

CHAPTER 83.

PRISONS.

List of Subsidiary Legislation.

1. Establishment of Prisons.
2. The Prison Rules.
3. The Fine Fund Regulations.
4. Rules: Uniform and Drilling of Prison Officers.

ESTABLISHMENT OF PRISONS

under sections 3 (2), 4 (2) and 5 (2) of the Ordinance.

The Governor has established the following—

Convict prison—

O. in C.
1st Dec.,
1939.

The buildings at Mazaruni, Essequibo, which are known as the Penal Settlement.

Joint prisons—

O. in C.
27th May,
1927.

(1) The Georgetown Gaol situate at lot 12, Camp Street, in the City of Georgetown.

O. in C.
21st Oct.,
1929.

(2) The New Amsterdam Gaol situate at Penitentiary Walk in the Town of New Amsterdam.

Ordinary prisons—

O. in C.
2nd Oct.,
1923.

(1) The prison at Kamakusa in the Mazaruni Diamond Fields.

O. in C.
3 of 1952.

(2) The place of confinement situate at Lethem in the Rupununi District.

O. in C.
4 of 1952.

(3) The place of confinement situate at Mabaruma in the North West District.

RULES

made by the Governor under section 82 on the 26th May, 1913, and amended on the 23rd August, 1917, the 20th August, 1925, the 20th February, 1929, and the 11th July, 1938.

THE PRISON RULES.

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PART I.—RULES FOR THE GOVERNMENT OF THE JOINT PRISON
AT MAZARUNI.*Section I.—General Rules.*

1. Every prisoner shall be confined, except when at associated labour, in a separate cell by himself.

2. He shall be compelled to observe the utmost cleanliness in his person and cell.

3. An adequate number of solitary cells shall be provided for the punishment of prisoners guilty of breaches of prison discipline.

4. An infirmary, properly furnished with every requisite, shall be provided for sick prisoners.

5. There shall be a chapel or room for the proper celebration of Divine Service.

6. Gaming of every kind is most strictly prohibited in the prison, and the officers shall seize and destroy all cards, dice, or other implements of gaming introduced, or which may be attempted to be introduced into the prison.

7. No tools, ladders, or implements of any kind whatever, likely to facilitate escape, shall be left exposed after working hours.

Schedule A.

8. The rules named in Schedule A hereto shall be read and explained to every prisoner on his reception at the penal settlement by the assistant keeper, or other prison officer as may be ordered by the keeper.

9. Every cell shall be provided with a night bucket and dry earth, and with a pail. The corridors and other parts of the prison shall be cleaned out every morning by such of the convicts or criminal prisoners as shall be ordered to do that duty.

10. All conversation and all signs or signals between prisoners in cells or out at work are strictly prohibited.

11. No prisoner shall be allowed to send or receive any letter or parcel, except in accordance with the rules hereinafter contained, and every letter or parcel shall be subject to previous inspection by the keeper, who shall read and initial all letters before they are delivered to the prisoner.

12. No prisoner shall be employed in the service of any officer of the prison.

13. Every prisoner whose term of imprisonment expires on a Sunday, Christmas Day, or Good Friday shall be sent to Georgetown in time to be discharged on the day next preceding. If Christmas Day falls on a Monday then on the preceding Saturday.

14. No prisoner shall be discharged while sick except on his own demand, nor then unless the medical officer certifies in his journal that he may be discharged with safety.

15. All cells shall be closed for the night at six o'clock.

16. Lights shall be kept burning at night in every corridor.

17. An inquest shall be held on the body of every prisoner dying within the boundaries of the penal settlement, but no officer of the prison shall act as coroner, or serve on the coroner's jury.

18. All store rooms or other places used for stores shall be legibly described as such, and each description of stores in such store room or place shall be kept therein in the reception set apart for the purpose labelled with the general nature of their contents.

19. Each place or receptacle for stores shall be labelled or painted with the name of the stores to be placed therein, and no stores shall, under any circumstances, be kept or put in any other place than that duly provided for the same.

20. All stores on receipt into the prison shall at once be taken in charge by the clerk and issuer, or in his absence by the prison officer acting on his behalf, and shall immediately be marked with the Government mark, if capable of being marked.

21. (1) All textile fabrics, except blankets, shall be marked as follows—

Every yard of length with the broad arrow, one-third of the total width of the material from the edge, and no two marks to be consecutively one-third from the same edge.

(2) Blankets shall be marked with three broad arrows in the form of a triangle, two of which must be in line one-third of the

breadth of the blanket from one side, and one-third of the length each from the top and bottom of the blanket. The third point of the triangle to be half way down the blanket lengthwise, and one-third of the width from the side.

22. All wooden tools, implements, utensils, boats, vehicles, or any other movable articles shall be clearly branded in some conspicuous place with the broad arrow, and in more than one place if necessary.

23. All iron or steel tools, implements, utensils, or other movable articles shall be either painted or stamped (as may be most convenient), with the broad arrow in a conspicuous place or places.

24. All Government stores of any sort, kind, or description whatever, shall be clearly and legibly accounted for in a book, form, or inventory, as may be ordered by the Superintendent of Prisons, which shall be signed monthly as correct, if so found by the Superintendent, or in his absence by the officer acting for him. This order will not apply to drugs, or to medical or surgical appliances or to other articles which are supplied by the Medical Department for use in the prison infirmary, and for which that department is responsible, nor for articles with respect to which the Public Works Department is solely responsible.

VESSELS AT THE PENAL SETTLEMENT.

25. Communication between the joint prison at Mazaruni and Georgetown is maintained by a steamer running to the settlement on Tuesdays, Thursdays and Saturdays, and returning on Mondays, Wednesdays and Fridays, or such other days as may be appointed by the Governor.

26. No stores, parcels or luggage, of any kind whatsoever, not being public stores for use of the prison, or the personal luggage of any inspecting officer or superior officer of the prison, that may be brought in the steamer or other vessel for the use of the officers or other persons employed in the prison and landed, shall be allowed by the officer in charge of the stelling to be removed therefrom without permission from the keeper or assistant keeper.

27. No articles of any kind, other than public stores or the luggage of inspecting officers or superior officers of the prison,

shall be put on board from Mazaruni without the permission of the keeper or assistant keeper given either personally, or in writing, to the officer in charge of the stelling.

28. No subordinate officer of the prison shall go on board the steamer, except on duty, without an order from the keeper; and any officer offending against this rule shall be liable to suspension.

29. Every vessel, other than the steamer, engaged for the purpose of carrying stores to the joint prison, or taking stores therefrom, shall be discharged or reloaded by her own crew, and all communication between such crew and the prisoners is strictly forbidden:

Provided that the keeper may, when he sees fit, allow prisoners to assist by day in unloading or loading such vessel.

30. Whenever any cargo is shipped either to or from the joint prison, a shipping note containing all particulars thereof shall be entered in a book to be kept for that purpose, one copy of such shipping note shall be given to the master of the vessel and a duplicate, signed by such master, shall be sent by the shipper to the keeper or by the keeper to the shipper, as the case may be.

31. The boats of the joint prison and the Public Works Department shall be safely secured every evening in a place set apart for the purpose, and the oars and sails deposited in the guard-house or other place of security; and no private boats shall be permitted to be kept at or within the limits of the joint prison, except with the sanction of the keeper; and all private boats while at Mazaruni shall be subject to his orders.

RULES GOVERNING THE USE OF THE PENAL SETTLEMENT BOAT
BY THE GOVERNMENT MEDICAL OFFICER.

32. The boat shall be under the sole control of the keeper.

The warder in charge of the convict crew will see that none of the prison rules is relaxed.

The warder in charge of the boat is responsible to the keeper for the Government medical officer's safe and expeditious passage to and from his destination.

A daily trip to Bartica occupying four hours, from 7 a.m. to 11 a.m. will be allowed. Should the medical officer be delayed by pressure of duties or urgent private affairs, or by private practice, the warder in charge of the boat will inform the keeper of such delay by telephone.

The boat will, if not otherwise engaged, always be at the Government medical officer's disposal to convey him to any part of his district between the hours of 7 a.m. and 6 p.m. on application to the keeper, but between the hours of 6 p.m. and 7 a.m. no private calls can be conducted by means of the prison boat.

In urgent cases passages to a limited number will be granted officials and members of their families by the boat, without inconveniencing the medical officer. The custom of conveying discharged local prisoners to Bartica will, also to a limited number, be continued, the discharged prisoners occupying seats in the bow of the boat.

CARTS.

33. No cart shall go anywhere unattended by a warder.

RULES FOR THE GOVERNMENT OF ORDINARY PRISONS.

Section II.—General Rules.

34. Every prisoner shall be confined, except when at labour or exercise, in a separate cell by himself, unless otherwise ordered by the Superintendent of Prisons. Such order may be general or special.

35. Prisons for males shall be entirely separated from prisons for females by sufficient fences.

36. The locks on every door in a prison for females shall be so different from the locks used in any prison for males in the same county that they cannot be opened by the keys of the male prison.

37. The keys of the locks of the prison for females shall be kept in the custody of the matron.

38. Sufficient means for washing shall be provided in every prison, and the prisoners shall be compelled to observe the utmost cleanliness in their persons and cells.

39. There shall be an infirmary properly furnished at Georgetown and New Amsterdam Prisons.

40. No livestock shall be kept within the walls of any prison.

41. No trees shall be allowed to grow against the walls or fences, nor any rubbish or other articles to be piled against them, nor shall any tools, ladders, ropes or any implement whatever, be left exposed after working hours.

42. The rules named in Schedule B hereto shall be read and explained to every convicted prisoner on admission. Schedule B.

43. Gaming of every kind is most strictly prohibited in the prison and the officers shall seize and destroy all cards, dice, or other implements of gaming introduced, or which may be attempted to be introduced into the prison.

44. An inquest shall be held on the body of every prisoner dying within the precincts of the prison, but no officer of the prison shall act as coroner or serve on the coroner's jury.

45. Every cell shall be provided with an earth-closet, or other convenience for the use of the inmate. The utensils shall be brought out by the prisoner each morning, and be emptied and cleansed. Prisoners for debt, and untried prisoners may have their cells, etc., cleansed for them at their own expense, as hereinafter provided.

46. Prisoners for debt, or for examination, or contempt, or before trial, may see their legal advisers and friends without the presence of an officer, subject to such restrictions as may be found necessary for preventing tampering with evidence, plans of escape, or other like considerations, but the interviews of convicted prisoners with their friends shall be in the presence of either a male or female officer of the prison, according to the sex of the prisoner.

47. All conversation and all signs or signals between prisoners is strictly prohibited.

48. Prisoners under the age of 16 years shall, in all cases, be confined separately from adults and worked separately from them, if sentenced to hard labour.

49. Every prisoner shall, after admission, and until discharged, be furnished with a daily allowance of food, if not otherwise provided, according to the diet scale set forth in Schedule C hereto. Schedule C.

50. No convicted prisoners, except such as are hereinafter excepted, shall be allowed to send or receive a letter or parcel without previous inspection by the keeper, who may withhold any such letter or parcel and report the same to the Superintendent of Prisons.

51. No prisoner shall be employed in the service of any officer of the prison or in the service of any other prisoner except as laid down in rule 276.

52. Any prisoner whose term of imprisonment expires on Sunday, Christmas Day, or Good Friday shall be discharged on the day next preceding, or if Christmas Day falls on a Monday then on the preceding Saturday.

53. No prisoner shall be discharged while sick, unless at his own desire, nor then unless the medical officer shall certify in his journal that it may be done with safety.

54. All cells in which convicted prisoners or prisoners under remand or committed for trial on criminal charges are confined, shall be closed for the night at six o'clock, and all other cells at seven o'clock.

55. The following regulations for the Government of the Joint Prison at Mazaruni shall also be in force in all ordinary prisons, viz., No. 16-24 inclusive.

SPECIAL RULES FOR MORAWHANNA PRISON.

Section III.

Schedule B.

56. The rules mentioned in Schedule B hereto shall be read and explained as far as possible to every convicted prisoner on admission.

57. The district commissioner of the North West District shall have a general superintendence over the prison as a Deputy Superintendent of Prisons, and shall take care that the returns required in relation to the prison are duly sent to the Superintendent of Prisons.

58. He shall make a memorandum of every visit in the Superintendent's minute book, and shall sign the same.

59. He shall, on each visit, inspect the cells and other apartments of the prison; he shall inspect the journals, registers and account books of the prison; and shall receive and inquire into any application or complaint made by a prisoner.

60. In the event of his receiving from the keeper of the prison a report that the mental or bodily health of any prisoner is likely to be injuriously affected by the discipline or treatment to which he is subjected, he is empowered to give such directions with regard thereto as he may deem expedient, not extending to the discharge of such prisoner, and shall report the case as speedily as possible to the Superintendent of Prisons.

61. He shall, on each visit, see every prisoner in solitary confinement, and shall hear and inquire into any representation made by such prisoner as to his treatment.

62. He shall, on receiving from the keeper a report as to the bad quality or insufficient quantity of any provisions supplied by a contractor, direct a survey to be held on the articles objected to, and proceed in accordance with the report made to him.

PART II.—SECTION IV.—THE CONDUCT AND DUTIES OF PRISON OFFICERS AND SERVANTS.

The Superintendent of Prisons.

63. The Superintendent of Prisons shall visit the Joint Prison at Mazaruni frequently, and in any case not less than once a month, and he shall visit all other prisons, except Morawhanna, not less than three times a year, and Morawhanna Prison not less than once a year.

64. He shall, on each visit, write in a book to be kept in the office of the keeper the date of his visit, and any remarks as to the state and discipline of the prison which he may deem it right to record, and shall sign the same.

65. On every such visit the keeper of the prison shall report to him every offence by whomsoever committed, against the rules or discipline of the prison, then remaining unpunished.

66. On every such visit he shall visit the infirmary, and all prisoners under punishment for offences in the prison, and shall inquire into all matters regarding the conduct of the officers of the prison, the state of the prison, and the discipline of the prisoners.

