given, by the police or others, stating full particulars, and forward a report to the Colonial Secretary.

Chimneys on fire which require an engine to extinguish them, or were ~~the~~ of a dangerous character, are to be reported. Trifling cases where the fire is easily extinguished are not to be reported. FIRES have often been caused by persons carelessly, or wilfully throwing lighted matches or paper through openings, in trap doors, shutters, peat sheds, & etc, of premises where, straw, wood, or other inflammable articles are stored, so setting fire to the stack, causing great damage the police are to notice any such openings or defective doors, and warn occupants thereto pointing out danger, and are also to be on the alert to detect and apprehend any person seen to throw any lighted match or paper into premises, with a suspected wilful intent.

FIREARMS.

Firearms are not to be discharged in the Town of Stanley, or in the harbour, or towards the Town, when the shot would be likely to drop in Stanley to the danger of the Public. Attention is called to the Gun License Ordinance of 1908. Children under 14 are not permitted to have in their possession any firearms or ammunition, blank or

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FIREWORKS.

Fireworks are not to be discharged in the Town of Stanley, cases coming to the notice of the police are to be reported.

FISH ETC.

If the police observe any fish, meat, feed, or vegetables, apparently unfit for consumption sold or offered for sale by any person, the police are to report to the Medical Officer and Chief Constable. If hawkers of fish throw any refuse in the streets, the police are to summons the offenders.

Flying Kites.

The police are to prevent boys from flying kites in the streets, or playing at any games, where annoyance is caused, Children should be spoken to quietly, and not harshly, as some children are easily frightened, which is likely to cause a serious illness to weak children.

FOOTMARKES.

In cases the proof of comparison of footmarks has failed ~~upon~~ from the shoe, &c, being put on the mark, which was thus effaced, and the comparison inaccurately made. When it is desirable to ascertain whether the footmarks left at any place correspond with those of a suspected person, the boot or shoe &c, used to compare should not be laid upon the footmark, but a separate impression is to be made with the boot or shoe, which may be compared with the footmark, Care must be taken not to obliterate by walking over or near the footmarks required for comparison.

Footways.

Sliding on the footways to the danger of the public is forbidden, and if persons persist after being cautioned, they may be taken into custody,

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FUNERALS.

The police should attend any funeral of any distinguished person that takes place in Stanley, they are to attend in uniform, The police should also pay attention to private funerals to see that children and others do not cause annoyance.

FURIOUS DRIVING.

The police should report any case of furious driving or riding, which comes to their notice. Racing on horses or bicycles is not to be permitted in the streets, to the danger of the public.

GAMBLING.

Every person playing or betting by the way of wagering or gaming in ~~any~~ in any street, road, highway, or other open place, or in any place where the public have or are permitted to have access, at or with any table or instrument of gaming, or any coin, card, token, or other instrument or means of such wagering or gaming, at any game or pretended game of chance, may be convicted and punished.

GAMING.

Where there are grounds to believe that any place is used as a common gaming house, the Chief ^{Constable} is to state the same in writing to the Colonial Secretary, who will, if necessary, authorise in writing the Chief Constable and other Constables to be named, to enter such place by force, if necessary, and to take into custody all persons ~~any~~ ~~per~~ and seize all instruments of gaming found therein. The order for entry is to be executed as soon as possible, after it has been signed by the Secretary.

GOSSIPING.

The police on duty are strictly forbidden to gossip or idle with each other, or with any persons, especially females' servants at houses on their patrol.

GRATUITIES.

No gratuity is to be received by the police without the express permission of the Colonial Secretary.

GREEK FIRE.

Should any case come to the knowledge of the police in which Greek Fire has been used as an incendiary agent, or any cans or vessels supposed to contain Nitro-Glycerine be found under suspicious circumstances, or other reasons appear, which justify the police taking possession of them, they are to be treated in the same manner as directed below.

"Nitro Glycerine is not applied as an incendiary agent, and if

"used as an explosive will not be scattered loosely about

"but will be employed in cans or other closed vessels. if it

"should be discovered, it should be carefully removed, some

"heavy body attached to it should be thrown into deep water,

"no attempt should be made to open it.

"True Greek Fire is simply a solid highly combustible composition

"very similar to Carcass Composition. What is now commonly

"called Greek Fire consist of a solution of phosphorus, or of

"sulphur and phosphorus, in a very volatile liquid, the bi-sulphide

"of carbon, to which occasionally some mineral oil is added

"with the view to increasing ~~xxx~~ its incendiary powers. when this

"liquid is thrown on to any surface exposed to the air, the

"solvent evaporates, leaving the film of the phosphorus or

"sulphide of phosphorus, which will then inflame spontaneously,

"but will not very readily set fire to wood or combustible

"materials.

