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RULES AND REGULATIONS

OF THE

MAYOR AND ALDERMEN

FOR THE GOVERNMENT OF THE

Halifax Police Department.



HALIFAX, N. S.

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RULES AND REGULATIONS

FOR THE GOVERNMENT OF THE

HALIFAX POLICE DEPARTMENT.

I.—Each man shall be bound during the time he remains in the service of the establishment, to observe and strictly obey the following general and special regulations, and instructions, or such other as shall from time to time be adopted for the government of the Police Establishment.

II.—Every Officer and Policeman shall promptly obey all lawful orders of the persons placed in authority over him. No act of disobedience will be excused; but if at any time he shall consider himself aggrieved by the orders of his superior officers, he may complain to the Mayor or in his absence to the presiding Alderman, who shall give due attention to the matter complained of. And each Policeman shall promptly obey the orders of the Marshal, Deputy Marshal, and the Sergeants.

III.—On resigning, or being dismissed, every Policeman shall deliver up every article supplied to him by the Establishment; and if in the opinion of the City Marshal, any such article has been improperly used or damaged, a deduction shall be made from any pay then due to him, sufficient to cover the damage.

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IV.—A Policeman shall be liable to immediate dismissal for inability, negligence, drunkenness or misconduct, independently of any other punishment to which he may be by law exposed. He must be sober and temperate, punctual, active and diligent in the discharge of his duty, and shall on all occasions maintain a prudent and obliging behaviour. He must be firm, yet kind and conciliatory to those who are accused of offences. Incivility to persons or harshness on his part will not be passed over.

V.—During a policeman's tour of duty, he must not enter any public or private house, except in the immediate discharge of his duty; nor accept any liquor, although offered even by his most intimate friends. A breach of this order will not be excused, but subject the offender to suspension from office, fine or dismissal.

VI.—While on duty a Policeman must not smoke, nor enter into conversation with any one except on matters relating to his duty; and such conversation must not be continued longer than necessary.

VII.—A Policeman must be cautious not to interfere in any street and other affairs unnecessarily; but when circumstances require him to act he must do so with boldness and decision, and at the same time with coolness and perfect command of temper, regardless of the insolence and threats with which he may be assailed.

VIII.—A Policeman must strictly watch the conduct of all persons known to him to be of bad character, whose behaviour at the time is such as to excite just suspicion; and that in a way so as to make it evident to such persons that they are known and strictly watched; and that certain detection must follow any attempt to commit a crime.

IX.—The prevention of crime being the great object in view, a Policeman's best exertions must be constantly used to accomplish that end; he must strictly examine and make himself perfectly acquainted with every part of his round; adopt the best means for its protection, and vigilantly watch the movements of every description of persons passing his way, so as to acquire a facility in observing as well as in detecting the evil-disposed. He must also to the utmost of his power prevent the commission of assaults, breaches of the public peace, and all other crimes apparently about to be committed. He must by his vigilance render it extremely difficult for any one to commit crime within his round.

X.—The Officer or Policeman by whom any prisoner has been arrested and taken to the Station-house, on making his charge against such prisoner, shall state it accurately and truly, without regard to the statement made by the prisoner, or the insolence or imprecations which may have been used by him; and he or they shall attend the Court to give evidence.

XI.—A Policeman must be extremely careful not to give false alarms of fire, but when a fire has actually taken place on his round or beat, at or near it, he shall call out the street and make the alarm as general as possible within the rounds of his beat. He must also be careful that the alarm is properly understood by his neighbour Policeman, and shall not leave his round or beat when fire may happen in any other district; but be careful and give his utmost attention to prevent fires and breaches of the peace within his round or beat.

XII.—A Policeman shall report all lamps broken through the City during the night, and endeavour to apprehend the persons who broke them.

XIII.—A Policeman must, if possible, fix in his mind such impressions as will enable him by night or day to indentify persons whom he frequently observes on the streets at or during his hours on duty; and also endeavour to learn their names and place of residence and communicate to his superior officer all information regarding them.