67. He shall, on every visit, inspect the official journals of the keeper, chaplain and medical officer, and the punishment book of the Joint Prison at Mazaruni; he shall inspect the journals,

registers, and account books of the prisons at Georgetown and New Amsterdam not less than three times a year, and of the prison at Morawhanna not less than once a year, and shall satisfy himself that the books and records of the prisons are duly kept.

68. He shall, on his visits, hear and examine into any complaint made by any prisoner as to such prisoner's treatment by any officer of the prison, or by any other prisoner, or as to his food, or any other matter arising during his detention in the prison, and the Superintendent shall, if any such complaint be proved, take such steps as may be necessary to redress such complaint.

69. He shall occasionally inspect the provisions both before they are cooked and after they are cooked and ready for issue to the prisoners and satisfy himself that they are wholesome, suitable and sufficient, both in quality and quantity.

70. He shall forthwith report to the Chief Secretary every case of corporal punishment ordered by him.

71. In the event of his receiving, from the keeper of any prison, a report that the mental or bodily health of any prisoner is likely to be injuriously affected by the discipline or treatment to which he is subjected, he is empowered to give such directions as he may deem expedient, not extending to the discharge of such prisoner, reporting the case as speedily as possible to the Chief Secretary.

72. In all cases of escape or attempted escape of a prisoner, he shall report the escape or attempted escape to the Attorney General.

SECTION V.—KEEPER.

73. The keeper shall reside within the limits of the prison; he shall not follow any trade or occupation, or be concerned therein; he shall not derive, directly or indirectly, any emolument or benefit, pecuniary or otherwise, from the supplies furnished for the use of the prisoners, or from the sale or disposal of any article produced in the prison; nor shall he let any part of the dwelling allotted to him, or any building or part of a building, or ground belonging to the prison. Neither shall he receive, nor permit to be received for him, any fee, gratuity, or perquisite whatsoever, pecuniary or otherwise, from any contractor, or from any prisoner, or any friend of such prisoner.

74. He shall not, on any account whatsoever, absent himself from the prison between 5 o'clock p.m., and 7 o'clock a.m., of the day following, without the express permission of the Superintendent of Prisons, which may be special or general.

75. Before quitting the prison on any occasion he shall personally deliver the charge thereof to the next senior officer of the executive branch.

76. He shall not permit any person, other than prison officers or prisoners, to sleep within the prison without the written authority of the Superintendent of Prisons, nor shall he allow any such person even if so permitted to hold any conversation with the prisoners.

77. He shall have a general superintendence over the prison and prisoners, and shall give his best attention to the application of their labour and the maintenance of discipline among them. He shall make himself acquainted with the prison rules, and shall adhere to them himself. He shall require obedience to the rules from the officers of the prison, and shall strictly enforce it on the prisoners. He shall observe the conduct of his subordinate officers, and require from each of them the due execution of their duties, as laid down by the rules, restricting them entirely to the performance of such duties and not permitting any of them to be employed in any menial or private capacity, either for himself or for any other officer of the prison. He may authorise certain prisoners to be employed in the service of the prison, but not in its discipline (except by the special direction of the Superintendent of Prisons), or in his own private service or that of any of the officers.

78. He shall exercise his authority with firmness, temperance and humanity, abstain from all irritating language, and not strike a prisoner. He shall bear in mind that the object of his duties and of those of all officers and servants under his direction, is not only to give full effect to the sentences awarded to prisoners during the period of confinement, but also to instil into their minds sound moral principles, and induce in them practical habits of industry, regularity and good conduct; with this view, whilst enforcing strict observance of the rules regarding labour and discipline, the keeper must be careful to encourage every effort at amendment on the part of prisoners, and must require all officers and servants of the prison in their several capacities to do the same.

79. In case of gross misconduct on the part of any subordinate officer, the keeper may at once suspend such officer, and shall report his proceedings immediately to the Superintendent of Prisons.

80. He shall keep, or cause to be kept, the following records in such manner and form as may be from time to time directed by the Superintendent of Prisons—

(1) "Prisoners' Punishment Book," in which he shall enter or cause to be entered the names and number of all prisoners upon whom punishments are inflicted by order of the Superintendent of Prisons, or by his own order, together with a statement of the offence for which the punishment is ordered, and all such entries shall be initialled by the officer ordering the punishment.

(2) "The Order Book," in which shall be entered all orders issued by the keeper relative to the management and discipline of the prison, and the entries in the order book shall be read daily to the officers on evening parade.

(3) "The Subordinate Prison Officers' Misconduct Book," in which shall be entered all offences against the discipline or rules of the prison committed by any subordinate officer of the prison, and the punishment awarded by the Superintendent of Prisons, and in case of the Joint Prison at Mazaruni by the keeper, for each offence.

(4) A journal of all occurrences of importance in the prison.

(5) A register of all prisoners specifying the date of admission of each prisoner, and his offence, sentence, age, name, race, and other particulars.

(6) Stores books of all supplies received and issued for the service of the prison, in which shall be entered all the stock in hand at the commencement and conclusion of every month, the amounts expended during each month and the amounts received during each month.

(7) An inventory or inventories of all public property in the prison.

(8) A register of the daily employment of prisoners.

(9) A daily diet sheet.

(10) An account of fines and penalties paid by the prisoners.

(11) A prisoners' property book.

(12) A petty cash book.

(13) Such other books and records as the Superintendent of Prisons may from time to time direct.

81. All fines imposed by order of the Superintendent of Prisons on any subordinate prison officer shall be collected by the superintendent or keeper, and paid into a fund to be called the Prison Officers' Fine Fund.

82. He shall be held responsible that the whole of the premises, grounds, and buildings, which are under his charge are kept clean and in good order, and he shall pay a surprise visit not less than once a month to every building under his charge, which is used or inhabited by subordinate prison officers, their wives or families.

83. He shall attend Divine Service in the prison, unless prevented by some other duty or by sickness, recording in his journal the omission and the cause thereof; he shall also see that the subordinate officers and the prisoners attend Divine Service in the prison unless such officers or prisoners shall have valid excuse for not attending.

84. He shall attend, from time to time, and at least once a week, the distribution of food to the prisoners, and see that the quality and quantity issued are in all respects satisfactory and according to regulation. He is to take care that scales and weights are kept in serviceable order. He shall also from time to time inspect the food before it is cooked, and also during the process of cooking it.

85. He shall not admit into the prison any person except an official visitor, or other authorised person, without a written order from the Superintendent of Prisons.

86. He shall file all orders of admission, marking on the back whether the party was or was not admitted, and if not, the reason why.

87. If he shall have cause to suspect that any visitor is endeavouring to infringe the rules of the prison he may cause him to be searched, or he may remove him from the prison, or he may refuse him admission, reporting the same with the reason thereof to the Superintendent of Prisons, for the information of the Governor.

88. He shall prevent, as far as possible, the conveyance to any prisoner of any article which is prohibited by law. He may arrest, or cause to be arrested by any officer of the prison, any person improperly conveying, or attempting to convey to any prisoner any letter, money, clothing, provisions, tobacco, snuff,

cigars, wine, beer, fermented liquors or spirits, or any other article whatever; and detain such person until he can be brought before a magistrate, to be dealt with according to law.

89. He shall on all occasions be ready to receive and investigate any complaint, and attend to any application from a prisoner.

90. He shall give to every prisoner, when asked, an opportunity of appealing personally to the Superintendent of Prisons.

91. He shall visit daily every prisoner in solitary confinement, and in penal class.

92. He shall visit the infirmary daily and see that proper arrangements are made for the safe custody of the sick prisoners, and that discipline is maintained, so far as is consistent with the medical treatment prescribed for them. He shall on all occasions support and assist the medical officer in the performance of his duties; and shall consult him respecting the quality of the provisions furnished to the prisoners.

93. In the treatment of prisoners he shall pay due regard to the written opinion or recommendations of the medical officer on all sanitary matters.

94. He shall call the attention of the chaplain and medical officer to the case of any prisoner whose state of health in mind or body appears to require their attention.

95. He shall carry into effect the written direction of the medical officer with regard to prisoners labouring under infectious, contagious, or mental diseases, or suspected thereof; and, if so required by the medical officer, shall immediately give directions for cleansing, disinfecting, and lime-washing any places occupied by such prisoners and for washing, disinfecting, fumigating or destroying any foul or suspected apparel or bedding.

96. He shall carry into effect the written requisition of the medical officer as to the supply of any additional clothing or bedding or alteration of diet for any prisoner not removed to the infirmary, reporting all such cases to the Superintendent of Prisons.

97. Whenever the medical officer shall give notice that he considers the life of any prisoner is in danger, the keeper shall give notice thereof to the chaplain or clergyman or minister whose ministrations the prisoner may have attended or whom he may desire to see.

98. Upon the death of any prisoner the keeper shall immediately report the same to the nearest magistrate or justice of the peace, who will give such direction as the case may require. Whenever the services of a coroner cannot be obtained within 24 hours after the death of a prisoner the medical officer shall make a *post mortem* examination of the body, after which the body may be buried on the order of the keeper; and an inquiry shall be made by a magistrate or justice of the peace as to the cause of death as soon after as conveniently may be. The keeper shall take the necessary measures for the decent interment of the body in the appointed burying ground.

99. He shall inspect all letters sent to, or by any prisoner, except those for debtors and misdemeanants of the first class; and if he shall deem it necessary to withhold any letter, he may do so, and shall forthwith lay it before the Superintendent of Prisons.

100. He shall take every precaution necessary for preventing escape; and shall cause a daily examination to be made of the cells, windows, bars, bolts, locks, etc. He shall see that no ladders, planks, wheel-barrows, ropes, chains, implements, or materials of any kind likely to facilitate escape are left unnecessarily exposed at any time in the yards or elsewhere. All such articles when not in use shall be kept in their appointed places.

101. He shall see that proper precautions are taken against fire, that all lights are put out at the regulated hours.

102. If any unusual or important occurrence takes place, he shall report the occurrence and the action taken to the Superintendent of Prisons.

103. He shall prepare and furnish such reports as may from time to time be called for by the Superintendent of Prisons.

104. He shall cause all prisoners on their admission into the prison to be examined and searched by a proper officer, in a reception room, and shall take from them all knives, dangerous

weapons, or articles calculated to facilitate escape, or which may be prohibited as improper. He shall immediately enter or cause to be entered each article so taken in the "Prisoners' Property Book."

SPECIAL RULES FOR THE KEEPER OF THE JOINT PRISON AT MAZARUNI.*

Schedule E.

***105.** The keeper of the Joint Prison at Mazaruni is empowered to levy upon subordinate officers fines for negligent or improper performance of their duty according to the scale contained in Schedule E, "Fines for Subordinate Prison Officers," and such fines shall be paid into the fund called the Prison Officers' Fine Fund.

***106.** He shall see that the Record Sheets are properly kept, in which shall be entered concisely the character and conduct of each convict, and every offence which a convict may commit while in the prison.

***107.** He shall sit daily at some specified hour, for the hearing and disposal of all matters coming within his jurisdiction; keeping a written record of his proceedings.

***108.** He shall frequently visit and inspect the wards, cells, yards, and divisions of the prison, also the kitchen and the workshops. He shall see that all prisoners are industrious and that all orders respecting the application of labour are duly enforced. He shall not less than once a week go through the prison at an uncertain hour of the night, which visit with the hour and state of the prison at the time, he shall record in his Journal. He shall require a report to be made to him, at the hour of locking up the prisoners for the night, that they, and all officers for duty are present, and that everything in the prison is correct or otherwise. He shall direct the prison gates to be locked for the night and the keys of the outer gates placed in secure keeping at 6 o'clock each night. He shall not allow ingress or egress between the hours of locking at night and unlocking in the morning, except to the superior officers of the prison and in special cases, the latter to be entered in the Journal.

***109.** Upon the report of the store officer that any stores sent for the use of the prisoners are deficient in quantity or quality, or whenever the keeper himself may think it necessary,

*See also rule 373 which applies these rules to the keeper of any joint prison.

he shall name a board consisting of the medical officer and the assistant keeper, who shall examine the same, and a report of the result of such examination shall be forwarded by the keeper to the Superintendent of Prisons.

SPECIAL RULES FOR KEEPERS OF ALL ORDINARY PRISONS.

110. The keeper of any ordinary prison shall personally visit and inspect every ward and cell wherein male prisoners are confined, at uncertain times, at least once in every twenty-four hours. He shall occasionally, not less than once a week, go through the prison at an uncertain hour of the night. He shall also, when necessary, visit the prison for females at uncertain hours, and shall always on such visit be attended by the matron or some other female officer. A note of all visits made at night shall be entered in his journal.

111. He shall take care that prisoners sentenced to hard labour are regularly worked, unless exempted by the medical officer. He may also provide suitable employment for any unconvicted prisoner who may be willing to work.

SECTION VI.—DEPUTY SUPERINTENDENTS OF PRISONS.

112. Deputy Superintendents of Prisons shall have the same power of punishment as to prison officials and prisoners as the keepers of the prisons to which they shall be respectively appointed; the same right of appeal against their decisions to the Superintendent of Prisons being allowed.

113. They shall not be responsible for the safe custody of any money or stores of any sort or kind whatsoever belonging to the prison, nor for the correctness of the books and accounts in connection therewith.

114. They shall inspect the prisons for which they are appointed and report to the Superintendent of Prisons as to—

- (1) the general working of the prison;
- (2) repair and cleanliness of same;
- (3) quality and preparation of food;
- (4) dress and appearance of warders; conduct and manner of carrying out their duties;
- (5) manner of carrying out prison labour and any suggestion as to same;
- (6) whether or not the books are clean, legibly kept up to date, and signed by the proper person;

(7) whether all stores are duly marked when possible, and kept in the proper places assigned to the same, and nowhere else.

Such inspections shall be made and reports furnished as may be ordered by the Superintendent of Prisons.

115. They shall hear and determine complaints and petitions by warders and prisoners, subject to appeal to the Superintendent of Prisons.

116. They shall not give any executive orders as to the working of the prison or duties of the officers without the permission in writing of the Superintendent of Prisons for each specific order.