"The proper mode of extinguishing the flames produced by such

"an incendiary agent is to throw upon the burning surface a

"quantity of wet or damp sand, ashes, sawdust, lime or other power,

"or wet sacking or carpeting, any material in short by which

"the flame can be stifled by exclusion of air. No attempt

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"No attempt should be made to remove the covering for some time
"after the flame has been extinguished. The place should afterwards
"be thoroughly scoured by playing upon it for some time by a
"powerful jet of water.

"Should any scattered liquid be discovered which has not become
"inflamed, it should be washed away as above directed as quickly as
"possible, and if a jet of water is not at hand it should be covered
"in from the air by the means of the material named above.

Should any package or vessel, supposed to, contain Greek Fire come
into the hands of the police at any time, or any explosive or inflam-
-mable substance, it is to be carried by hand to the nearest police
station or to the nearest convenient place, and to be kept there until
a report is made, and some competent person has examined it, and no
attempt to open it is to be made by the police without authority.

If the packet or the vessel is too large to be carried by hand, it is
to, be removed on a stretcher, and carried as quietly as possible.

Gunpowder.

If the police discover any person keeping large quantities of gunpowder
in improper places, or suspected to have large quantity stowed in
dwelling houses, they are to report immediately to the Chief Constable.
It is a punishable offence to smoke, or have matches, or a fire in
any boat containing gunpowder, or near large quantities.

HAIR.

The Police are permitted to wear beards and moustaches. The Police are
to have their beards and hair properly cut, so as to appear smart.

Handcuffs.

Handcuff are supplied to every Constable. The Police on day duty should
not carry them, they are not to be used except in cases of necessity,
when a prisoner is desperate, or like to attempt to escape when being
conveyed anywhere, and on authority. A Constable who is conveying more
than one prisoner, in cases where it is necessary to do so, should

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should handcuf the remainder at his own discretion,as he is responsible that they do not escape.

INDECENT OFFENCES

The Police are not to conceal themselves for the purpose of watching persons supposed to be about to commit indecent offences, but are to interfere immediately in any case in which an act is done to justify it without waiting for a more serious offence to be committed.

Charges of indecently exposing the person are not to be lightly made, especially if it is supposed that there is no improper intent.

INFORMATION.

When a person calls at the Police Station to give information respecting persons missing, property lost, or stolen, &c particulars are to be taken down and a report sent to the Chief Constable.

INSANE PERSONS. The Police are to apprehend and take before a Magistrate any person who is evidently insane, who is found wandering in the streets, and not under proper control. If the Police are called upon to take in to custody an insane person under the control of friends they are not to do so, but to refer them to the Colonial Secretary, or Colonial Surgeon. If an insane person becomes violent, and likely to injure himself or his friends, the Police may resist in restraining him, until the proper authorities are communicated with.

KEYS,

The Police are forbidden to have in their possession, or to receive ~~from~~ from any other person, any skeleton or other key, without the permission of the Colonial Secretary.

LAMPS.

The Police are to notice and report on the state of the Public street lamps, and if out of repair and not properly lighted and cleaned, the situation and particulars are to be reported. Information is to be given to the proper authorities who have control of the street lamps.

18.

A lantern is supplied for the use of the Constable on night duty when the nights are ~~dark~~ dark, care should be taken to keep the lamp clean and in working ~~good~~ order, it should be kept concealed as much as possible by the Constable using it, so as not to expose his position. It should not be exposed suddenly on persons travelling on horse back on dark nights as it is likely to frighten a horse, and cause an accident.

LEAVE.

Applications for leave should be sent to the Chief Constable, who will forward them to the Colonial Secretary for approval. Constables going for walks &c outside the Town should inform the Chief Constable and state time they are likely to be away. No Constable should arrange to change duties without obtaining the permission of the Chief Constable.

LEGAL PROCEEDINGS.

Legal proceedings are not to be taken by the Police without the Colonial Secretary's sanction being first obtained.

LINEN LEFT TO DRY. GOODS EXPOSED.

With a view, as far as possible, ^{to prevent} the larcenies which are so frequent of linen left to dry and goods exposed, the Constables are to call at the houses of all persons having wet linen in their gardens or having goods exposed and offering temptation to thieves, and caution them of the risks they run of having them stolen. All such cautions are to be entered in the Constables note book, with names &c, which entries are to be examined by the Chief Constable. Larcenies from places where no such caution has been given are to be reported by the Chief Constable to the Colonial Secretary.

MEDALS.

When any military ~~medal~~ ^{clerk} or naval medal comes into the hands of the police it is to be handed over to the Colonial Secretary. ~~Police may not~~ wear medals with the permission of the Colonial Secretary.