XIV.—A Policeman shall afford every information and means of protection to all peaceable and orderly persons on the streets, but he shall on no account receive money from any person without the express permission of the City Marshal, who shall receive the same.

XV.—If during a Policeman's tour of duty he shall observe in the streets any thing likely to produce danger or public inconvenience or anything which may appear to him irregular or offensive he must report the same.

XVI.—A Policeman shall give his name or number on all enquiries, although they may be asked in an unbecoming manner, even though it were for the purpose of reporting his conduct.

XVII.—On the occurrence of a disturbance it is the first duty of the Police if possible to restore peace by moderate efforts or persuasion, and to disperse the crowd; if these fail, the offenders must be dispersed by force, and the principals therein arrested, and they shall have power to call upon all parties present to assist them; if refused assistance, the names of the parties refusing to be reported to the Mayor or presiding Alderman.

XVIII.—A Policeman must constantly keep in mind that his duties are of the greatest public importance, as on their efficient discharge depends the peace and comfort of the community, and the security of life and property.

XIX.—A Policeman must therefore employ his utmost efforts in the management of the trust committed to his charge; it is indispensably necessary that he should make himself perfectly acquainted with all parts of his round or beat, and with the streets, thoroughfares, and houses within it.

XX.—A Policeman must be expected to possess such a knowledge of the inhabitants of each house as will enable him to recognize their persons, he will thus prevent mistakes and be enabled to render assistance to the inhabitants when called for.

XXI.—Under doubtful circumstances, in cases where the parties offending are known, and where the offence is slight, it may be better to report the circumstance to the Marshal, or in his absence to the Mayor or presiding Alderman, that the offenders may be summoned, than to apprehend them without a warrant, but in all cases where in the judgment of the Policeman he ought to apprehend the party, he is justified in doing so, taking care to act with mildness, and to employ no more force than is requisite for the safe custody of the offender.

XXII.—A Policeman is bound to follow the directions in warrants, and to execute them with secrecy and despatch; upon all occasions he ought to state his authority, if it be not generally known, and should show his warrant when required to do so, but should never part with the possession of the warrant, as it may be wanted for his own justification.

XXIII.—Whenever there is reason to apprehend a riot, or serious disturbance of the peace, information should be given as speedily as possible to the Mayor and Aldermen.

XXIV.—The Police shall not allow the sidewalks or carriageways to be obstructed, or a nuisance to be caused by the assemblage of idle and disorderly persons at the corners of streets, at the doors of public halls, saloons, &c., on the highways, to the disturbance or annoyance of passers by, or of the neighborhood. Persons committing such offences shall be civilly requested to disperse, and if they refuse shall be arrested and detained according to law.

XXV.—A perfect command of temper is an essential qualification to a Policeman, and it will secure to him the support of every good citizen in the discharge of his duty; it is therefore expected that members of the department will be civil and respectful to the public, and that on all occasions they will perform their duty with good temper and discretion, and at no time make use of violent, profane, intemperate or abusive language.

XXVI.—No member of the department shall communicate any information respecting orders he may have received, or any regulations that may be made for the government of the department, nor shall he divulge any of the business of the department except by special authority of his superior officers.

XXVII.—A Policeman shall patrol every part of his beat, in order that any person who requires assistance may be enabled to find him. The regularity of the inspection thus enjoined shall not prevent his removing to any particular place, if his presence be required; but he must satisfy his superior officer that there was sufficient cause for any apparent neglect.

XXVIII.—A Policeman shall report to his superior officer all lamps that may not be lighted at proper times, or those too early extinguished; all that are not properly cleaned; and all irregularities in any of them.

XXIX.—When any person charges another with crime, and insists that the person shall be taken into custody, the Policeman shall take the person so charged and should the person who has given another in charge to the Policeman be unknown to that officer, he shall take them both in charge, unless security be given that the party preferring the charge shall appear the next day to substantiate the complaint. He shall then with as little delay as possible return to his beat, and inspect the same with great care, to see that no depredations have been committed in his absence.