SECTION VII.—THE MEDICAL OFFICER.

117. The medical officer shall visit the prison at least once in each day and the infirmary as frequently as the case of any prisoner shall require; he shall keep a journal, in which he shall enter in ink the date of such attendance, and any observations connected with the performance of his duty which he thinks it proper to record; such book shall be laid before the Superintendent of Prisons at his visits.

118. Every prisoner who reports himself sick shall be brought before the medical officer of the prison, who shall personally examine the prisoner and decide whether he is or is not sick, and, when necessary, shall direct the prisoner to be removed to the infirmary.

119. He shall enter in the English language, daily, in a register to be kept in the infirmary an account of the condition of each prisoner therein, the nature of his disease, the medicine and diet, and other treatment he may order in each case. No medicine shall be administered except under the immediate direction of the medical officer. He shall visit daily every prisoner admitted to the infirmary.

120. He shall report in writing to the keeper any cause that may arise for varying the diet or employment of prisoners under medical treatment not removed to the infirmary.

121. He shall examine every prisoner brought into the prison before he is classed, and shall enter in the Prison Register the state of health, and weight of such prisoner, noting any

disease of importance to which he may be or may have been subject; he shall also record the state of health and weight of such prisoner when discharged.

122. In the case of female prisoners being pregnant, the medical officer shall certify in writing in such case the fitness or otherwise of such prisoner to perform work allotted to her. The certificate is to be forwarded to the Superintendent of Prisons through the keeper.

123. He shall give such directions for isolating prisoners having infectious or contagious complaints or being suspected thereof; for cleansing, disinfecting, and whitewashing any cells occupied by such convicts or prisoners and for washing, disinfecting, or destroying any infected apparel or bedding as he may deem necessary.

124. Whenever he has reason to believe that serious injury is likely to be caused either to the health or the mind of a prisoner by further continuance in prison or by the discipline or treatment to which he is subjected he shall furnish a full report of the case in writing to the keeper and give such directions as he may think necessary in the case.

125. Whenever he is of opinion that the life of any prisoner is endangered by continuance in prison, he shall report such opinion and the grounds thereof to the keeper, who shall at once forward the same to the Superintendent of Prisons.

126. He shall give notice to the keeper of the state of health of any prisoner whose life he considers to be in danger.

127. He shall furnish to the keeper daily, a morning report of the sick prisoners admitted into, discharged from and remaining in the infirmary and other parts of the prison.

128. He shall note in the Prison Punishment Book his opinion as to whether the prisoner is able to undergo punishment or not.

129. Every prisoner shall be examined by the medical officer on the termination of his punishment, and an entry in the same book shall be made and signed by him of the condition of the prisoner as to his fitness to undergo hard labour.

130. He shall direct boots to be supplied to prisoners in cases in which he may consider it necessary to do so.

131. In case of corporal punishment he shall forward the certificate and report required by law to the Superintendent of Prisons, through the keeper.

132. He shall attend in every case while corporal punishment is being inflicted on any prisoner and shall give such directions for preventing any injury thereby to the life or health of the prisoner as he shall deem necessary.

133. He shall examine every prisoner previous to his discharge, and record his opinion as to his state of health; and no prisoner shall be removed or discharged, except at his own request, while labouring under disease; and then only if the medical officer certifies in his journal that the prisoner may safely be discharged.

134. He shall, upon the death of any prisoner, note the same in his journal, and also deliver to the keeper, a report containing the following particulars, viz., the date when the deceased was taken ill and when the attention of the medical officer was first called to him; the nature of the disease; the date when it assumed a dangerous character, and when the prisoner died; and, in cases where a *post mortem* examination is made, an account of the appearances after death. He shall also send a duplicate report to the Director of Medical Services.

135. In every case of the death of a prisoner, the medical officer, if he has reason to suspect that violence has been done to the deceased, shall at once report the same through the keeper to the Superintendent of Prisons, who shall report the case to the Governor before the body is buried.

136. He shall visit daily the prisoners in solitary or separate confinement.

137. He shall, once in every month, visit and inspect every part of the buildings, and shall record in his journal any want of cleanliness, and bad drainage, any insufficiency of clothing or bedding, any want of ventilation, or any other cause or defect which, in his opinion, may injuriously affect the health of the prisoners. He shall also from time to time, but not less than once a week, ascertain that the provisions are of good quality, that they are properly cooked, that the water is pure and wholesome and that the rations as issued are in accordance with the authorised dietary.

138. He shall be responsible for the safe keeping and good order of all instruments, drugs and medical appliances supplied to the infirmary.

139. He shall visit professionally any officer of the prison when sick, at his quarters, or in the prison infirmary daily, or oftener as the case may require, and shall certify, when required, his opinion as to the state of health of any such officer, and may order him to be admitted to the prison infirmary if necessary.

140. He shall attend free of charge all the officers of the prison and their wives and children, and any prison officer who is on leave provided he attends the prison infirmary for that purpose.

141. He shall issue all orders and directions in writing and shall record the same in his journal.

142. He shall in the month of April in every year make to the keeper a general report specifying with reference to the preceding year, the general state of the health of the prisoners and other residents, the diseases which have been most prevalent, whether any connection can be traced between them and the locality or state of the building, or the diet, employment, or other circumstances affecting the prisoners; also the number of deaths, and cases of insanity; the number of prisoners placed upon extra diet, and the proportion of sick to the average number of prisoners during the year accompanied by the necessary tabular statement for the illustration of such reports.

143. He shall initial daily the dispenser's journal as a guarantee that the treatment of cases therein recorded is safe and reasonable.

144. He shall prepare such reports as may be from time to time called for by the Superintendent of Prisons in connection with his duties.

145. He shall attend at any place within the precincts of the prison to meet the Superintendent of Prisons if called on by him to do so in connection with his duties as prison medical officer.

146. When applying for leave to the head of his Department he shall forward at the same time a duplicate of the application to the Superintendent of Prisons.

SPECIAL RULES FOR THE MEDICAL OFFICER OF THE JOINT
PRISON AT MAZARUNI.

147. The medical officer shall reside on the Settlement and shall not quit the Settlement except to attend to his duties at Bartica Hospital without leave from the keeper. He shall visit the infirmary between 6.30 and 8 o'clock a.m., and between 12 noon and 1 p.m. each day, and oftener when necessary.

148. He shall on the first Saturday in each month in the presence of a superior prison officer, make special inquiry into the state of health of each prisoner.

149. All correspondence sent by the medical officer on official business to the Superintendent of Prisons shall pass through the office of the keeper.

SPECIAL RULES FOR THE MEDICAL OFFICER, MORAWHANNA.

150. The medical officer of the Morawhanna Prison shall visit the prison daily when there are any prisoners confined therein.

151. The medical officer for Morawhanna shall keep a journal in which he shall enter the date of each attendance and the medicine and treatment prescribed in each case. Such book shall be laid before the Superintendent of Prisons at every visit.

152. He shall visit all prisoners in solitary or separate confinement on each visit.

153. He shall examine every prisoner brought into the prison on his next visit after admission, and shall enter in the prison register the state of health and weight of such prisoner, noting any disease of importance to which he may have been subject, and he shall also record the state of health and the weight of such prisoner when discharged.

154. He shall occasionally, and not less than once in every three months, inspect every part of the prison and enter in his journal the result of such inspection, noting any neglect of cleanliness, want of drainage or ventilation, bad quality or insufficient quantity of provisions or water, clothing or bedding, and any other matter or thing which may affect the health of the prisoners. He shall also ascertain from time to time that the provisions are of good quality, that the water is pure and wholesome, and that there is an abundant supply of both.

SECTION VIII.—CHAPLAIN OF JOINT PRISON AT MAZARUNI.

155. The chaplain shall reside where directed by the Governor and undertake no other duties whatever than those of the chaplain of the prison without the sanction of the Governor. He shall not quit the Settlement if residing there without leave from the keeper, and shall read prayers every morning in the chapel, conduct divine service every Sunday, and also on Christmas Day, and on Good Friday, according to the forms of the Church of England.

156. He shall have the direct charge of the school for the prisoners and shall visit daily all prisoners under punishment, and shall also superintend the school for subordinate officers' children visiting the same not less than twice in each week and furnish a quarterly report thereon to the keeper for transmission to the Superintendent of Prisons and Senior Education Officer.

157. He shall visit daily the sick prisoners in hospital and afford religious instruction to the prisoners generally by means of a Sunday School, and such other arrangements as the keeper may from time to time make.

158. He shall see and specially admonish every prisoner as soon after his arrival as possible, and also previously to his discharge, for which purpose the keeper shall give him notice of the approaching expiration of the sentence of any prisoner.

159. He may supply to such prisoners as are able to read Bibles, Prayer Books, and other suitable books, which will be furnished on requisition in the usual manner.

160. He shall keep a journal in which he shall record such observations connected with his office as he may think proper; and shall in the month of April in each year make a report to the keeper showing the number of prisoners who have been under his care during the preceding year, with such remarks as he may think proper and shall append thereto any suggestions which he may desire to offer for better promoting the reformation or industrial training of prisoners. And he shall in such report state the number of children in the school for officers' children, and the progress made in such school.

161. He shall prepare such reports as may be from time to time called for by the Superintendent of Prisons in connection with his duties.

162. When applying for leave he shall forward the application through the keeper to the Superintendent of Prisons.

CHAPLAINS OF ORDINARY PRISONS.

163. The chaplain of an ordinary prison shall perform divine services within the prison on every Sunday and also on any day set apart for religious observances in the presence of the prisoners assembled for that purpose; and shall also visit the prisoners privately at such other reasonable times as will not interfere with the discipline of the prison.

164. He shall enter in a journal to be kept by him the date of every visit made by him to a prisoner, with such observations as he may think proper concerning such prisoner.

165. He shall pay special attention to such of the juvenile offenders and to such of the adult prisoners, in separate confinement, or in hospital, as belong to the church of which he is a minister. He shall visit frequently any prisoner under sentence of death who may belong to his church.

166. He may supply to such prisoners as belong to the church of which he is a minister, Bibles, Prayer Books, or other suitable books, which will be furnished on requisition.

167. He shall, in the month of April in each year, make a report showing the number of prisoners who have been under his care during the preceding year, shall append thereto any suggestions which he may desire to offer for the reformation of the prisoners, and shall forward it to the Superintendent of Prisons for the information of the Governor.

SECTION IX.—THE MATRON.

168. The matron shall reside in the prison, and be under the direction of the keeper; she shall have the entire care and superintendence of the prison for females, and shall conform to the rules laid down for the keeper, as far as they are applicable to the case of female prisoners.

169. She shall report, from time to time, to the keeper any deficiencies in the articles requisite for carrying on the prison work.

170. She shall superintend the work performed by the female prisoners and shall see that those sentenced to hard labour are

constantly employed during the appointed hours in such labour as may be prescribed for them; she shall, as far as practicable, provide employment for female prisoners, before trial, who may be desirous to be employed.

171. Whenever she thinks it necessary, or when so directed by the keeper, she shall search any female visitor to a prisoner; such search shall be made in the presence of females only.

172. She, or a female officer, in her presence, shall search every female prisoner on admission, and the same course shall be pursued by her with reference to female prisoners, as that prescribed for the keeper with reference to male prisoners. All money and effects brought into the prison by any female prisoner shall be transferred to the keeper, and dealt with as directed by the regulations.

173. She shall not absent herself from the prison without the permission of the keeper; during her absence she shall give charge of the prison for females to such female officer as the keeper shall approve, and the name of such substitute shall be inserted in the matron's journal.

174. She shall attend divine service with the female prisoners unless prevented by some duty or other sufficient cause, inserting the omission and cause thereof in her journal.

175. She shall keep a journal for recording all occurrences within her department, and all punishments of female prisoners.

176. She shall be present at the distribution of the meals to the female prisoners, and daily visit every part of the prison for females, she shall inspect the bedding, clothing, and food of the female prisoners and see every female prisoner at least once in every twenty-four hours; in the event of her omitting any of these duties, she shall insert the omission and the cause thereof in her journal.

177. She shall report daily to the keeper the names of female prisoners in the infirmary and of those under punishment, and the names of such as ask to see the medical officer.

178. She shall attend the keeper whenever he visits the prison for females; if prevented from doing so she shall appoint a female officer to attend him. She shall take especial care that no male officer or visitor enters the prison for females unless accompanied by herself or a female officer.

SECTION X.—THE ASSISTANT KEEPER AND CHIEF WARDER OF THE JOINT PRISON AT MAZARUNI.

179. The assistant keeper and chief warder of the Joint Prison at Mazaruni shall assist the keeper on all occasions, and carry into effect his instructions; during the keeper's absence or inability to attend to his duties from illness, the charge of the prison shall be entrusted to him, and he shall have all the powers and be required to perform all the duties of the keeper with the exception of the power of inflicting corporal punishment. He shall on no account whatever alter or suspend any regulations established for the internal government of the prison. He shall, in his general conduct and in the discharge of his duties, conform to the rules laid down for the guidance of the keeper, and he shall see that the keeper's orders are strictly obeyed.

180. He shall visit the several working parties daily, and see that the prisoners are kept steadily to their labour and shall inspect the mark books and see that the prisoners are receiving marks according to their industry and shall initial the books.

181. He shall diligently observe the behaviour of all the subordinate officers and of the prisoners, and shall report immediately to the keeper any neglect or misconduct.

182. He shall especially see that the details of duties connected with order and discipline are carried out with promptness and regularity in accordance with the regulations of the prison, and the instructions of the keeper.

183. He shall superintend and be responsible for the instruction of all subordinate officers in their duties, see that they keep the required record of the work of the prisoners, that they make the required daily and other reports and returns in the proper manner and at the proper times, and that each officer is in possession of a copy of the rules for subordinate prison officers, and understands the same.

184. He shall prepare and furnish the necessary abstracts of these reports and returns and make such daily periodical or special reports as may be required by the keeper.

185. He shall inspect every part of the prison daily, and see that the cells are properly cleaned and in good order, and that the means of security in the different yards and workshops are effective.