18.

Medical Aid.

In the cases ~~of~~ of casualties occurin to persons in the streets, such as accidents or sudden illness, the Police are to take the person to the Station, or hospital.

Persons brought to the Police station and suffering injuries, and charged with offences, or the se who are in custody, are taken ill, the Colonial Surgeon is to be sent for.

When the Colonial Surgeon is called by the Police to the Station, or attends elsewhere to visit a person ~~in~~ suffering from injuries or severe illness, he is to be asked by the Officer at the Police Station, or the Constable present, for direction as to the necessity for removing the individual to the hospital, or some other place.

MEETINGS.

The Police are not to interfere with persons attending meetings unless ordered to do so by some authorised person.

Missiles. Thrown .

The attention of the Police is called to the dangerous practice of boys throwing stones, discharging sharp pointed arrows, or playing the game of "Cat", in the Public streets, to the danger of passengers and injury to property, and, if necessary, the law is to be enforced. Missiles of any kind are not to be thrown by a catapult, or by other means, to the damage or danger of other persons. The Police should not interfere with persons playing at the game called "Cockshies", unless it is played in a thoroughfare whereby obstruction is caused, or danger to the inhabitants or passengers.

MONEY.

Anyone in the Police borrowing money from a Publican or beer house keeper is liable to be dismissed. Superior Officer borrowing money from anyone below him in rank is liable to be dismissed. Anyone lending money to his superior is to appear before the Colonial Secretary to answer for his misconduct.

MORNING REPORT.

The morning report is to contain an accurate particulars of all occurrences, accidents, fires, felonies, offences of a serious nature, description of all articles of value lost or found and result of inquests, &c, which have occurred during the previous twentyfour hours, also notices from the Police of their intention to resign, particulars of cases of misconduct against the Police.

Crimes are not to be stated of a lower degree than the circumstances and whenever there is a doubt, as, for instance, whether the case be a burglary or a larceny only in a dwelling house, &c, the crime is to be stated as burglary, or other offence of the highest degree.

A case in which suspicion is only attached to some person as having committed an offence it is not to be designated "Larceny by Servant", "Larceny by Ledger", &c, but "Larceny supposed by Servant", "Larceny supposed by Ledger", &c, as the case may be.

In reporting offences on the morning reports the following rule is to be observed, for the order in which the circumstances of the report are to stand, viz:-

1. The hour.
2. Name and address of the occupier or proprietor.
3. The circumstance and manner.
4. The property stolen in articles in succession, allowing a line for each article, to be also numbered.
5. Remarks in explanation.
6. Constable on Patrol.
7. Officer or Constables employed to trace.
8. Whether any blame is attributed to the Police.
9. In the margin. Nature of the offence, Estimated value of the property stolen "in red ink", and whether in cases where it is necessary warrants have been obtained.

Any additional circumstances subsequently coming to the knowledge of the Police are to be entered on the Morning report, with a reference to the dates of the former reports.

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MR.

The prefix "Mr", is not to be used to the ranks of the Police in returns or reports, or in addressing letters.

MURDER.

When murder has been committed the Officer available on the spot is to take immediate steps, and to make all possible inquiries to apprehend the perpetrator, and obtain all formation for the Coroner and Magistrate.

NEWSPAPERS.

The Police are not give any enformation whatever to persons connected with newspapers, or local magazines relative to duties to be performed or orders received, or to communicate in any manner, without the consent of the Colonial Secretary.

NUISANCES.

Attention is to be directed to drains neglected, where dead animals are found lying, or where an accumulation of decayed vegetables, offal, or filth is collected or laid, or any other matter that may become a Public nuisance, a report should be sent to the Chief Constable.

OATH, nature of.

The following extracts, by the Hon, and Rev, S.G. OSBORNE, are given for the information and guidance of the Police, and their serious attention is called to them.

It appears somewhat extraordinary that ~~the~~ teaching "the nature of an oath", forms no part of our general system of education; but a little experience in our courts of justice will convince any careful observer, that whilst it is acknowledged to be highly *important* that men should understand what they really do when they are sworn to their evidence, there is ~~nothing~~ *nothing* commoner than to find the grossest ignorance on the subject.

It is your duty when called upon by a Magistrate, or anyone in authority over you, to give evidence for or against a fellow

creatures, whether to clear the innocent or to convict the guilty.

A person about to be sworn, if a Protestant or Roman Catholic, takes the Bible or Testament in his right hand and attentively listens to the terms of the oath he is about to take, he then shows his willingness to fulfil them by pressing the book to his lips, having first repeated the words, "So help me God".

Jews are sworn on a ^{Testament} Hebrew according to their formula of their faith.