XXX,—Policemen shall not walk together or talk with each other when they are on their beats, unless it be to communicate information pertaining to the department. Such communication to be as brief as possible.

XXXI.—Policemen on duty shall walk their beats continually, and if convicted of any neglect of duty, such as being found asleep,—having any unnecessary conversation with any individual,—being off their beats,—or in any manner not complying with instructions given them by their officers, may be suspended or discharged.

XXXII.—It is the duty of Policemen to cause all obstructions in the streets, highways, and on the sidewalks, to be removed; and to prevent the same from being encumbered, they shall notify the owners of stores, &c., to keep their sidewalks free. If such notices are not complied with, they shall report the offence to the Mayor or presiding Alderman.

XXXIII.—Any person connected with the Police department who shall interfere at elections, except in the exercise of his duty, or make use of the influence of his office in elections, shall be discharged.

XXXIV.—A Policeman in going his rounds, must report all disorderly houses, nuisances in the streets or yards; slaughtering of cattle or other animals at improper and illegal places; breaches of the license law and Lord's day act; violations of the regulations made for truckmen and cabmen; all trucks, carts, sleds, and cabs not marked, as required by law; disorderly driving through the streets; trucking or cabling without license; as also to impound all cows or horses found going at large; to seize all pigs and goats running at large; and have the same condemned and sold; report all dogs within the City which are not registered or which should be destroyed as the law directs; to have a careful supervision of fire plugs and hydrants; and use every other means in their power to enforce the Bye-Laws and ordinances now in force, or hereafter to be enforced, for the preservation of the quiet and good order of the City.

XXXV.—No Policeman is permitted to engage in any duty unconnected with his office, unless by special permission; and when required to attend public meetings, lectures, or exhibitions, permission shall be obtained from the City Marshal, or in his absence the Deputy Marshal, who shall keep a regular list, so that each Policeman may attend in rotation. Any Policeman violating this rule shall be suspended from office.

XXXVI.—The Policemen are constantly to wear the uniform appointed for them, and on neglect thereof the City Marshal to report the same to the Mayor, or presiding Alderman, who shall suspend the Policeman.

XXXVII.—The City will be divided into Districts, and the hours of regular duty will be from time to time specified; but it is clearly to be understood by all mem-

bers of the Police, that when occasion requires, the sphere of their duties is the entire City of Halifax; and that they are liable to be called into service for any portion of each day if necessary.

XXXVIII.—Every Policeman will be furnished with a book, in which shall be noted by him:

- 1st. The time he takes to pass over his beat.
- 2nd. What violation of law he sees or attends to.
- 3rd. The doors or entrances of stores or houses accidentally open; and whom he notified thereof, or what protection he afforded.
- 4th. What alarms of fire he gives, and the time; and his position when he hears an alarm given by others.
- 5th. All nuisances on his route, so that they may be removed without delay.
- 6th. All bad and dangerous places on the sidewalks, and in the streets; first securing them from danger to the public.
- 7th. All cases of wanton or unnecessary waste of water, by night or day.
- 8th. Any other offences against the ordinances of the City, names of offenders, witnesses, &c.

XXXIX.—Each Policeman must remember that a violation of either of the above rules will be sufficient cause for discharge, and that for every vacancy which occurs there are at all times applications from those who promise fidelity to the service.

SERGEANTS OF POLICE.

XL.—Each Sergeant when appointed shall consider himself engaged so long as he shall give satisfaction; he will be held responsible for the good conduct of the men placed under his charge; and it is expected that he shall

be able and ready to instruct them in all points relating to their duty.

XLI.—It is also expected, that by constant intercourse with the men in his division, a Sergeant shall make himself well acquainted with their general character and efficiency; he must in his tour of duty visit every part of his round or beat as often as possible.

XLII.—Each Sergeant shall take care that the standing orders, regulations, and instructions of the City Marshal, given out from time to time, are promptly and strictly obeyed by those under him, in his division; he shall receive his orders from, and make his reports to the City Marshal, or in his absence to the Deputy Marshal, as required.