186. He shall see that the keys are counted and securely disposed of for the night, in accordance with such orders as may be given by the keeper.

187. He shall not less than once a week go through the prison at an uncertain hour of the night, or on such occasions as the keeper may direct.

188. He shall superintend the distribution of the several parties when proceeding to their appointed employments, and shall be careful that their movements are made with regularity and without loss of time. He shall check their numbers during the hours at work, and on their return to the prison. In wet weather he shall see that the necessary measures are taken for having the wet clothes of the prisoners taken off on their return from work and dried, and that the prisoners are, in the meantime, provided with dry clothing.

189. He shall superintend the arrangements for the regular distribution of the authorised meals to the prisoners and shall furnish daily to the issuer a return of the rations required for the following day. He shall take care that the prisoners' clothing is in proper repair, their hair properly cut, and due cleanliness observed both in their habits and person, and shall give his particular attention to all matters of detail connected with the interior economy of the prison.

190. He shall reside on the Settlement and shall not quit it without leave of the keeper.

191. He shall communicate to the keeper without delay every circumstance which may come to his knowledge likely to affect the safety, health or comfort of the prisoners or the efficiency of the officers, and any other matter requiring the keeper's attention.

SECTION XI.—THE CHIEF PRISON OFFICER, GEORGETOWN PRISON.

192. The chief prison officer of the Georgetown Prison shall assist the keeper on all occasions, and carry into effect his instructions; during the keeper's absence or inability to attend to his duties from illness, the charge of the prison shall be entrusted to him, and he shall have all the powers and shall perform all the duties of the keeper. He shall not alter or suspend any regulation established for the internal government

of the prison. He shall in his general conduct and in the discharge of his duties, conform to the rules laid down for the guidance of the keeper, and he shall see that the keeper's orders are strictly obeyed.

193. He shall visit the several working parties daily, and see that the prisoners are kept steadily to their labour and shall inspect the mark books and see that they are receiving marks according to their industry and shall initial the books.

194. He shall diligently observe the behaviour of all the subordinate officers and of the prisoners and shall report immediately to the keeper any neglect or misconduct.

195. He shall especially see that the details of duties connected with order and discipline are carried out with promptness and regularity in accordance with the regulations of the prison, and the instructions of the keeper.

196. He shall see that all the subordinate officers are instructed in their duties, and that they keep the required record of the work of the prisoners and that they make the required daily and other reports and returns in the proper manner and at the proper time and that each officer is in possession of a copy of the rules for subordinate prison officers.

197. He shall inspect every part of the prison daily, and see that the cells are properly cleaned and in good order, and that the means of security in the different yards and workshops are effective.

198. He shall call the roll every morning at 5.30 a.m. before the prisoners proceed to their appointed tasks; and again at 5.30 p.m., and shall then see that every prisoner is in his own cell, and shall report the same to the keeper.

199. He shall make such occasional inspections of the prison at night as the keeper may direct, but not less than once a week, and shall report the result of such inspections to the keeper, mentioning any irregularity that may have come under his notice.

200. He shall superintend the distribution of the several parties when proceeding to their appointed employments and shall be careful that their movements are made with regularity and without loss of time. He shall check their numbers during

the hours of work, and on return to the prison. In wet weather he shall see that the necessary measures are taken for having the wet clothes of the prisoners taken off on return from work and dried, and that the prisoners are, in the meantime, provided with dry clothing.

201. He shall superintend the arrangements for the regular distribution of the authorised meals to the prisoners. He shall take care that their clothing is in proper repair, their hair properly cut, and due cleanliness observed both in their habits and person, and shall give his particular attention to all matters of detail connected with the interior economy of the prison.

SECTION XII.—SUBORDINATE PRISON OFFICERS.

Conduct and Duties of all Subordinate Prison Officers.

202. In the rules contained in this section "officer" means a "subordinate prison officer," unless the context otherwise requires.

203. No officer shall undertake any other business, trade or employment of any nature whatsoever, whether for gain or otherwise, without the sanction in writing of the Superintendent of Prisons.

204. No officer shall rent or inhabit any room, house, yard or other building, belonging to or rented by or in any way, other than officially, under the charge of any prison officer.

205. No officer shall have any private monetary transaction with any other prison officer.

206. Every officer engaged to serve in the prison service of British Guiana shall be deemed to be engaged to serve in any prison in any part of the Colony, whether convict prison or ordinary prison or joint prison.

207. Every officer shall be liable to be removed at any time, by order of the Superintendent of Prisons, from one prison to another.

208. Every officer shall enter the service as an assistant prison officer, and while in that grade shall be considered as on probation, and shall be liable to discharge by the Superintendent of Prisons if not found to be fitted for the service; if found competent he will be eligible for promotion as vacancies occur,

it being distinctly understood that all promotions are made by selection.

209. Every selected candidate for appointment shall prior to engagement be medically examined as to his physical fitness for service as a prison officer.

210. No person shall be admitted into the prison service who has been convicted in any Court of Justice of any crime, or who has been dismissed from any Government Department, without the consent of the Governor.

211. No officer shall send any petition for promotion to any official of the Prisons Department.

212. Every officer shall perform such duty as may be required of him by the keeper of the prison in which he is serving.

213. Every officer shall observe and obey all such instructions as may be issued from time to time for the better management and discipline of the prison service.

214. Every officer shall treat prisoners with kindness and humanity, and shall listen patiently to and report their complaints, and at the same time maintain order and discipline, and enforce strict observance of the regulations of the prison, and no officer shall strike a prisoner, unless compelled to do so in self-defence.

215. The great object of reclaiming the prisoners shall always be kept in view by every officer, who should strive to acquire a moral influence over them by the conscientious discharge of his own duties. He shall exhibit a consistent example of regard to truth and integrity even in the smallest matters, being assured that such conduct will most effectually ensure the respect and obedience of the prisoners.

216. Every officer shall carefully observe the character and habits of each prisoner under his charge and give the keeper all information thereon in his power when occasion may require.

217. He shall without fail report the number of any prisoner who desires to see the medical officer, or appears out of health, or who desires to see the chaplain, or any other authority.

218. When an officer receives charge of any party of prisoners he shall count them, and report the number aloud to the officer from whom he receives them, after which the officer so receiving them shall be held responsible for their safe custody and regular conduct.

219. No officer shall be permitted to leave the service without giving one month's notice in writing unless such notice be dispensed with by the Governor, and if any officer quits the service without giving such notice, or refuses or neglects to fulfil his duty after giving such notice, he shall forfeit all wages that may be due to him, and shall not be admissible again into the prison service of the Colony.

220. No officer entrusted with keys shall leave them lying about or lend them to any other person on any pretext whatever, but shall, when leaving the prison on any occasion, deliver his keys to such officer as may be authorised to receive them.

221. Every officer shall be provided by the Government with such uniform as may be considered necessary. The uniform so supplied is the property of the Government and shall be given up upon quitting the service before any wages or other moneys due are paid.

222. The various articles of uniform issued to each officer shall be kept in proper and complete repair at all times by him at his own expense, except when the necessity for such repairs has arisen through the clothing being injured by a refractory prisoner, in which case the repairs may be done in the prison workshop at the public expense, on the authority of the keeper of the prison in which the officer is serving.

223. Repairs to uniform may at all times be done in the workshop at the expense of the officer to whom they are issued on the authority of the keeper of the prison, a fixed scale of charges being made for such work and the materials, buttons, etc., being charged for at contract rates, the total cost being deducted from the next issue of pay to the officer concerned.

224. Any officer may, when on leave of absence, be permitted to wear plain clothes, but on no other occasion shall any officer appear out of uniform.

225. No officer shall sell or dispose of any article of uniform.

226. Every officer shall be liable to be suspended or to be reduced to a lower rank by the Superintendent of Prisons and shall also be liable to be suspended by keepers of prisons. A full report on all cases of suspension by order of the Superintendent of Prisons shall at once be forwarded for the information of the Governor. Officers under suspension shall confine themselves to their quarters, or to the immediate neighbourhood thereof.

227. Every officer shall be liable to be fined by the Superintendent of Prisons in a fine not exceeding in any case one month's pay, and any officer serving at the Joint Prison at Mazaruni shall be further liable to be fined by the keeper according to the scale contained in Schedule E hereto annexed.

Schedule E.

228. Every punishment awarded to an officer shall be entered in the Prison Officers' Misconduct Book of the prison in which he is serving, and also in his record of service, full copies of which shall be kept in the office of the Superintendent of Prisons.

229. Every officer shall make his defence in writing to any charge of infraction of prison rules made against him.

230. Every officer shall take charge of all Government property committed to his care and immediately report any loss, damage, or wilful neglect, or breakage of the same.

231. Every officer shall at once report to the proper authority every occurrence requiring immediate attention, and he shall also report on the first opportunity any occurrence not requiring immediate attention but worthy of notice.

232. All wrangling or dispute about points of duty between officers is strictly prohibited. Any question that may arise shall be referred to the keeper, and all complaints by one officer against another shall be made in writing. Such reports shall be delivered at the office of the keeper, within twenty-four hours of the occurrence complained of, or they will not be received; and if it be found that any such complaints are frivolous or vexatious, arising from a spirit of ill-feeling, malice, or revenge, a minute thereof shall be made in the journal by the keeper who shall also make full report to the Superintendent of Prisons. All wrangling or dissension about private matters between officers, within the prison, or elsewhere, while on duty is also strictly forbidden, and they shall not speak about, or discuss any of the arrangements of, or occurrences that may take place

within the prison, either among themselves, or with any person not connected with the establishment.

233. Any officer who does not at once communicate to the keeper of the prison anything coming to his knowledge which is any way prejudicial to the welfare of the prisoners or the discipline, credit or good management of the prison shall be liable to dismissal.

234. All the rules in this section shall apply equally to female officers.

235. Subordinate prison officers shall be held responsible that all rubbish, sweepings, etc., from their quarters are deposited in receptacles ready for removal between the hours of 7 and 8 a.m. daily.

SECTION XIII.—THE PRINCIPAL WARDER, JOINT PRISON,
MAZARUNI.

236. The principal warder shall reside in the Penal Settlement and shall assist the keeper and assistant keeper, in such manner as he may be from time to time directed, in the general superintendence of the subordinate officers of the prison and the prisoners in the prison, in the workshop, on the farm, in the quarries and wherever the prisoners may be. He shall not quit the Settlement without the leave of the keeper. When visiting parties which have been handed over to the overseer of works, the principal warder shall deal only with disciplinary matters, and shall not in any way interfere with the work for which the overseer of works is alone responsible.

237. The duty of the principal warder is to exercise a wholesome moral influence over his subordinate officers and as far as practicable over the prisoners; to restrain by his authority all undue harshness on the part of the subordinate officers, to discourage all rudeness and repress all tendency to insubordination among the prisoners.

238. He shall call the roll every morning at 6 a.m. before the prisoners proceed to their appointed tasks; and again at 5.30 p.m., and shall then see that every prisoner is in his own cell, and shall report the same to the keeper.

239. He shall with one or more prison officers on duty visit the prison between the hours of 6 p.m. and 8 p.m. and see that every cell door and every other door and gate in the prison is properly secured, and shall report the same to the keeper.

240. He shall report the name of any subordinate officer whom he may consider wanting in attention to his duties, and he shall also report every case of infraction of the prison regulations that comes within his knowledge.

241. He shall see that the warders are clean and neat in their personal appearance and that their uniforms and accoutrements are properly cleaned and put on.

242. He shall immediately report to the keeper any unnecessary talking between warders and prisoners.

SECTION XIV.—DUTIES OF THE OVERSEER OF WORKS.

243. The overseer of works shall reside on the Settlement, and shall not quit it without leave from the keeper.

244. He shall direct and supervise the prisoners working at their trades, as carpenters, blacksmiths, masons, tanners, etc., and shall apportion their work, and shall issue such tools as may be required by them, keeping a register of all such issues as instructed by the Public Works Department.

245. In the execution of his professional duties he shall be guided by the printed rules of the Public Works Department and the written or verbal directions of the Public Works Officer in superior charge. He shall conform to any instructions given by the keeper or assistant keeper, in the interests of discipline, and to any other instructions given to him by the keeper, or assistant keeper, unless such instructions be contrary to, or inconsistent with, any rule, regulation, order or instruction (not at variance with the rules for the Prisons Department) signed by the Director of Public Works or issued by the Public Works Officer in superior charge. In such case he shall at once inform the keeper, or assistant keeper, of the fact, and if thereon the keeper, or assistant keeper, repeats the order in writing he shall at once comply with it and forthwith send a written report to the Director of Public Works. He shall attend the parade at 6.45 a.m. and 1.15 p.m. to receive instructions from the keeper, or assistant keeper. He shall not be interfered with

in the execution of his duties so far as they are strictly professional by any prison officer except the keeper, or assistant keeper, the latter officer shall in all cases where he may deem it his duty to interfere, at once report the circumstances to the keeper.

246. He shall have charge of all stores received from the Public Works Department, and shall keep a correct account of the same, demanding such stores as may be necessary, from time to time, from the Public Works Department.

247. He shall prepare all plans, drawings, and specifications that may be required, and shall make in April each year a written report in duplicate on all work and repairs done on the Settlement in the preceding year.

248. He shall keep a record of every tool lost or destroyed with the name of the officer in whose care it was, and the date of its loss or destruction. He shall also keep an accurate account of all tools and implements which may become unserviceable and furnish a monthly return of the same to the keeper.

249. He shall visit the quarters occupied by the subordinate officers every week, reporting the result of his inspection to the keeper. He shall have charge of all buildings and shall be responsible for the keeping of them in good repair.

250. He shall in the event of fire take charge of the pumping machinery and see that an adequate pressure is obtained when required.

SECTION XV.—THE STORE OFFICER.

251. The store officer shall receive, take charge of, and issue all stores and materials, save those supplied by the Public Works Department, which will remain in the custody of the overseer of works. He shall be responsible for the proper quality and sufficient quantity of articles received on requisition, unless he shall take exception to them at the time of receiving them.