The person addressed is called upon to swear "that in the matter in question he will speak the truth, the whole truth, and nothing but the truth, so help him God."

By saying "So help me God" I solemnly declare, that as I stand before God, and rely on him in all things, I will endeavour to speak that only which is true. I press the book to my lips or kiss it to show my love for it, and my desire that every word that passes my lips may be true as that book is true. By speaking "the truth" I am required to state what I really saw, heard, or did in the matter upon which I am being examined. By speaking "the truth" it means that I am to keep nothing back of that which I am called upon to prove, I am to state all I saw, heard, or did in the matter upon which I am examined, without any concealment, without any regard to the effect of my speaking, may have on any person concerned in it. By speaking "nothing but the truth" it means that I am not to add anything to that which I state to be the fact, because I may have reasons to think it true when I do not know actually to be so. I am equally bound to speak the truth at all times, whether I am sworn or not. Men are required to swear to their evidence in a court of justice because it is thought right to remind them thus solemnly that they are about to speak in the presence of God, that they may be more cautious, lest their feelings lead them to say that which is untrue, or to keep back any part of the truth.

Because justice seems to require, in matters which lives, character or

character or property of our fellow creatures, may depend upon the truth of the evidence given, that every allowable means should be used to remind the witness, that though he may deceive an earthly Magistrate or Judge, he will, one day, have to answer to the great Judge of Heaven and earth as to the truth of what he has deliberately called on him to witness. Man could not dwell in any safety from the malice or violence of the wicked, if the guilty, when detected, were not proved to be so, the innocent, when wrongly accused, acquitted of the guilt imputed to them. In either case if I give false evidence I sin against my fellow creatures, for I either try to protect the guilty from the punishment they deserve, or to allow the innocent to suffer wrongfully when I ~~give evidence~~ am giving evidence on which may depend the proof of the guilt or innocence of a fellow creature, that I may be able to speak without malice, and without deceit, the truth, the whole truth, and nothing but the truth.

That you may give evidence with the perfect truth, and with satisfaction to yourself, you should endeavour, before you go into court, to bring clearly to your recollection all the circumstances of the case in which you are about to be examined, so far as you were or in any way concerned in it. When you are sworn think well on each question before you, commence to answer it. If you do not clearly understand a question say so at once, and the Judge will cause it to be explained to you. Never be in a hurry to answer, but take your time to consider what is the real truth in the matter required of you. When you feel you have spoken the truth, adhere to it, do not be induced to go back from it. Every witness is liable to what is called cross examination, that is, to have questions put to him calculated to draw answers ~~by~~ that may contradict, or qualify, more or less what he stated on his first examination. In cross-examination it is customary seriously to remind the witness that he is on his oath, it is urged on him that he may have been mistaken in what he said, or that he may have misunderstood the question put to him, on his former examination.

Great pains and great skill "strange to say" are often taken to confuse a witness, particularly as to the points of time, or the identity of the person he may have sworn to.

Now let me advise you to look at this species of examination in its true light, consider it as a means under the sanction of the laws of your country to ascertain, as far as possible, the real weight to be attached to the evidence of a witness under examination. Some men, it is known, do not sufficiently regard the sanctity of an oath, and others, through malice, or for the sake of gain, will purposely give false evidence, or to gain some end they have in view, they will withhold some part of what they know, this has made it expedient, that a witness, after having stated the facts to which he is on his first examination called on to swear, should then have his knowledge of every such fact and his motive in giving evidence thoroughly sifted and this is generally done by Counsel, persons skilled from practice in discovering where a witness may be suspected to speak from actual knowledge, and where he may be suspected to speak that which is false, from some improper motive, or where, from carelessness or misunderstanding, he may have stated that which, on further consideration, he will acknowledge not to be the fact.

Now if you are really desirous to speak the truth, and if you will determine to weigh well each answer before you give it, being cautious never to speak positively to dates or persons unless you are positive of them, if you have well considered how solemn a thing an oath is, and are resolved to give your evidence without any malice against others, or desire to screen or benefit yourself, you have nothing to fear in cross examination, for it will only prove your former evidence to have been truly and carefully given, and from no other motive than a desire honestly to do your duty before God and before man. A person who wilfully says upon oath that which is untrue commits perjury, and is liable to severe punishment on indictment.

The Chief Constable is to make an entry in the Occurrence Book in red ink of the hours he visits the Station, under the proper date. Any Occurrence of an unusual nature is to be reported immediately to the Chief Constable, who, will if necessary, immediately inform the Colonial Secretary and Magistrate.

ORANGE PEEL. ~~THE~~

The Police are to remove pieces of orange peel when seen lying about on which a person might slip, whereby liable to cause an nasty accident.

PAY.