XLIII.—If a Sergeant shall at any time, during the hours of duty, find any Policeman absent from his round or beat, except on authorized or appointed duty, such Policeman must be reported, and brought before the Mayor, or presiding Alderman; every Sergeant neglecting to so report shall be suspended.

XLIV.—A Sergeant shall see that his men return immediately to their round or beat after lodging prisoners in the Station house, or that a satisfactory reason be given for their absence.

XLV.—Every Sergeant shall obey all orders and instructions given him by the Marshal, or the Deputy Marshal; he is expected to set a proper example to the men under his charge, of alacrity and skill, sobriety and discretion, in the discharge of his duty.

XLVI.—Each Sergeant shall at all times appear neat and clean in his person, and dressed in the uniform of the force; and see that the men committed to his charge are equally so, in their appearance.

XLVII.—Each Sergeant must see that no irregularity is permitted at the Station House, and that the same is kept in cleanliness and good order, and prevent smoking therein; he must likewise prevent any person from drinking liquor in the Station House, and must not allow persons to remain, who have no business there, without permission from the Marshal, or his Deputy; a breach of this order will not be passed over.

XLVIII.—Each Sergeant must be civil and attentive to all persons, of every rank or class, as insolence and incivility will not be passed over. While on duty he must not enter unnecessarily into conversation with any one, except on matters relating to his duty.

XLIX.—Each Sergeant must be particularly cautious not to interfere idly or unnecessarily; but when required to act he shall do so with decision and discretion, and in the proper exercise of his duty he may expect to receive the fullest support on all occasions.

L.—Each Sergeant must remember that there is no qualification more indispensable to a Police officer, than a perfect command of temper, never suffering himself to be moved in the slightest degree by any language or threat that may be used; if he do his duty in a quiet and determined manner, such conduct will probably induce well-disposed bystanders to assist him, should he require it. This line of conduct he should impress strongly on the minds of the men committed to his charge; and he shall note every case of misconduct and default, committed by the men under him, and report the circumstance to the Marshal, or his Deputy, at the earliest opportunity.

LI.—Each Sergeant shall watch all Public Houses, Eating Houses, Billiard Saloons, disorderly houses, or

houses of bad fame, within his round or beat, and observe by whom they are frequented, and whether they are open at improper hours, and report his observations to the Marshal or his deputy: he shall also be careful to call the attention of the men belonging to his division to the same object.

LII.—Each Sergeant shall at all times obtain such information as is desired upon matters relating to the Police; and when a robbery, or other illegal act occurs, within the cognizance of the Police, he shall not relax in his exertions, in his division, until the offenders are brought to justice; he must appear at the office to substantiate any charge, if necessary.

LIII.—Each Sergeant must take care that prisoners are securely confined, when his division is on duty, at the Station House; and that they are duly taken before the Mayor, or Presiding Alderman, unless admitted to bail by the Mayor or Alderman.

LIV.—In case of fire, each Sergeant shall send off immediate information to the Mayor and Aldermen, Superintendent of water works, Firewards, &c; he shall see that the men in his division are particular in attending to this order.

LV.—When noise or disturbance occurs, the Sergeant or Policeman nearest at hand shall instantly repair to the spot and quiet the same; and if any breach of the laws has taken place, he shall arrest the offenders. If he needs assistance, or is opposed in the performance of his duty, he shall give the alarm, and the Policeman who hears it shall answer the same, and forthwith proceed to his assistance.

LVI.—Every Policeman in the force may hope to rise by activity, intelligence, and good conduct, to his

superiors in station; he must make it his study to recommend himself to notice by a diligent discharge of his duties, and strict obedience to the orders and commands of his superiors, recollecting that he who has been accustomed to submit to discipline, will be considered best qualified to command.

LVII.—Every member of the Police establishment will bear in mind the extreme importance of making himself perfectly well acquainted with such parts of the law relating to the office and duties of a Policeman, as is necessary, to enable him, with a due regard to his own safety, to act efficiently for the protection of the public.