252. He shall keep an account of receipts and deliveries.

253. He shall make a return up to the last day in each month, showing the receipts and consumption during the month, and quantity of each article on hand at that date, which shall be verified by the keeper, and transmitted through the Superintendent of Prisons, to the Director of Audit when required.

254. He shall regulate the issues of provisions by the diet table, and of extras, by the table made out for that purpose, and shall see that a copy of such diet table and table of extras is hung up in the store.

255. He shall not deliver any article whatever out of the store, except the ordinary daily issue of provisions, without a written order from the keeper.

256. He shall have charge of the prisoners' clothing, and tailors' workshop, keeping a separate account of the articles made and delivered, and taking care that a spare suit of clothing is always on hand for issue to each prisoner as required.

257. He shall require the prison officers in charge of working parties employed beyond the limits of the prison, to whom issues and rations may have been made, to account for the same, and to return into store any unexpended portion of the same.

258. The provisions for the prisoners shall be delivered by him to the warder in charge of the kitchen, accompanied by a note stating the quantities, and he shall go into the kitchen daily, for the purpose of seeing that due economy is observed in the management thereof.

259. He shall be responsible that the store rooms and workshops in his department are kept in proper order, and all stores properly and systematically arranged therein.

260. He shall from time to time inspect the various scales, weights and measures in use throughout the prison, and ascertain that they are accurate and in good order, reporting immediately to the keeper any exception.

261. He shall see that all stores received into the prison are duly marked in accordance with the regulations on the subject, if capable of being marked.

262. In prisons where there is no store officer the duties herein assigned to the store officer shall be performed by the keeper or by a prison officer detailed for that purpose with the consent of the Superintendent of Prisons.

263. The store officer shall keep all records, and prepare and enter all reports and returns, periodically or otherwise, which may be required.

264. He shall when required by the keeper take his turn of duty, with the other officers, in going the rounds and inspecting the sentries at night.

265. He shall receive from the assistant keeper daily a return of the rations to be provided for on the following day.

SPECIAL RULES FOR STORE OFFICERS OF ORDINARY PRISONS.

266. The store officer of any ordinary prison shall only allow the store to be opened from six to seven a.m., and ten to twelve (noon), and five to six p.m., unless the keeper shall otherwise order.

267. He shall have charge of the tool store, and keep separate accounts of the issues to each prison officer, reporting to the keeper any deficiency or damage, and tools or implements considered unfit for further use shall be returned to the store officer and be by him taken in charge and kept separately until they are dealt with by a Board of Survey.

SECTION XVI.—THE CLERK.

268. The clerk shall be responsible that the prison office is kept in proper order, and that all books, documents, and records are properly and systematically arranged therein.

269. He shall be in immediate charge of all books, documents, and records kept in the prison office, and shall see that they are regularly, carefully, and correctly written up, or attended to, as may be required.

270. He shall be responsible to the keeper for the care of all stationery, office furniture, etc., etc., in the prison office, and shall see that no wastage, demolition, loss, or improper use occurs.

271. He shall carry out all orders given him by the keeper.

272. He shall not absent himself from the prison during the hours laid down for his attendance, without the permission of the keeper.

PART III.—SECTION XVII.—PRISONERS COMMITTED FOR TRIAL
OR ON REMAND.

273. Prisoners committed for trial or on remand shall be permitted to wear their own clothing unless it be insufficient or unfit for use, in which case they shall be supplied with a suit of plain Osnaburg.

274. They shall be allowed sufficient time each day for exercise in the prison yard.

275. They shall not be subject to compulsory labour, but may be supplied, at their own request, with any work, or may, at their own expense, procure any employment which the Superintendent of Prisons may deem safe and proper.

276. The keeper may, upon the payment to him by such prisoner of a fee of eight cents *per diem*, allow another prisoner, under the supervision of a prison officer, to sweep and clean the cell of such prisoner and discharge other menial duties. The fee for such services shall be paid into the Colonial Treasury.

277. Such prisoners who do not pay such fee shall be required to assist in cleaning the walls, cells, yards, and passages of the division in which they are confined, and in case of refusal may be punished as for disobedience of the prison rules.

278. Prisoners committed for trial, or on remand, shall be permitted to maintain themselves and to receive any bedding, clothing, provisions, or other necessaries, subject to a strict search, and under such regulations as the Superintendent of Prisons may deem expedient. No part of their food or other articles shall be given, sold to, or exchanged with any other prisoner; and on any transgression of this rule, or of any of the other conditions accompanying the indulgence above specified, the Superintendent of Prisons may withhold his sanction for such period as he may deem adequate.

279. Such prisoners shall not be supplied with the prison allowance of food on the days whereon they procure or receive food under the foregoing rule.

280. They shall be permitted to see their relations and friends, who will be admitted on an order from the Superintendent of Prisons at any time between the hours of 10 a.m. and 3 p.m.

281. Such prisoners may, at their request, be allowed to see their legal advisers, who will be admitted on an order from the Superintendent of Prisons, or the keeper of the prison, on any weekday at any reasonable hours, and, if required, in private (but if necessary, in view of an officer of the prison).

SECTION XVIII.—DEBTORS.

282. Debtors shall not be subject to any further degree of rigour or restraint during the period of their detention than shall be found necessary for their safe custody, and for the good government, discipline, and cleanliness of the prison.

283. They shall be searched on admission, and prohibited articles taken away from them.

284. Visitors may be admitted to see debtors between the hours of 10 a.m. and 4 p.m. under an order from the Superintendent of Prisons.

285. Debtors shall be permitted to maintain themselves and to receive any bedding, clothing, or other necessaries, subject, however, to a strict search, under such regulations as the Superintendent of Prisons may deem expedient. They shall not be permitted to sell or exchange with any other prisoner any part of their food or any other article; nor shall they be allowed to receive or purchase more than 3 oz. of spirits, or one pint of wine, or one quart of beer in twenty-four hours. On any transgression of the conditions hereinbefore stated, all, or any, of the above indulgences may be withheld by the Superintendent of Prisons for such period as he may deem advisable.

286. They shall be permitted to send and receive letters without the same being opened.

287. They shall be permitted to follow their respective trades and professions provided such employment does not interfere with the good government or well being of the prison.

SECTION XIX.—MISDEMEANANTS OF THE FIRST-CLASS.

288. No prisoners shall be placed in this division except by order of the court before which they are tried.

289. Such prisoners may maintain themselves, and subject to strict search, may wear their own clothes and retain or receive their own money or effects, books or papers, or receive

at reasonable hours any food, clothing, or necessaries, under such regulations as the Superintendent of Prisons may deem expedient.

290. So far as may be practicable, such prisoners shall be accommodated separately, and apart from the other prisoners.

291. Visitors to such prisoners may be admitted between the hours of 10 a.m. and 4 p.m. without an officer being present at the interview.

SECTION XX.—PRISONERS FOR CONTEMPT, ETC.

292. The foregoing rules as to first-class misdemeanants shall apply to prisoners for contempt and to persons imprisoned in default of finding sureties to keep the peace.

SECTION XXI.—CLOTHING OF CRIMINAL PRISONERS AND CONVICTS.

293. When criminal prisoners or convicts are received into any prison, their clothes, money, and all effects found upon them, shall be taken from them, and they shall be supplied with a prison dress which shall have the word "Prison" and a number marked upon it.

294. They shall also be supplied with one blanket, and a second if ordered by the medical officer.

295. They shall be as clean in their person and clothing as circumstances will admit; they shall take care that their clothing and any articles issued to them for their use are kept in good order; and shall not damage wilfully, give away, lend or exchange any of these articles on any pretence whatever.

296. Should any article issued or entrusted to a criminal prisoner or convict be lost or damaged he shall report the same immediately to the officer in whose charge he is.

297. Clothing belonging to and taken from criminal prisoners or convicts shall be cleaned and carefully put by and marked, and re-delivered to them on their discharge with such other property as may belong to them.

SECTION XXII.—DIET.

Schedules C.,
C.I. and D.

298. A uniform scale of diet shall be in force in all prisons in accordance with Schedules C., C.I. and D. of these rules.

299. Prisoners for trial or on remand, debtors, misdemeanants of the first-class and prisoners for contempt or committed on civil process, shall have, if they do not supply themselves with food, the full allowance of diet.

300. Subject to the opinion of the medical officer, all prisoners summarily convicted shall receive reduced rations for the first seven days of their imprisonment.

301. Bread shall be made in accordance with instructions issued to the Superintendent of Prisons by the Governor.

302. The fresh meat shall be good and wholesome, and in case fresh meat cannot be procured, 2 ozs. of preserved meat shall be substituted.

303. The keeper may in cases of emergency vary the diets, provided that the total quantity of food is as nearly as possible equivalent to the rations set forth in the diet.

304. The medical officer shall from day to day prescribe the class of diet to be given to prisoners in the prison infirmary in accordance with the diet scale.

305. If the medical officer shall deem the dietary insufficient in any case, he shall bring the same to the notice of the keeper, who shall issue such additional nourishment as may be recommended by the medical officer, and report the same at once to the Superintendent of Prisons.

SECTION XXIII.—EMPLOYMENT.—MALE CRIMINAL PRISONERS.

306. Prisoners shall not be employed upon the streets of the City of Georgetown, or the town of New Amsterdam, except with the authority of the Governor.

307. Male prisoners sentenced to hard labour shall be employed in any manner which may be approved of by the Governor.

308. Juvenile male prisoners under 16 years of age shall be employed within the walls at breaking stones or other suitable employment.

309. All convicts and criminal prisoners shall be employed at labour every day for so many hours, not exceeding 10, exclusive of the time allowed for meals, as the rules prescribe.

FEMALE CRIMINAL PRISONERS AND CONVICTS.

310. Unless otherwise ordered and with the authority of the Governor, female criminal prisoners and convicts shall not be employed beyond the prison walls, but shall wash, make and mend the clothing and bedding of the prisoners generally, clean the wards and cells and weed the yards of women's prison, pound the earth or be employed in any other manner sanctioned by the Governor.

311. Female convicts shall be employed at hard labour in any manner which may be approved by the Governor.

SECTION XXIV.—INSTRUCTION.

312. Ministers of the Roman Catholic Church or of the Church of Scotland, or of any other Christian Church, may, on application to the Superintendent of Prisons, be permitted, under such regulations as may be made for the purpose, to visit prisoners belonging to their respective denominations between the hours of 12 (noon) and 2 p.m., but no prisoner shall be compelled against his will to see such minister.

313. Prisoners of good conduct may be permitted to have books in their cells by leave of the keeper. These books, unless otherwise expressly provided, must belong to the prison libraries, and shall not be introduced from outside sources.

SPECIAL RULE FOR THE JOINT PRISON AT MAZARUNI.

314. Convicts may be permitted to attend school after working hours by order of the keeper.

SECTION XXV.—DISCIPLINE.—CRIMINAL PRISONERS.

315. No prisoner or convict shall take or have in his possession any article whatever, except such as shall have been issued to him with the sanction of the keeper.

316. No prisoner shall wilfully injure or destroy any article of Government property.

317. No prisoner shall converse with or speak to any other prisoner without the permission of the prison officer under whose immediate charge he may be, and also the prison officer under whose immediate charge the other prisoner addressed may be.

318. No prisoner shall argue with any prison officer, and if addressed, or obliged to speak to any person whatever, shall do so in as few words as possible.

319. No prisoner shall be absent from his appointed place of work, or leave his cell, or enter any other cell than his own, without orders from the officer in whose charge he is.

320. No prisoner shall without permission hold communication with any person not being one of the staff or an inmate of the prison.

321. If any prisoner has anything to represent or complain of, he shall address himself in the first instance to the officer in whose immediate charge he is and ask permission to address the keeper, and such officer shall, and is hereby required as soon as possible to represent the same to the keeper or assistant keeper. No prisoner shall address the keeper on parade.

322. Every prisoner shall obey the orders of the keeper and other officers of the prison, and shall conduct himself respectfully and with propriety, and at every muster, as well as in marching to and from labour, shall preserve the strictest silence, under pain of the penalties set forth in the Prisons Ordinance.

SECTION XXVI.—MARK SYSTEM FOR CONVICTED PRISONERS SENTENCED TO LESS THAN 12 MONTHS IMPRISONMENT.

323. (1) A convicted prisoner sentenced to imprisonment whether by one sentence or by consecutive sentences for a period exceeding one month and less than twelve months may become eligible for discharge when a portion of his sentence not exceeding one-sixth of the whole sentence has yet to run. 11th July, 1938.

(2) In the case of a prisoner sentenced to imprisonment whose sentence exceeds one calendar month the number of marks to be earned will be calculated by multiplying his number of days of sentence by five. Such number together with his earliest possible date of discharge and the date of expiration of sentence will be entered on the mark register and record. Both dates will be entered in the discharge book. 11th July, 1938.

(3) The maximum number of marks per day that can be earned by industry and good conduct is six. Marks for Sunday will be awarded according to conduct and industry during the week. 11th July, 1938.

11th July,
1938.

(4) The earliest date of discharge of a prisoner sentenced over one calendar month and less than twelve months shall be the day after the required number of marks have been earned.

11th July,
1938.

324. (1) There shall be three classes, *i.e.*—

(a) a prisoner will be in the first class until he has earned 504 marks, *i.e.*, normally 12 weeks;

(b) a prisoner will be in the second class until he has earned 1680 marks altogether, *i.e.*, normally 28 weeks;

(c) a prisoner will thereafter be in the third class.

11th July,
1938.

(2) A prisoner in the first class will be entitled to write and to receive a letter and a visit every eight weeks.

11th July,
1938.

(3) A prisoner in the second and third classes will be entitled to write and to receive a letter and a visit every four weeks.

11th July,
1938.

(4) The period of a visit will be 20 minutes in the first and second classes and 30 minutes in the third class.

SECTION XXVII.—MARK SYSTEM.

325. Criminal prisoners sentenced to imprisonment with hard labour for 12 months and over, and all convicts, shall be classified in stages and awarded marks, which shall carry with them certain privileges as detailed below.