The salaries of the Police are drawn monthly on a voucher prepared by the Chief Constable. All the Police are to attend for their Pay together, and to be mustered by the Chief Constable, who is to see them paid when all is correct dismissing them, Constables absent and unable to attend through duty &c, may have their pay drawn by the Chief Constable, or other Constables, who is to inform the Chief Constable, who will inform the Treasurer, Permits should be held by persons wishing to draw the pay of another.

Police Absent.

When any of the Police are absent more than twentyfour^{hours}, without permission they are to be suspended.

POLICE COURTS.

The Police are to observe the utmost attention and respect towards Police Magistrates at all times. The Police are not to enter into conversation with or to make statements, except as evidence or respecting a case under investigation. The Police concerned in cases for hearing at a Police Court are to be punctual in attendance at the hour for transacting business, properly dressed, clean and neat in appearance. The Police are not to answer questions of prisoners or witnesses as to the name of the presiding Magistrate at the Court who will adjudicate their cases.

When a person is brought to the Police Station on a charge of Felony, the Officer on duty is not to suffer any statement in the ~~the~~ nature of a confession to be extracted from the person charged, either by the Police or any other person, Should any private individual attempt such a course it is to be reported. Prisoners are not to be cautioned by the Police that any statement they make will be given in evidence against them. Any promise or inducement held out to a prisoner by which he makes a statement to a constable or other person in authority, or to a person directly injured by the crime, renders the statement inadmissible as evidence against him. Any confession or statement, however, made by the accused to the Constable or other person in authority, ~~XXXXXXXXXXXXXXXXXXXX~~ without such promise or inducement,-- or to any person not in authority under such promise or threat,-- is admissible as evidence against him, but a Constable is not to caution or to lead a prisoner to say anything, although it is permitted him to question him, this, however, it is better in general should not be done. Any fact discovered in consequence of information obtained by a threat, promise, or inducement, may be given in evidence. A statement made by a prisoner when charged at the Station is to be accurately written down at the time by the Officer on duty, and reported to the Magistrate who hears the case. Prisoners charged with felony are to be searched with a view to discovering anything on them bearing on the charge. Persons suspected of having or conveying in any manner, anything stolen or unlawfully obtained may be searched. Prisoners insensible from drunkenness illness, or other cause may be searched for the safe custody of their property and its return to them. Prisoners who are drunk and riotous, or known, or suspected to be dangerous, are to be searched for the purpose of depriving them of arms or weapons by which they might make their escape, or inflict injury on themselves or those about them.

Except in the cases before mentioned, prisoners are not to be searched for letters, papers, or evidence in support of a charge. When prisoners are searched it is to be done so effectually that all instruments or articles of property, which they ought not to retain, may be taken from them. When prisoners are not searched, the officer taking the charge is to advise them to leave in his hands any article or property in their possession, for which a receipt enumerating each article is to be given to the prisoner, to whom it is to be returned when the charge is disposed of. In all such cases an entry is to be made in the Occurrence book, stating the names of the prisoners, the particulars of each article handed to the Police, and the number of the charge sheet on which the charge is entered. When prisoners are searched, every article taken from them is to be distinctly called out by one of the Police, and the particulars are to be entered on the charge sheet by the Officer taking the charge. The amounts of notes, gold, silver, and copper monies are to be stated separately. The Chief Constable and Constable present will be held responsible for any loss that may happen through neglect or irregularity. When prisoners are searched before arriving at the Police Station, every article taken from them is to be immediately handed, on arrival at the station, to the Officer on duty, who is to see the particulars entered on the charge sheet. Female prisoners charged with any offence for which they should be searched are to be searched by a female appointed for that purpose. The Officer attending the Police Court with charges are to enter in the prisoners property book, when at the Station, and previous to going to the Court, the particular of all articles described on the charge sheet, and after cases are disposed of by the Magistrate, if the property is to be given up to the persons who were charged, every article is to be delivered to them, and a receipt taken. If the property is to be detained by the Police, by order of the Magistrate, an entry, stating the particulars is to be made in the proper column, the prisoners property book is always to be taken to the Police Court.

stating particulars is to be made in the proper column. The prisoners property book is to be taken to the police court with charge sheets when property has been taken from prisoners. Property taken from prisoners is not to be returned to them until the decision of Magistrate is known. Property relating to a charge, which is found and brought to the Police Station subsequent to a charge being entered is to be accurately described in the Prisoners's Property book, with a reference to the charge sheet and a former entry, if any, made in the book. When property relating to a charge is given up to the owner by order of a Magistrate, or Colonial Secretary, a receipt is to be taken in the proper column of the Prisoners's Property Book. Prisoners charged with indecent offences, or attempting to extort money by ~~xxxxxxx~~ threats respecting unnatural crimes, are to be confined in separate cells and not placed with other prisoners. No conversation is to be allowed between any person in custody and any Police Officer concerning a charge, or on any other subject. When prisoners are removed from Police Station a sufficient number of Constables are to attend, so that all prisoners may be taken in a safe and orderly manner before the Magistrate. In no case is a constable to be placed in charge of more than two prisoners. Each Constable must know before he quits the Police Station, what prisoners are given in charge to him, and for them he is to be responsible until they are disposed of by the Magistrate.

