

when funds for the latter purpose can be spared :

- (3.) Providing a new cloth and other appointments as required :
- (4.) Providing boxing-gloves, handball, and skipping-ropes for the gymnasium. Dumbbells, clubs, punching-ball and stand, and wrestling-mats will be provided by the Department.
- (5.) Providing annual subscriptions for unbound numbers of "The Times Law Reports" and "New Zealand Law Reports" for use in the reading-room. The Department will bear the cost of binding the volumes in half-calf as they become complete.

115. Officers in charge of districts shall pay particular attention to the establishment of messes, and take all necessary steps for forming and adapting them to the requirements of the Police under their charge, and for so managing them that Constables from other stations who may be passing through on duty may obtain their meals at moderate cost. In all matters relating to the expense and management of the mess the minority must give way to the majority, the officer in charge being appealed to if desired. No mess debts to tradesmen shall be incurred by members.

116. Sergeants must not be elected mess caterers ; the Constables should elect one of their own number to that position.

117. Regularity of hours, cleanliness, proper costume, and correct behaviour at meals must be strictly observed.

118. Relatives of members of the Force, discharged Constables, and other persons not connected with the service shall not be allowed to sleep in barracks ; and no person, except on public business, shall be allowed to frequent Police premises or have access to the records. Any person dismissed from the Force shall not be allowed to frequent Police quarters on any excuse whatsoever ; nor shall any member of the Force associate with any such person if the offence for which he was dismissed was of a disgraceful nature.

119. When out-station men arrive at the headquarters station they shall report themselves to the Superintendent or Inspector with as little delay as possible, and again before taking their departure. They must also report their arrival and departure at the watchhouse, where the watchhouse-keeper shall enter their names in a book kept for that purpose, together with the hour of their arrival and departure, and the address at which they can be found while in town.

120. When a person comes to a station to report any matter care must be taken that no civilian is present or within hearing while the statement is being made : Provided that a friend who accompanies the complainant for the purpose of assisting him with his statement will be allowed to be present, but no others.

Beats.

121. In each of the centres of population where beat duty is carried out sub-districts shall be subdivided into sections and the sections into beats.

122. Each beat is timed, for working purposes. The working of each beat may be changed when deemed necessary or desirable by the officer in charge, but such change in the manner of working shall not affect the time allowed for such working unless the size of the beat is altered.

123. The boundaries of each beat shall be set out in writing, together with instructions as to the

manner of working and time allowed. These instructions shall be posted up in a prominent place in each station, and members of the Force detailed for beat duty must read and copy same so far as is necessary to enable them to work the beats to which they may be told off.

124. Constables are to patrol their beats at a regular pace, and, in the absence of instructions to the contrary, should work them by the right. The pace should not be less than two miles and a half an hour. At every intersection of streets they should stop and give a good look all round before proceeding.

125. The regularity with which a Constable is expected to work his beat must not prevent him from remaining at any particular place if necessary for the performance of his duty, but in such cases he must at the first opportunity furnish to the Sergeant in charge of the section a verbal report of the circumstances that detained him.

126. On day duty a Constable is to walk on the portion of the footway nearest the kerbstone ; at night, nearest the buildings : and shall examine all doors, windows, and gates to see if they are properly secured.

127. If a Constable finds a place open at night he shall remain outside until assistance reaches him. He must then search the place, and if no persons reside therein he must remain until the Sergeant in charge of the section arrives, who shall make all arrangements necessary for the care of the premises and communicate with the owner.

128. If a Constable has reason to believe that a person is on the premises who should not be there, the Constable must do the best he can under the circumstances to secure the intruder without waiting for assistance ; but in cases of shops, &c., left unlocked it is not desirable that a Constable should examine the premises without a witness.

129. If everything in any such premises is found in order the Constable should obtain a memorandum to that effect from the owner or occupier, and such memorandum shall be attached to the Constable's report of the occurrence.

130. Constables should call the attention of owners or occupiers of premises to unprotected windows or insecure fastenings which will permit of access to those premises, so that the same may be remedied.

131. A Constable must be watchful and active on his beat, and know all the lanes, alleys, and rights-of-way, and the position of fire-escapes on buildings and fire-alarms thereon, as well as public or private telephones which may be available for his use whenever he wants to use one. He will pay particular attention to the manner in which houses licensed for the sale of liquor on his beat are conducted, and report to his Sergeant on his first visit anything suspicious which has attracted his attention in connection with any such licensed house. He will keep reputed sly-grog shops, brothels, houses of ill-fame, gaming-houses, and opium-dens under strict surveillance, and take a note of the persons frequenting them. He is also to note any suspicious movements of vehicles plying for hire. He must promptly report any casualties, collisions, or accidents of a serious nature that happen on his beat.

132. Constables must endeavour so far as possible to prevent obstructions to traffic and to diminish the risk of accident to the public ; they should also see that all gratings, &c., are secure, and, if not, take immediate steps to secure them.

133. Nuisances should be reported, with the names of persons responsible for them, so that the proper authority can be communicated with.