326. There shall be five stages or classes, *i.e.*, 1st, 2nd, 3rd, 4th, and special class, each class representing a period as under—

1. the probation class;
2. the third class.
3. the second class;
4. the first class;
5. the special class.

327. *The Probation Class.*—Every prisoner in this class not sentenced to penal servitude, shall earn 960 marks before being promoted to the third class.

328. Convicts shall continue in the probation class until they have completed 12 months with good conduct, *i.e.*, 2,920 marks.

329. On admission to prison a prisoner shall be in the probation class, and may by good conduct and industry, and by earning in accordance with the above section, be promoted to

the third class, and in a like manner to the subsequent classes, by earning 2,920 marks in each class.

The amount of gratuity given on discharge is determined by the prisoner's conduct.

330. Classes shall be denoted by bands on the arm, with the exception of the probation class, which shall be the bare sleeve, distinctive colours being third class, black; second class, yellow; first class, blue; and special class, red.

331. A prisoner in the probation class shall not be allowed to receive and write a letter. No gratuity shall be earned in this class.

332. A prisoner in the third class shall be allowed to receive and write a letter every five months (*i.e.*, 1,200 marks earned), and to receive a visit of 30 minutes' duration, or write and receive a letter in lieu of such visit, and to earn a gratuity of 16 cents for every 240 marks, the whole not to exceed \$1.92 cents.

333. A prisoner in the second class shall be allowed to receive and write a letter every four months (*i.e.*, 960 marks earned), and to receive a visit of 30 minutes' duration, or write and receive a letter in lieu of such visit, and to earn a gratuity of 18 cents for every 240 marks; the whole with the previous earnings not to exceed \$4.

334. A prisoner in the first class shall be allowed to write and receive a letter every three months (*i.e.*, 720 marks earned), and to receive a visit of 30 minutes' duration or write and receive a letter in lieu of such visit, and to earn a gratuity of 20 cents for every 240 marks earned, the whole with the former earnings not to exceed \$15.

335. A prisoner in the special class shall be allowed to write and receive a letter every two months, and to receive a visit of 30 minutes' duration or write and receive a letter in lieu of such visit.

He will, if he has passed the preceding 12 months with exemplary conduct, be eligible for an extra gratuity of \$1 on discharge.

336. If a prisoner having passed the probation class be reported for misconduct and sentenced to a forfeiture of marks, he shall during the period required to regain these marks revert to the previous class and forfeit all privileges, but when the number of marks forfeited has been earned he shall be restored to his former class, it being understood that every punishment carries with it a forfeiture of 240 class marks.

337. The Superintendent of Prisons and the keeper of the Joint Prison at Mazaruni, shall in addition to the powers of punishment conferred upon them by the Ordinance have power to award in addition to or in lieu of such punishments forfeiture of remission marks; in the case of the former not exceeding 720 marks and in the case of the latter not exceeding 250 marks.

338. No convict shall be allowed to write or receive any letter or to receive any visit while he is in the penal class or in solitary confinement.

339. All letters written to or by convicts and criminal prisoners shall be forwarded to the keeper who shall inspect them, and if he deem it necessary to intercept any letter he shall forward the same to the Superintendent of Prisons to be dealt with as that officer may deem proper.

340. The scale of the marks in excess of six is for each day as follows—

- for steady industry with good conduct, 2 marks in addition;
- for a less degree of industry with good conduct, 1 mark in addition;
- for fair but moderate day's work, no additional marks.

341. Any prisoner who may earn marks but may be in the infirmary in consequence of injuries accidentally sustained in the performance of work shall be allowed the full number of eight marks a day for every day he is in hospital.

342. Any such prisoner in the infirmary for any other cause shall be credited only with six marks *per diem* which may be increased by the Superintendent of Prisons on the recommendation of the keeper.

343. Full marks shall be allowed on Sundays to any such well conducted prisoners.

344. Any convict sentenced to be placed in the penal class shall be allowed only six marks a day as long as he is in that class.

345. Any prisoner who may earn marks if placed in the light labour class shall be allowed marks in proportion to his industry on the same scale as other such prisoners.

346. Any prisoner who shall by misconduct forfeit the whole of his remission shall be kept in separate confinement for the last 14 days of his sentence.

VISITS.—ALL PRISONERS.

347. Every visitor shall write his name and address and the name of the prisoner he desires to see in the Visitors' Book, and he shall be liable to be searched (in presence only of officers of the prison) to see if he has any prohibited articles about him.

348. No person who has himself been a convict or criminal prisoner shall be allowed to visit any prisoner without an order from the Superintendent of Prisons.

SECTION XXVIII.—TICKET-OF-LEAVE CONVICTS.

349. Convicts who have earned the remission of a part of their sentence shall receive tickets-of-leave, which shall be subject to all the conditions endorsed thereon and to the provisions of any law in force relating to tickets-of-leave.

350. Every convict whose ticket-of-leave shall have been revoked, shall, after undergoing any punishment to which he may be sentenced for the offence in consequence of which his ticket was revoked, undergo a further term of penal servitude equal to the portion of his sentence which remained unexpired when his ticket-of-leave was granted:

11th July,
1938.

Provided that such further term of penal servitude shall be subject to the provisions of these rules as to the earning of remission marks.

SECTION XXIX.—MEANS OF RESTRAINT OF CONVICTS, CRIMINAL AND ORDINARY PRISONERS.

351. The following means of restraint may be used on convicts and criminal prisoners, but solely in cases of urgency, and to preserve the good order and discipline of the prison, but not as a means of punishment.

352. Handcuffs or figures-of-eight, which shall not exceed twenty-two ounces (avoirdupois) in weight.

353. Body-belt of double leather sewn together fastened by a lock round waist; with steel wristlets at equal distances at the sides to lock the wrist therein, which altogether shall not exceed four pounds (avoirdupois) in weight.

354. The keeper of any prison may put any violent or disorderly prisoner in handcuffs or figures-of-eight in accordance with the rules laid down. He shall report every such case as soon as possible to the Superintendent of Prisons, who may fix the time for continuing the use of such means of restraint.

355. A prisoner shall not be kept in handcuffs for a longer period than twenty-four hours, or in figures-of-eight by the keeper for a longer period than eight hours, without the written order of the Superintendent of Prisons, specifying the cause thereof, and the time during which the prisoner shall be kept in such means of restraint and whether such means of restraint shall be worn in front or behind the back, which order shall be preserved by the keeper as his warrant.

356. The keeper shall enter in his journal any case of a convict or criminal prisoner being placed under restraint, with the day and hour of that restraint being put on and taken off or changed in manner of application.

357. The body-belt shall be used for restraining invalid convicts or invalid criminal prisoners guilty of violent conduct, who cannot be subjected to the ordinary means of restraint inflicted on men in sound health. It shall not be continued for a longer period than may be necessary for the convict or criminal prisoner's own safety or that of others, and in all cases shall be used only with the concurrence of the medical officer.

358. The use of the body-belt shall be entered in the keeper's journal as in the case of handcuffs or figures-of-eight.

359. When the body-belt is used a report of the circumstances shall be forwarded to the Superintendent of Prisons, without delay.

360. Whenever it is found necessary to place means of restraint on a convict or criminal prisoner for any reason, an order shall be given in the form hereto appended, specifying

the date and hour when they shall be put on, and whether they shall be placed with the hands in front of the body or behind the back. The officer carrying out the order shall state in the proper place on the order how the order was carried out, and the hour of removal or change of position of the means of restraint.

361. FORM OF ORDER FOR RESTRAINT.

..... Prison.

Date.....

Convict or Prisoner No.....to be restrained in*.....

by the wrists†.....from this hour to.....

(Signed).....

Keeper.

To the Chief Warden and Principal Warden in charge of separate and penal cells.

*Describe the irons.
†Insert whether in front of body or behind back. They shall in any case be placed in front during meals and bed time.

(WARDER'S REPORT.)

Irons, as above ordered, placed on Convict or Prisoner No.....

at.....

Removed at.....the.....day of

.....19.....

Warder in charge of.....

362. The above order shall not be given on mere report of misconduct, but only after investigation of the necessity for doing so. The evidence shall be taken down in writing and forwarded to the Superintendent of Prisons, together with the copy of the order.

363. If handcuffs or figures-of-eight are placed behind the back, they shall be removed to the front at meal time and bed time, and replaced after meals and getting up.

364. Should these means of restraint be used upon the recommendation of the medical officer, it shall be so stated in the order, and that officer shall state his concurrence as to the mode and time of restraint being in accordance with his opinion of the necessity of the case.

365. No part of the foregoing orders shall apply to handcuffs when used only in the usual manner as a means of securing convicts or criminal prisoners while travelling.

CANVAS DRESS.

366. Canvas dress shall be made of No. 1 canvas not to exceed in weight 12 pounds (avoirdupois). It shall only be used by order of the Superintendent of Prisons for clothing prisoners who destroy their clothing.

367. The date on which a prisoner commences or ceases to wear it shall be duly entered in the keeper's journal.

SECTION XXX.—DISCIPLINE AND PUNISHMENT OF PRISONERS.

(See sections 41 to 49, inclusive, of the Prisons Ordinance.)

368. (1) In cases of escape or attempt to escape the Superintendent of Prisons may order the offender to wear leg-irons for any period not exceeding six months in addition to such other punishment as may be awarded.

(2) Cases of escape are dealt with under sections 60 and 61 of the Prison Ordinance.

The prisoner can either be dealt with by the Superintendent of Prisons (in which case the Attorney General's consent is necessary) or prosecuted before a magistrate in the ordinary course of law.

(3) Dangerous or very troublesome prisoners may by order of the Superintendent of Prisons be clothed in parti-coloured clothing for any period not exceeding six months in addition to such other punishment as may be awarded.

369. Leg-irons shall consist of two iron rings large enough to admit of being firmly riveted round the ankles, joined by a chain or cross iron 42 inches in length. They shall not weigh less than three pounds or more than five and a half pounds avoirdupois.

370. On the visit of the Superintendent of Prisons, a book containing the names of the convicts or criminal prisoners wearing leg-irons shall be submitted for instructions as to their continuation or not.

ADDITIONAL RULES

made on the 20th August, 1925.

371. The medical officer, chaplain, matron, assistant keeper and chief warder shall at once report in writing to the keeper of any prison at which he may be serving every matter which may come to his knowledge requiring immediate attention and he

shall also similarly report any matter which may come to his knowledge which is in any way prejudicial to the welfare of the prisoners or the good order and proper administration of such Prison.

372. The keeper of any prison other than the keeper of the joint prison at Mazaruni, shall at once report in writing to the Superintendent of Prisons every matter reported to him in accordance with the provisions of the last preceding rule as well as every such matter as contemplated in the said preceding rule which may come to his knowledge though such matter may not have been reported to him in writing.

ADDITIONAL RULES

made on the 20th February, 1929.

373. Rules 105 to 109 of these rules under the general caption of "Special Rules for the Keeper of the Joint Prison at Mazaruni" shall apply to the keeper of any joint prison.

374. These rules may be cited as the Prison Rules.

SCHEDULE A.

r. 8.

All prisoners on reception at H.M. Penal Settlement.

Rules 10, 11, 295, 315, 322.

If prisoner is sentenced to less than twelve months' imprisonment with hard labour.

Rules 323, 324.

If prisoner is sentenced to twelve months' imprisonment with hard labour or over, or penal servitude.

Rules 325, 337, 338 to 346 inclusive.

SCHEDULE B.

r. 42.

All convicted prisoners, male and female, on admission to ordinary gaols.

Rules 47, 50, 295, 315 to 322 inclusive.

If prisoner is sentenced to less than twelve months' imprisonment with hard labour.

Rules 323, 324.

If prisoner is sentenced to twelve months' imprisonment with hard labour, or over.

Rules 325 to 346 inclusive.

SCHEDULE C. 1.—RULE 298.
THE FOLLOWING SHALL BE THE DIETARY TABLE FOR H.M. CONVICT PRISON AT MAZARUNI, ESSEQUIBO, CREOLES (full diet).

Day.	Breakfast, 5.15 a.m.	Dinner, 11.30 a.m.	Supper, 5 p.m.
Sunday	1 pint of Cocoa containing 1/2 oz. of Cocoa and 2 1/2 ozs. Sugar, Bread 6 ozs.	Rice 5 ozs., Salt Fish 2 1/2 ozs., Salt Pork 1 1/2 ozs., Bread 4 ozs.	1 pint Porridge containing 2 ozs. Corn-meal or Rice or Plantain Flour and 2 ozs. Sugar, Bread 4 ozs.
Monday	Ditto	1 pint Soup containing 5 ozs. Salt Fish, 1 1/2 ozs. Salt Pork, 4 ozs. Rice, 1/2 oz. Onions, 1 1/2 lbs. Plantains (with skins) or 1 1/2 lbs. Cassava or other Vegetables (with skins) (5 ozs. of Rice is generally given instead of Vegetables, when not procurable), Bread 4 ozs.	1 pint Porridge containing 2 ozs. Corn-meal or Rice or Plantain Flour and 2 1/2 ozs. Sugar, Bread 6 ozs.
Tuesday	Ditto	1 pint Soup containing 7 ozs. Fresh Meat with its own liquor, flavoured with 1/2 oz. Split Peas, 1/2 oz. Salt, 10 ozs. Vegetables (with skins) or 14 ozs. Plantains (with skins), Bread 4 ozs.	Ditto
Wednesday	Ditto	1 pint Soup containing 7 ozs. Salt Beef, or 7 ozs. Corned Beef. Vegetables as on Monday. Bread 4 ozs.	Ditto
Thursday	Ditto	1 pint Soup containing 3 1/2 ozs. Fresh Pork, or 7 ozs. Fresh Meat, 2 ozs. Barley, or 4 ozs. Rice, 1/2 oz. Onions, 1/2 oz. Salt. Vegetables as on Monday. (When not procurable 12 ozs. Flour and 1 oz. Cornmeal). Bread 4 ozs.	Ditto
Friday	Ditto	The same as on Wednesday	Ditto
Saturday	Ditto	1 pint Soup containing 7 ozs. Fresh Meat, flavoured with 1/2 oz. Split Peas, 1/2 oz. Salt, Vegetables 10 ozs. (with skins) or Plantains 14 ozs. (with skins), Bread 4 ozs.	Ditto

EAST INDIANS (full diet).