PROPERTY.

All articles of property found by the Police, or given to them by the finder, are to be handed by them to the Chief Constable, and full ~~particulars~~ particulars are to be entered in the Occurrence Book, and the entry is to be signed by the Officer and the Person who gives in the property. Property found by persons may after the Colonial Secretary's authority has been obtained, be delivered up to the finder on application on the expiration of three months. Police are not to interfere in any case of dispute as to the ownership of property seized under legal process.

PROSTITUTES.

Prostitutes cannot be legally taken into custody, simply because they are prostitutes, to justify their apprehension they must commit some distinct act which is an offence against the law. The Police have no power to interfere with a man and woman talking together in a street, so long as they behave themselves properly, and are not assembled together in such numbers as actually to cause obstruction, but if it is absolutely necessary to interfere, then it is to be done civilly and firmly, without any offensive manner or language.

PUBLIC HOUSES.

Any person shall be liable to a fine not exceeding forty shillings who within the town of Stanley

~~If any person shall be drunk in Stanley,~~ he shall pay on conviction, for the first offence, five shillings; Upon the second offence, a sum ~~not~~ not exceeding twenty shillings; and upon any subsequent conviction, a sum not exceeding two pounds.

~~XXXXXX~~ Note, - Under this section the person found drunk is to be

summoned; not apprehended, unless his name and address be unknown to the Constable, or unless he is incapable of taking care of himself.

Any person who in any highway or other public place, whether a building or not, is guilty, while drunk, of riotous or disorderly behaviour, or is drunk while in charge of any cart, horse, cattle, or in ~~the~~ the possession of any fire arms, or weapon, may be apprehended.

The Police are to enter Licensed houses when required to do so by any Licensed person, his agent or servant, and are to act therein in the execution of their duty accordingly, such as when called upon to expell any person who refuses to leave any Licensed premises, being under the influence of drink, and requested to do so by the owner, his agent or servant, The Police should not enter any Licensed House

except when required to do so, or when suspicion is entertained that irregularities are being carried on inside the ~~Premises~~ premises,

They should also keep observation for preventing persons being supplied with drink, who are intoxicated, or prohibited from obtaining drink, and report all cases of Persons in charge of Licensed Premises permitting drunkenness on their premises. Arrangements should be made for the Police to visit Licensed houses to see that their Liquor returns are kept up to date. A Constable is to take into custody any person charged with committing, and whom he shall find committing a breach of the peace, or charged with so conducting himself, and whom he shall find so conducting himself, as to give good ~~day~~ cause for suspecting that he is about to commit a breach of the peace, or who being drunk, violent, quarrelsome, or disorderly, shall commit a breach of the peace in resisting the attempt of the Constable to eject him from the house.

The right of entry into any Licensed Premises is not to be demanded or acted on unless the Constable has reasonable grounds for believing that a violation of the law is at the time going on within the place. And in all cases in which he can, without inconvenient delay, resort to a superior officer, a constable is not to enter a Public House except by the direction of or in company with such superior officer.

All Licensed Houses are to be closed by ~~then~~ 10 P.M. and when Police patrol at that time to see all is correct, they should arrange to commence at different houses, not sticking to a regular patrol.

Attention of the Police is called to:-

any person shall be liable to a fine not exceeding Five Pounds, who shall keep any house, shop, room or place of public resort wherein provisions, liquor, coffee, or refreshments of any kind shall be sold or consumed "whether the same shall be kept or retailed therein or procured elsewhere" who shall wilfully or knowingly permit drunkenness or other disorderly conduct therein and it shall be lawful for any

Justice or Constable to enter and search any part of such premises at any hour, and any person who shall obstruct or use any abusive language or conduct to any such Justice or constable may be arrested.

It shall be lawful for any Constable to enter upon any premises where liquor is kept or stored for the purposes of sale and take samples of any such liquor to be tested, and any person refusing so to furnish liquor required with this object or may interfere with, impede, or obstruct the officer in the discharge of this duty shall be liable to a penalty for each offence not exceeding \$50.

When patrolling the Town the Police should turn boys and youths away from the vicinity of all Licensed houses, they should be prevented ^{them} from lounging at the corners and outside such places.

