

of the prisoners, or to any other matter that should be brought under his notice.

550. Where it is noticed that a prisoner is suffering from any injury or illness apparently necessitating the attention of a medical practitioner, steps should be immediately taken to send for one.

551. Where a prisoner says he is ill and wants a medical practitioner, or whether ill or not if he has the means to pay for one, his request must be complied with.

552. Where a prisoner has no means, and the watchhouse-keeper is satisfied that there is nothing wrong with him, he should not send for a medical practitioner without the sanction of the officer in charge of the station; but if he has any doubt it is better that a medical practitioner should be sent for.

553. Where a prisoner is remanded on a charge of helpless drunkenness the cost of maintenance should be applied for when he is dealt with.

554. Prisoners should be classified as much as possible, persons charged with drunkenness, minor offences, crimes, and being mentally defective being separated.

555. Mental defectives should always be kept separate, and kept in a padded cell where there is one, and should be disposed of as soon as possible.

They should be visited every half-hour or oftener, and particular care taken that there is nothing in the cell or on their person with which they could injure themselves.

556. Ordinary prisoners must be visited every two hours.

557. All prisoners when placed in a cell should have collars and ties, belts, braces, and handkerchiefs removed, and if drunk their shirt-collar should be loosened; and if the weather is cold care must be taken that they are properly covered with sufficient blankets.

558. If a prisoner's clothes are wet they must be removed and dried.

559. Male prisoners must be kept strictly apart from female prisoners.

560. Where young persons have to be locked up they must be kept separate from adults.

561. No person should be allowed to communicate with a prisoner in a watchhouse unless with the sanction of the officer in charge of the station. If the officer in charge sanctions such an interview, it must be in the presence of a Constable.

The only exception to this rule is in the case of solicitors or their clerks whom the prisoner may wish to consult; they shall at all times be allowed access to the prisoner, and a Constable must keep within view but beyond hearing.

562. Persons not connected with the Police Force must not be allowed to frequent watchhouses, but exceptions may be made in favour of members of the Press and persons representing societies for the assistance of discharged prisoners.

563. Watchhouse-keepers will be held responsible that all charges made by Constables are properly formulated. The watchhouse-keeper should obtain the particulars from the Constables and frame the charges for them.

564. Where a person is brought to the watchhouse, and the watchhouse-keeper is not satisfied that an offence has been committed for which the person should be detained, he must not lock him up without the authority of the officer in charge of the station.

If any person so brought to the station is liberated, a report shall be immediately made by the watchhouse-keeper and by the Constable who brought the person to the station.

565. Watchhouse-keepers will be held responsible for the entries made in the books under their charge, which must be accurate and neatly made.

They shall enter the result of each charge in the Charge-book, in the column for that purpose, not only of prisoners summarily convicted, but of those committed for trial or sentence.

Where prisoners have been previously convicted they shall attach a list of previous convictions to the charge-sheet for the information of the prosecuting officer.

566. When a prisoner is committed for trial it is the duty of whoever is in charge of the case to furnish to the officer in charge of the station full particulars of the case, giving the names of witnesses and the antecedents of the prisoner on the proper form.

567. The officer in charge of a case shall keep in touch with the witnesses until after the trial. He must see that they are in attendance both before the grand and common juries, and that they are handy to be called when required, so that no delay will be occasioned.

Should he learn that any of the witnesses are about to leave New Zealand before the trial, he shall immediately report the matter, so that steps may be taken either to stop them going away or to see them off (so that their depositions may be read), as the Crown Solicitor may direct.

568. The arresting Constable must in all cases attend the trial, whether bound over or not, unless in cases where he has no important evidence to give, when it is his duty to ask for instructions before the trial, so that the Crown Solicitor can direct whether he is required or not.

569. Officers in charge of districts shall see that proper arrangements are made for the supply of meals to prisoners confined in lock-ups.

570. Prisoners who are confined at the usual meal-hours shall be supplied with meals if in a fit state to receive them.

For breakfast they shall be supplied with hot tea or coffee, milk and sugar, and bread and butter; for dinner, hot meat and potatoes, bread and butter, and tea or coffee; for tea, cold meat, bread and butter, and tea.

571. One shilling and sixpence per day, or 6d. per meal, shall be allowed for prisoners at all stations except at places where provisions are exceptionally dear, when special arrangements must be made.

572. A return of all rations issued shall be made out monthly (or quarterly at small stations), and sent in with voucher for payment. Each meal must be shown as one-third of a ration.

573. Where a prisoner is arrested for drunkenness and denies that he is drunk, immediate steps should be taken to have the prisoner examined by competent officers, so as to corroborate or otherwise the evidence of the arresting Constable. If the prisoner demands to be examined by a medical practitioner, and has the money to pay for such examination, his request must be at once complied with, but care must be taken that there is no delay in obtaining the medical practitioner's attendance, or that, if there is any delay, the time of his visit must be noted, so that it can be given in evidence.

574. Where a prisoner is unconscious, whether the unconsciousness is caused by liquor, illness, or other causes, a medical practitioner must be at once called in.

575. A return of all prisoners tried or sentenced at the Supreme Court shall be furnished by the officer in charge at the place of trial for the *Police Gazette*