Sunday	The same as for Creoles	Dholl 1 1/2 ozs., Rice 5 ozs., Salt Fish 2 1/2 ozs., Bread 4 ozs.	The same as for Creoles.
Monday	Ditto	Rice 8 ozs., Dholl or Peas 4 ozs., Butter or Coconut Oil 1/2 oz., Onions 1/2 oz., Salt 1/2 oz., Curry Powder 1/2 oz., Salt Fish 2 1/2 ozs., Bread 4 ozs.	Ditto.
Tuesday	Ditto	Rice 6 ozs., Salt Fish 5 ozs., Flour 1/2 oz., Butter or Coconut Oil 1/2 oz., Dholl or Peas 4 ozs., or 14 ozs. Plantains (with skins) or 10 ozs. Sweet Potatoes or other Vegetables (with skins), Curry Powder 1/2 oz., Bread 4 ozs.	Ditto.
Wednesday	Ditto	Same as on Monday	Ditto.
Thursday	Ditto	Same as on Tuesday	Ditto.
Friday	Ditto	Same as on Monday	Ditto.
Saturday	Ditto	Same as on Tuesday	Ditto.

CREOLES (reduced diet— $\frac{2}{3}$ of full rations).

Day.	Breakfast, 5.15 a.m.	Dinner, 11.30 a.m.	Supper, 5 p.m.
Sunday	$\frac{1}{2}$ pint Cocoa containing $\frac{1}{2}$ oz. of Cocoa and 1 oz. Sugar, Bread 4 ozs.	Rice $3\frac{1}{2}$ ozs., Salt Fish $1\frac{1}{2}$ ozs., Salt Pork $\frac{1}{2}$ ozs., Bread $2\frac{1}{2}$ ozs. ...	$\frac{2}{3}$ pint Porridge containing $1\frac{1}{2}$ ozs. Cornmeal or Rice, or Plantain Flour, $1\frac{1}{2}$ ozs. Sugar, Bread $2\frac{1}{2}$ ozs.
Monday	Ditto	$\frac{2}{3}$ pint Soup containing $3\frac{1}{2}$ ozs. Salt Fish, $1\frac{1}{2}$ ozs. Salt Pork, $2\frac{1}{2}$ ozs. Rice, $\frac{1}{2}$ oz. Onions, $1\frac{1}{2}$ lbs. Plantains (with skins), or $\frac{1}{2}$ lb. Cassava or other Vegetables (with skins), (3 $\frac{1}{2}$ ozs. of Rice generally given instead of Vegetables when not procurable). Bread $2\frac{1}{2}$ ozs.	$\frac{2}{3}$ pint Porridge containing $1\frac{1}{2}$ ozs. Cornmeal or Rice, or Plantain Flour, $1\frac{1}{2}$ ozs. Sugar, Bread 4 ozs.
Tuesday	Ditto	$\frac{2}{3}$ pint Soup containing $4\frac{1}{2}$ ozs. Fresh Meat with its own liquor, flavoured with $\frac{1}{2}$ oz. Split Peas, $\frac{1}{2}$ oz. Salt, $6\frac{1}{2}$ ozs. Vegetables (with skins) or $9\frac{1}{2}$ ozs. Plantains (with skins). Bread $2\frac{1}{2}$ ozs.	Ditto.
Wednesday	Ditto	$\frac{2}{3}$ pint Soup containing $4\frac{1}{2}$ ozs. Salt Beef, or $4\frac{1}{2}$ ozs. Corned Beef. Vegetables as on Monday. Bread $2\frac{1}{2}$ ozs.	Ditto.
Thursday	Ditto	$\frac{2}{3}$ pint Soup containing $2\frac{1}{2}$ ozs. Fresh Pork, or $4\frac{1}{2}$ ozs. Fresh Meat, $1\frac{1}{2}$ ozs. Barley or $2\frac{1}{2}$ ozs. Rice, $\frac{1}{2}$ oz. Onions, $\frac{1}{2}$ oz. Salt. Vegetables as on Monday. (When not procurable 8 ozs. Flour and $\frac{1}{2}$ oz. Cornmeal.)	Ditto.
Friday	Ditto	The same as on Wednesday ...	Ditto.
Saturday	Ditto	$\frac{2}{3}$ pint Soup containing $4\frac{1}{2}$ ozs. Fresh Beef, flavoured with $\frac{1}{2}$ oz. Split Peas, $\frac{1}{2}$ oz. Salt, Vegetables $6\frac{1}{2}$ ozs. (with skins) or $9\frac{1}{2}$ ozs. Plantains (with skins), Bread $2\frac{1}{2}$ ozs.	Ditto.

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EAST INDIANS (reduced diet— $\frac{2}{3}$ of full rations).

Sunday	$\frac{1}{2}$ pint Cocoa containing $\frac{1}{2}$ oz. of Cocoa, $1\frac{1}{2}$ oz. Sugar, Bread 4 ozs.	Dholl 1 oz., Rice $3\frac{1}{2}$ ozs., Salt Fish $1\frac{1}{2}$ ozs., Bread $2\frac{1}{2}$ ozs. ...	$\frac{2}{3}$ pint Porridge containing $1\frac{1}{2}$ ozs. Cornmeal or Rice, or Plantain Flour, $1\frac{1}{2}$ ozs. Sugar, Bread $2\frac{1}{2}$ ozs.
Monday	Ditto	Rice $3\frac{1}{2}$ ozs., Dholl or Peas $2\frac{1}{2}$ ozs., Butter or Coconut Oil $\frac{1}{2}$ oz., Onions $\frac{1}{2}$ oz., Salt $\frac{1}{2}$ oz., Salt Fish $1\frac{1}{2}$ ozs., Curry Powder $\frac{1}{2}$ oz., Bread $2\frac{1}{2}$ ozs.	$\frac{2}{3}$ pint Porridge containing $1\frac{1}{2}$ ozs. Cornmeal or Rice, or Plantain Flour, $1\frac{1}{2}$ ozs. Sugar, Bread 4 ozs.
Tuesday	Ditto	Rice 4 ozs., Salt Fish $3\frac{1}{2}$ ozs., Flour $\frac{1}{2}$ oz., Butter or Coconut Oil $\frac{1}{2}$ oz., Dholl or Peas $2\frac{1}{2}$ ozs., or Plantains $9\frac{1}{2}$ ozs. (with skins), or Sweet Potatoes or other Vegetables $6\frac{1}{2}$ ozs. (with skins), Curry Powder $\frac{1}{2}$ oz., Bread $2\frac{1}{2}$ ozs.	Ditto.
Wednesday	Ditto	Same as on Monday	Ditto.
Thursday	Ditto	Same as on Tuesday	Ditto.
Friday	Ditto	Same as on Monday	Ditto.
Saturday	Ditto	Same as on Tuesday	Ditto.

PRISON DIETARY, PENAL CLASS RATIONS.

BREAKFAST, 5.15 a.m.—Bread 4 ozs., $\frac{1}{2}$ pint Cocoa containing $\frac{1}{2}$ oz. Cocoa (no sugar).
 DINNER, 11.30 a.m.—Half of the ration given for dinner to prisoners on full diet, except that the amount of bread shall be 3 ozs.
 SUPPER, 5 p.m.— $\frac{2}{3}$ pint of Porridge containing $1\frac{1}{2}$ ozs. Cornmeal or Rice or Plantain Flour, $1\frac{1}{2}$ ozs. of sugar, Bread 3 oz.

CONVICTS IN SOLITARY CONFINEMENT.

Bread 1 lb. per diem. Penal Class Diet on alternate one, two, or three days as may be ordered when confinement is continued beyond three days.

N.B.—In above scale the weights are those of uncooked food.

SCHEDULE C.—*Vide* Rules 49 and 298.

THE FOLLOWING SHALL BE THE DIETARY TABLE FOR THE PRISONS AT GEORGETOWN, NEW AMSTERDAM AND MORAWHANNA.

		EAST INDIANS.				CREOLES.			
		FULL DIET.		REDUCED DIET.		FULL DIET.		REDUCED DIET.	
BREAKFAST— Bread or Biscuits Sugar		Every day. ... 4 ozs. ... 1 oz.	Every day. ... 4 ozs. ... 1 oz.	BREAKFAST— Bread or Biscuits Sugar	Every day. ... 4 ozs. ... 1 oz.	BREAKFAST— Bread or Biscuits Sugar	Every day. ... 4 ozs. ... 1 oz.	BREAKFAST— Bread or Biscuits Sugar	Every day. ... 4 ozs. ... 1 oz.
DINNER—		DINNER—		DINNER—		DINNER—		DINNER—	
Salt Fish	...	3 ozs.	2 ozs.	Salt Fish	...	2 ozs.	2 ozs.	Salt Fish	...
Salt Pork	...	3 ozs.	2 ozs.	Salt Pork	...	2 ozs.	2 ozs.	Salt Pork	...
Bread	...	5 ozs.	4 ozs.	Bread	...	4 ozs.	4 ozs.	Bread	...
Rice or Plantains	...	1 1/2 lbs.	1 1/2 lbs. or 1 lb.	Rice or Plantains	...	1 1/2 lbs.	1 1/2 lbs.	Rice or Plantains	...
Ghee	...	1 oz.	1 oz.	Ghee	...	1 oz.	1 oz.	Ghee	...
Butter or Coconut Oil	...	1/2 oz.	1/2 oz.	Butter or Coconut Oil	...	1/2 oz.	1/2 oz.	Butter or Coconut Oil	...
Peas or Dhol	...	1/2 oz.	1/2 oz.	Peas or Dhol	...	1/2 oz.	1/2 oz.	Peas or Dhol	...
Curry Powder	...	1/2 oz.	1/2 oz.	Curry Powder	...	1/2 oz.	1/2 oz.	Curry Powder	...
Sugar	...	3 ozs.	3 ozs.	Sugar	...	3 ozs.	3 ozs.	Sugar	...
SUPPER—		SUPPER—		SUPPER—		SUPPER—		SUPPER—	
Salt Fish	...	3 ozs.	2 ozs.	Salt Fish	...	2 ozs.	2 ozs.	Salt Fish	...
Rice or Plantains	...	5 ozs.	4 ozs.	Rice or Plantains	...	4 ozs.	4 ozs.	Rice or Plantains	...
Bread	...	1 1/2 lbs.	1 1/2 lbs.	Bread	...	1 1/2 lbs.	1 1/2 lbs.	Bread	...
Sugar	...	3 ozs.	3 ozs.	Sugar	...	3 ozs.	3 ozs.	Sugar	...
		1 oz.	1 oz.			1 oz.	1 oz.		
		6 ozs.	6 ozs.			6 ozs.	6 ozs.		
		1 oz.	1 oz.			1 oz.	1 oz.		
		3 ozs.	3 ozs.			3 ozs.	3 ozs.		
		1 lb.	1 lb.			1 lb.	1 lb.		
		4 ozs.	4 ozs.			4 ozs.	4 ozs.		
		1 lb.	1 lb.			1 lb.	1 lb.		
		3 ozs.	3 ozs.			3 ozs.	3 ozs.		
		1 oz.	1 oz.			1 oz.	1 oz.		
		6 ozs.	6 ozs.			6 ozs.	6 ozs.		
		1 oz.	1 oz.			1 oz.	1 oz.		
		3 ozs.	3 ozs.			3 ozs.	3 ozs.		
		1 lb.	1 lb.			1 lb.	1 lb.		
		4 ozs.	4 ozs.			4 ozs.	4 ozs.		
		1 lb.	1 lb.			1 lb.	1 lb.		
		3 ozs.	3 ozs.			3 ozs.	3 ozs.		
		1 oz.	1 oz.			1 oz.	1 oz.		
		6 ozs.	6 ozs.			6 ozs.	6 ozs.		
		1 oz.	1 oz.			1 oz.	1 oz.		
		3 ozs.	3 ozs.			3 ozs.	3 ozs.		
		1 lb.	1 lb.			1 lb.	1 lb.		
		4 ozs.	4 ozs.			4 ozs.	4 ozs.		
		1 lb.	1 lb.			1 lb.	1 lb.		
		3 ozs.	3 ozs.			3 ozs.	3 ozs.		
		1 oz.	1 oz.			1 oz.	1 oz.		
		6 ozs.	6 ozs.			6 ozs.	6 ozs.		
		1 oz.	1 oz.			1 oz.	1 oz.		
		3 ozs.	3 ozs.			3 ozs.	3 ozs.		
		1 lb.	1 lb.			1 lb.	1 lb.		
		4 ozs.	4 ozs.			4 ozs.	4 ozs.		
		1 lb.	1 lb.			1 lb.	1 lb.		
		3 ozs.	3 ozs.			3 ozs.	3 ozs.		
		1 oz.	1 oz.			1 oz.	1 oz.		
		6 ozs.	6 ozs.			6 ozs.	6 ozs.		

N.B.—All weights uncooked. Plantains weighed uncooked with stalks and skins.

SCHEDULE D.—*Vide* RULE 298.
THE FOLLOWING SHALL BE THE DIETARY TABLE FOR FEMALE CONVICTS UNDERGOING LONG TERMS OF IMPRISONMENT.
CREOLES.