Any Constable having suspicions that any Public House is being used for the sale of Liquor during the prohibited hours, should immediately inform the chief constable who will arrange to enter the place.

Every Licensed Publican shall keep a lamp with white light affixed over the door of his premises or within twenty feet thereof, lighted during the whole of every night from sunset to sunrise and every person who acts in contravention or fails to comply with the provisions of this section shall forfeit and pay for each offence a penalty not exceeding forty shillings. Every Licensed Publican is required to provide suitable accommodation with bed and board for at least one traveller, under a penalty of \$5. for each default. It is unlawful for any gaming, betting, raffle or lottery to be carried on in Licensed Premises.

PUBLIC JETTY

The Police should keep boys and children off the Public Jetty as far as practicable, especially on Mail Days and when cargo is being landed. The same authority is extended for the clearing of this Jetty as to Dockyard Jetty, that is, When necessary, the Collector of Customs or the Harbourmaster, or any Custom Officer or Constable may clear the

Public Jetty, persons refusing to comply with the request to leave, may be arrested. Police should inspect the Public Jetty and report to the Chief Constable when any planks etc are missing, also looking to the Lifebouy there, see that it is not used for improper purposes, The Police should endeavour to keep boys from playing in the yards and on the Jetties belonging to the Falkland Island Company.

RELIEFS.

Constables are to relieve one and other at the Police Station, they should come on duty at all times properly dressed, when parading for night duty they are to wear their great coats, truncheons, hand cuffs, and lanterns when required. When any Constable is unable to carry on, or come on duty in his proper turn he is to immediately inform the Chief Constable who will detail a relief to take his place at once. Constables are not to relieve or be relieved out of their proper turns without the authority of the Chief Constable.

REPORTS.

In all reports to the Chief Constable a margin of one-third of the paper is to be left blank for observations or directions. Reports are to be properly dated, correctly written, and kept clean.

REQUISITIONS.

Requisitions for any stores for cleaning the Police Station, or any other use of the Police are to be sent to the Chief Constable.

RESIGNATIONS.

When any of the Police wish to give notice of resignation, the notice is to be sent in with the morning report, through the Chief Constable.

SALUTING.

The Police are to salute every member of the Council, also all Government Officials, care should be taken to pay proper respects to all Officers ~~of~~ of the Army and Navy who may visit the Islands. Foreign Officials and Consuls, and representatives of any Government who visit the Islands are to be saluted. The salute is to be given

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as follows, "When about three paces in front or passing, half turn the head towards the person being saluted, at the same time bring the hand smartly up, tips of the fingers touching the peak of the cap back of the hand to the rear, top of the arm at right angles to the body, when one pace clear return the hand smartly to the side, "when saluting the hand that is ~~far~~ on the off side of the person being saluted should be used, this is only when passing, If a Constable should happen to be mounted he should turn and face the Official ~~Passi~~ ^{halts and} passing, except for the "Governor" when the Constable should ^{halts and} turn and face, when fell in the Police are not to salute, but come to attention, the superior officer present should give the order, They should not salute when attending Ceremonies, or Drawing Rooms, but stand to attention, they should never uncover their heads,

The salute is to be acknowledged and returned by the Superior Officer.

SERVANTS.

The Police are to notice and report irregularities of servants in improperly admitting persons into or letting them out of their masters houses at unseasonable hours,

Sick.

If the Police are not capable of performing all their requisite duties according to their rank, they are to be returned as sick, and are to be seen by the Colonial Surgeon. Constables are to send and inform the ~~the~~ Chief Constable when they are placed on the sick list.

SLANG TERMS.

Members of the Police force, when intimating to individuals the necessity of taking them into custody, should not make use of slang expressions such as they "would run them in". It can not be too strongly pointed out to the Police the absolute necessity - if they wish to remain intact - of abstaining from the use of such language. The Police should remember that they are the only persons in the community to whom the power of arrest is entrusted, and that it is

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A power that must be carefully and gravely exercised. An intimation to any person breaking the law that it will be necessary to take him into custody is surely more becoming to an officer of Police, and less likely to provoke recrimination, than the use of vulgar slang. It is to be clearly understood that the use of slang by the Police in execution of their duty will be severely punished.

Special~~s~~ Duties.

When any of the Police are required for special duty, an application is to be made to the Chief Constable. No payment is to be received by any of the Police for any special duty, without sanction of the Colonial Secretary.

STATION.

Strict order, discipline, and cleanliness is to be observed at the Police Station. Irregularities, noises, or disturbances by prisoners or others within or in the neighbourhood of the Station, are to be avoided as much as possible, so as to prevent annoyance to the inhabitants. Persons coming in a proper manner to the door of the Police Station are to be admitted without inquiry as to the nature of their business if they state they wish to see the Chief Constable or Sergeant. Persons not connected with the Police are not to be permitted to remain at a Police Station longer than absolutely necessary for their business to be completed.