Day.	Breakfast, 5.15 a.m.	Dinner, 11.30 a.m.	Supper, 5 p.m.
Sunday	1 pint of Cocoa containing $\frac{1}{2}$ oz. Cocoa and 2 ozs. Sugar, Bread 6 ozs.	Rice 4 ozs., Salt Fish 2 ozs., Salt Pork 1 oz., Bread 3 ozs.	1 pint Porridge containing 2 ozs. Corn-meal or Rice or Plantain Flour and 2 ozs. Sugar, Bread 4 ozs.
Monday	Ditto	1 pint Soup containing 4 ozs. Salt Fish, 1 oz. Salt Pork, 3 ozs. Rice, $\frac{1}{2}$ oz. Onions, $1\frac{1}{4}$ lbs. Plantains (with skins), or 1 lb. Cassava or other Vegetables (with skins), (4 ozs. Rice is generally given instead of Vegetables when not procurable), Bread 3 ozs.	1 pint Porridge containing 2 ozs. Corn-meal or Rice or Plantain Flour and 2 ozs. Sugar, Bread 6 ozs.
Tuesday	Ditto	1 pint Soup containing 5 ozs. Fresh Meat with its own liquor flavoured with $\frac{1}{2}$ oz. Split Peas, $\frac{1}{2}$ oz. Salt, 7 ozs. Vegetables (with skins) or 10 ozs. Plantains (with skins), Bread 3 ozs.	Ditto
Wednesday	Ditto	1 pint Soup containing 4 ozs. Salt Beef or 5 ozs. Corned Beef, Vegetables as on Monday, Bread 3 ozs.	Ditto
Thursday	Ditto	1 pint Soup containing 3 ozs. Fresh Pork or 5 ozs. Fresh Meat, 2 ozs. Barley or 3 ozs. Rice, $\frac{1}{2}$ oz. Onions, $\frac{1}{2}$ oz. Salt, Vegetables as on Monday, (When not procurable 8 ozs. Flour and 1 oz. Cornmeal), Bread 3 ozs.	Ditto
Friday	Ditto	The same as Wednesday	Ditto
Saturday	Ditto	1 pint Soup containing 5 ozs. Fresh Beef flavoured with $\frac{1}{2}$ oz. Split Peas, $\frac{1}{2}$ oz. Salt, Vegetables 7 ozs. (with skins) or 10 ozs. Plantains (with skins), Bread 3 ozs.	Ditto

EAST INDIANS.

Sunday	The same as for Creoles	Dholl 1 oz., Rice 4 ozs., Salt Fish 2 ozs., Bread 3 ozs.	The same as for Creoles.
Monday	Ditto	Rice 6 ozs., Dholl or Peas 3 ozs., Butter or Coconut Oil $\frac{1}{2}$ oz., Onions $\frac{1}{2}$ oz., Salt $\frac{1}{2}$ oz., Salt Fish 2 ozs., Curry Powder $\frac{1}{2}$ oz., Bread 3 ozs.	Ditto.
Tuesday	Ditto	Rice 4 ozs., Salt Fish 4 ozs., Flour $\frac{1}{2}$ oz., Batter or Coconut Oil $\frac{1}{2}$ oz., Dholl or Peas 3 ozs. or Plantains 10 ozs. (with skins), or Sweet Potatoes or other Vegetables 7 ozs. (with skins), Curry Powder $\frac{1}{2}$ oz., Bread 3 ozs.	Ditto.
Wednesday	Ditto	Same as on Monday	Ditto.
Thursday	Ditto	Same as on Tuesday	Ditto.
Friday	Ditto	Same as on Monday	Ditto.
Saturday	Ditto	Same as on Tuesday	Ditto.

N.B.—In the above scales the weights are those of uncooked food.

r. 105.

SCHEDULE E.

FINES.

		\$ c.
1. Late on duty, not exceeding an hour	not exceeding	0 60
2. Leaving a cell or gate unlocked	" "	0 50
3. Neglecting to take proper care of keys entrusted to his charge	" "	0 50
4. Using profane, indecent or immoral language ...	" "	0 50
5. Neglecting to make any authorised sound or signal at the proper time. (<i>Note.</i> —This covers the new flag signals)	" "	0 50
6. Neglecting to have lamps properly trimmed and burning	" "	0 50
7. Neglecting to examine the cells or fastenings under his charge, or neglecting to search any ward, cell, workshop, shed, place or article of Government property which it is his duty to do	" "	1 00
8. Neglect of duty in permitting any portion of the prison, or any article of Government property, under his charge to be dirty or untidy	" "	0 50
9. Neglect of duty in not reporting any injury or damage to Government property	" "	0 50
10. Inattention when in charge of prisoners	" "	0 50
11. Improperly dressed... ..	" "	0 50
12. Wrangling on duty	" "	0 50
13. Omitting to make a proper report when unfit for duty through sickness	" "	0 25
14. Incorrect tally	" "	0 50
15. Permitting prisoners to talk, or make a noise, or signs or signals	" "	1 00
16. Smoking or reading whilst on duty	" "	1 00
17. Omitting to open the gate at the time appointed	" "	0 25
18. Giving incorrect rations	" "	0 50
19. Neglect of duty in not properly cooking rations	" "	0 50
20. Neglect of duty in not reporting any rations unfit for issue	" "	0 50
21. Neglect of duty in not having rations ready cooked at the time appointed	" "	0 50
22. Disrespectful in manner to his superior officer	" "	1 00
23. Making a frivolous or vexatious complaint	" "	0 50
24. Disobedience of orders, or negligence with respect to any prison rules or regulations not herein expressly mentioned, or to any order given by his superior officer or by any person in authority connected with the prison	" "	0 50

If any of these offences be repeated a second time within six months, the offender shall be subject to a fine of double the amount herein set down.

If any of the offences be repeated a third time within twelve months, they shall not be dealt with by the Keeper, but reported for disposal by the Superintendent of Prisons.

THE FINE FUND REGULATIONS

made by the Governor under section 82 on the 12th July, 1934.

1. These regulations may be cited as the Prison Officers' Fine Fund Regulations. Short title.

2. In these regulations, unless the context otherwise requires— Inter-pretation.
 "Prison Officers" means anyone holding an Office or performing a duty in, or in connection with a prison.

3. Fines imposed on Prison Officers shall be deducted from their pay and be promptly deposited by the Clerk to the Superintendent of Prisons, in the Post Office Savings Bank to the credit of an account entitled, "The Prison Officers Fine Fund," hereinafter referred to as "the Fund." Payment of fines into Post Office Savings Bank.

4. The clerk to the Superintendent of Prisons shall in his books of account keep a separate account for the Fund under two headings, viz., Capital Account and Income Account. He shall credit to the Capital Account half of the fines collected and to the Income Account the other half of such fines and all interest or dividends received from the Post Office Savings Bank or from any securities purchased with moneys belonging to the Fund: Capital and income accounts.

Provided that when and so long as the Capital Account has at its credit a total sum of not less than two thousand two hundred and fifty dollars the whole of the fines collected shall be credited to the Income Account.

5. The whole or any portion of any sum at the credit of the Income Account may be applied by the Superintendent of Prisons— Application of sums at credit of income account.

(a) to the cost of the upkeep of recreation rooms, sporting outfits and of amusements for Prison Officers;

(b) to the cost of providing books and papers for libraries for Prison Officers;

(c) to the payment of such special rewards to Prison Officers as the Governor may from time to time approve in each case;

(d) in such other manner for the benefit of Prison Officers as the Governor may from time to time direct.

Application
of sums at
credit of
capital
account.

6. (1) The Superintendent of Prisons may invest the whole or any portion of any sum at the credit of the Capital Account in such securities as the Governor may approve and the interest or dividends derived from such securities shall on receipt thereof be promptly deposited in the Savings Bank to the credit of the Fund.

(2) With the sanction of the Governor, the Superintendent of Prisons may expend the whole or any portion of any sum at the credit of the Capital Account on any of the objects to which any sum at the credit of the Income Account may be applied.

Audit.

7. An annual account of the receipts and payments made up to the 31st December of each and every year, together with the Post Office Savings Bank Book and all vouchers, shall be submitted not later than the 31st January of the year next succeeding to the Director of Audit for audit. The audited statement shall then be laid before the Governor.

UNIFORM AND DRILLING OF PRISON OFFICERS.

RULES

made by the Governor under sections 22 and 82 on the 20th July, 1934, and amended on the 6th January, 1946, (1 of 1946), and the 5th February, 1948, (1 of 1948).

Short title.

1. These rules may be cited as the Prison Officers' (Uniform) Rules.

PART I.—THE DESCRIPTION AND ISSUE OF ARMS, ACCOUTREMENTS AND UNIFORM SUPPLIED TO PRISON OFFICERS.

Free issue
of uniforms.
1 of 1946.

2. Uniforms shall be issued free to Prison Officers as follows—

(a) Superintendent of Prisons—

Helmet, one, khaki, Wolseley pattern, with brown leather chin strap and puggaree; forage cap, one, khaki, infantry pattern, with badge of Colony in front; tunic, one, (for full dress purposes only) khaki drill, infantry pattern, shoulder straps of double gold cord to fasten with small size buttons; trousers, one pair, (for full dress purposes only), khaki drill; shirts, three annually, khaki drill, infantry pattern, shoulder straps of double gold cord to fasten with small size buttons; shorts, three pairs annually, khaki drill; shoes, two pairs annually, brown leather;

stockings, three pairs annually; buttons, gold plated with badge of Colony in centre; waterproof, one, khaki; ties, two annually, khaki; belt, one, Sam Browne.

(b) Deputy Superintendent of Prisons—

The same as for Superintendent of Prisons with the exception that shoulder straps shall be of single gold cord.

(c) Assistant Superintendent of Prisons—

The same as for Superintendent of Prisons, with the exception that shoulder straps shall be of double silver cord, and buttons shall be silver plated.

(d) Chief Prison Officers—

Helmet, one, khaki, Wolseley pattern, with brown leather chin strap and puggaree; forage cap, one, khaki, infantry pattern, with badge of Colony in front; trousers, two pairs annually, khaki drill; shirts, three annually, khaki drill, infantry pattern, shoulder straps of single silver cord to fasten with small size buttons; shoes, two pairs annually, brown leather; buttons, silver plated with badge of Colony in centre; waterproof, one, khaki; ties, two annually, khaki; belt, one, Sam Browne; whistle and chain.

(e) Dispensers, clerks and store-keepers—

The same as for Chief Prison Officers, except that shirts shall have no cord and no belts shall be issued.

(f) Principal Warders—

The same as for Chief Prison Officers, except that shirts shall have no cord and belts shall be as worn by Warders.

(g) Warders—

Helmet and badge; great coat, one; cap, one, serge, with band; shirts, three annually, blue; trousers, two pairs annually, blue serge; boots, two pairs annually, black ankle leather; class badges.

(h) Matrons—

1 of 1948.

Hats, two annually, dark straw; dresses, two annually, dark serge; aprons, four annually, white; boots, two pairs annually, black ankle leather; belt and waterproof.

3. Subject to the annual issue of certain items of uniform as specified in rule 2, the Superintendent of Prisons shall direct a fresh issue of any item of uniform which has, in his opinion, become unserviceable.

Replacement
issue of
uniforms.
1 of 1946.

Time
expired
clothing.

4. Clothing, with the exception of great coats, will become the property of the person to whom it was issued after two years' wear. The Storekeeper will give a receipt as directed in rule 8.

Certificate
of return of
clothing and
equipment.

5. All uniform, etc., as is not time expired, supplied at the public expense will be given up to the Storekeeper before leaving the service or quitting the Colony on leave. Prior to this the Storekeeper will furnish the Superintendent of Prisons with a certificate to this effect.

Money in
lieu of
uniform.

6. A Prison Officer who can produce uniform (with the exception of great coats) which, in the opinion of the keeper of the Prison he is serving at, is sufficiently serviceable and good to obviate the issue of a similar article for the current year, may receive the sum of two-thirds the value as compensation in lieu of such issue.

Money in
lieu of boots.

7. Any Prison Officer having in his possession regulation boots that are equal to new may receive the sum of two-thirds value as compensation in lieu of a fresh issue of boots.

Clothing
book.

8. A clothing Issue and Return Book shall be kept by the Storekeeper at each Prison. This book shall contain a separate account for each man, each account shall have a debit and credit side. On the debit side shall be entered in proper columns each article of clothing supplied, and the officer receiving same shall sign and date a receipt for it opposite the entry of the issue. On the credit side shall be entered in similar manner each article of clothing returned to the store. The Storekeeper on receiving same shall sign and date a receipt in the presence of the person delivering such clothing opposite the entry of the article returned.

Extra issue.

9. Any article of clothing required by a Prison Officer, over and above the number of such articles allowed for the service of one year, will be supplied from the store on payment; except in the case of clothing lost or damaged during the execution of duty; when a report will be made to the Superintendent of Prisons. If there is no clothing on hand which properly fits any member of the service to be clothed, no issue is to be made to him, but his case is to be reported to the Superintendent of Prisons who will order suitable clothing to be made.

10. Before being issued from the store, every article of uniform shall be stamped as follows or in such manner as the Superintendent of Prisons may direct, viz.—

Marking of clothing, etc.

Trousers—inside the seat at the back.

Blue tunics—inside the breast lining.

Helmets and caps—inside of top.

Boots—inside top leather.

Great coats—inside breast lining.

The month and year of issue to be marked on each article.

11. Prison Officers are allowed to purchase articles from the Store at cost price plus 15 per cent. thereon to cover import expenses; requisition for same to be made through the Superintendent of Prisons.

Purchasing articles from store.

12. (1) 1 Rifle, 1 sight protector, 1 bayonet, 1 scabbard, 1 oil bottle, 1 pull through, 2 belts, brown leather, 1 pouch, brown leather, 1 whistle and chain, 1 key chain and strap, 1 baton and thong, 1 memorandum book.

Arms, accoutrements, etc.

Revolver—Webley, revolver pouch and shoulder strap and lanyard will be issued as necessary, by authority of the Superintendent of Prisons.

(2) These articles will remain the property of the Government. When they are condemned, a fresh issue will be made.

Renewals.

13. Small Arms Ammunition will be issued in such quantities as the Superintendent of Prisons may from time to time direct.

Small arms ammunition.

PART II.—DRILLING AND DISCIPLINE OF PRISON OFFICERS.

14. (1) Drill will be the same as that laid down in "Infantry Training."

Infantry drill.

(2) Drill and musketry shall take place at such times and places as may be ordered by the Superintendent of Prisons.

Drill and musketry.