STATIONARY.

Requisitions for Stationary are to be sent to the Chief Constable.

STORES.

Police on duty are not to enter Stores unless compelled to do so. they should not remain longer than is necessary.

Stretcher,

Stretchers are supplied to the Police Station and they should be used to convey person who have been injured, or are incapable of walking to the Station or elsewhere, after being used they are to be carefully cleaned. Violent prisoners can be strapped down and conveyed to the Station safely.

Suicides, Attempted.

Persons who attempt to commit suicide are to be apprehended and charged with the offence. If at the time of apprehension an injury has been inflicted medical aid is to be obtained, or the person is to be conveyed to the hospital, according to the circumstances of the case. If the person cannot be charge and moved on medical grounds they are to be kept under the observation of the Police as may be necessary to prevent their escape, and they are to be charge when sufficiently recovered.

Summonses.

In no case is an application for a summons to be made by any member of the Police without its first being approved of/ by the Chief Constable. Who is to sent any remark with it he may have for the information of the Magistrate.

SUSPECTED PERSONS.

The Police are ~~x~~ not to make charges or imputations against the character of anyone, unless they have sufficient knowledge of the person concerned to justify them doing so.

SUSPENDED.

In serious cases of misconduct by the Police the Chief Constable may suspend the offender if he thinks it necessary, and he is to report immediately in writing to the Colonial Secretary.

TEMPTER.

A perfect command of temper is absolutely indispensable in the proper discharge of Police duties. A constable must ~~not allow himself to be moved or excited by any language or threats, however insolent, the cooler he keeps the more power he will have over his assailant. Idle or silly remarks are unworthy of notice, and if the person making them sees that they have no effect on the Constable they will soon leave off. Forbearance and moderation will always be understood and appreciated by the Public, and the Magistrate, also the authorities.~~

TRUNCHEONS.

A Truncheon is supplied to each constable. If truncheons are lost or damaged through carelessness the value is to be assessed, and the amount paid by the man in default. The truncheons are supplied to the Police to enable them to protect themselves if violently attacked. If a constable is likely to be overpowered he may draw his truncheon and use it taking care to avoid striking anyone on the head.

The arms and legs should be aimed at to disable a prisoner, as parts of the frame least likely to suffer serious injury. The use of the truncheon is not to be resorted to except in extreme cases, where all other attempts have failed, and a prisoner is likely to escape through the constable being ill used or overpowered.

Uninhabited houses.

Particular attention is to be paid to uninhabited houses, which thieves may enter, and steal the fittings.

Urinals.

Police should keep boys away from, and playing in Urinals.

VOLUNTEERS.

The Police are not to be on duty when Volunteers meet for drill or otherwise, unless the permission of the Colonial Secretary has been ~~asked~~ obtained.

WARRANTS.

When a warrant is received by a constable he is to deliver the same to the Chief Constable, who is to appoint, by endorsement thereon, one or more Constables to execute the same.

When the police are entering a house to execute a warrant, they are to produce the warrant on being requested by the owner of the house to do so.

WHARVES. Where passengers may embark.

All passengers from and going to the Mail Boats, or other ship in harbour are to land and embark at the Public Jetty, north of Philomel Street, unless permission has been obtained to land elsewhere.

This will not apply to the local mail steamer, when alongside the Companies Jetties and embarking passengers ~~XXXXXXX~~ for the West Falklands. All ~~xxxxxxx~~ luggage from the Mail is to be landed at the Public Jetty, and examined by the Police if a passenger has no pass. As the Police are custom officers under the Ordinance they should keep a strict lookout for any smuggling or attempts to cheat the revenue of the Colony. According to some high authorities and able men in the matter of the law, the police are quite within rights in applying for a case against any offender of the laws of a country, if the persons entrusted to see the particular law carried into execution, fail to do so.

WHISTLES.

The Police are provided with whistles which are to ~~xxxxxxx~~ to be blown, in the case of fire, or when assistance is required. A whistle is not to be used except, ^{when} in the case of extreme and urgent assistance is required. The whistle is to be carried in the left hand breast pocket on the Patrol Jackets, the hook of the chain being inserted in the second button hole. If a whistle is lost or damaged through carelessness its value is to be assessed and the man in fault to pay for it. To assemble the Police at the Police Station a whistle may be blown at the Station door.

WINDOWS.

If the windows of any building are left open or improperly secured, the Police, ^{ack} take note of the fact, if it is the Government Buildings, such as the Treasury or Post Office the Police should inform the head of that department. A report is to be made in the Occurrence book of the particulars of every case.