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EXTRAORDINARY

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GOVERNMENT NOTIFICATIONS.

NOTICE is hereby given that HIS EXCELLENCY THE GOVERNOR, by virtue of powers in him vested by "The Police Ordinance, 1891," has been pleased to place the Police Force established in each district, rural district, town, or place in Ceylon, under the direct control of the Government Agent of the respective Province in which such district, rural district, town, or place may be situate.

Provided always that nothing herein contained shall operate to place the Police Force in the Police Dépôt and the Colombo Division of Police under the control of the Government Agent of the Western Province, but the same shall remain as heretofore under the immediate control of the Inspector-General of Police.

Colonial Secretary's Office,
Colombo, August 1, 1892.

By His Excellency's command,

J. A. SWETTENHAM,
Acting Colonial Secretary.

Rules and Regulations made by the Governor under the Ordinance No. 23 of 1891, intituled
"An Ordinance to amend the Ordinance No. 16 of 1865."

1. *The Inspector-General.*—The Inspector-General of Police shall have the immediate control of, and be responsible for, the police dépôt and the Colombo division of police.

2. He shall from time to time inspect and report on, for the information of the Governor, the condition of the division of police in each Province. He shall note its efficiency, discipline, and drill, and the knowledge of their duties possessed by the officers and constables, and their manner of performing them, and the results as shown by the state of crime. He shall collate and summarise reports, and shall furnish a general report for each year. He shall inquire into and advise on all police matters which may be referred to him by the Government, he shall advise the Government Agents on all police matters which they may refer to him, and shall aid generally in the supervision of the police system.

3. He shall, from time to time as vacancies occur, recommend for appointment or promotion to the rank of Superintendent, Assistant Superintendent, Chief Inspector, and Inspector, such persons as he may think suitable, and he shall promote suitable sergeants and constables to fill vacancies in the rank of sergeant-major and sergeant in the depôt and Colombo divisions, and on the application of the Government Agent of any Province in the division of that Province.

4. He shall superintend the recruiting of constables, and shall furnish constables to the divisions from the depôt according to the strength of each division.

5. *The Headquarter Superintendent.*—The Headquarter Superintendent shall assist the Inspector-General in his office. He shall be responsible for all accounts and financial matters, and for all arms, ammunition, clothing, and stores that may be on charge at headquarters. He shall, under the Inspector-General, have charge of the depôt, and shall be responsible for the performance of the duties which shall be assigned to that division, and for its general efficiency. He shall superintend the enrolment and training of recruits, and arrange for the proper supply of men to fill vacancies in the divisions. He shall inflict punishment on members of the depôt according to law and the regulations of the force.

6. *The Superintendent of Police, Colombo.*—The Superintendent of Police in Colombo shall, under the Inspector-General, have charge of the Colombo division of police. He shall be responsible for its drill, discipline, and general efficiency, and for the performance of the municipal and other duties assigned to it. He shall have charge of the quarters, arms, ammunition, and stores, the payment of the men, and other financial matters. He shall inflict punishment on members of the division according to law and the regulations of the force. He shall be responsible for and personally direct the investigation of crime and the registration and supervision of habitual criminals.

7. *The Government Agent.*—The division of police in each Province, including all municipal police except in Colombo, shall be under the direct control of the Government Agent, to whom the Superintendent or other chief officer of police shall be responsible. The Government Agent shall be responsible for the efficiency and discipline of the division, for the payment of the men and other financial matters, and for the clothing, arms, ammunition, and other Government property in possession of the division. He shall inflict punishment on members of the division according to law and the regulations of the force. He shall control the action of the police in the suppression and detection of crime and the maintenance of law and good order.

8. *The Assistant Government Agent.*—When the Government Agent is not present in any district, the Assistant Government Agent of the district shall give general directions for the working of the police, and the Superintendent shall conform to such general directions. Should any questions or objections given by the Assistant Government Agent arise between that officer and the Superintendent, reference shall be made to the Government Agent.

9. The Assistant Government Agent shall correspond on all general matters affecting the police, and the preservation of law and good order, with the Government Agent; but he shall communicate direct with the Superintendent on matters affecting the detection or prevention of any crime, the arrest of offenders, the recovery of stolen property, and such matters. All official correspondence on police matters in a Province shall be accessible to the Superintendent.

10. *The Superintendent of Police or other Chief Officer of Police.*—The Superintendent of Police in each Province shall, under the Government Agent, have charge of the division of police in that Province, and shall be responsible to the Government Agent for the efficiency of the division and the proper performance of its duties. He shall be in charge of the stations, arms, ammunition, clothing, and stores of the division; of the payment of the men and other financial matters, of the drill and discipline, and of all other details connected with the division. He shall inflict punishment on members of the division according to law and the regulations of the force. He shall superintend the drill, being frequently present himself, and he shall lecture and catechise the officers and men on their duties, and shall cause the other officers to do so. He shall direct the investigation of crime and the registration and supervision of habitual criminals.

11. All crime in a Province shall be reported to the Superintendent, and he shall be responsible for its proper investigation, personally directing the collection of evidence in difficult and important cases, and seeing that the names of all necessary witnesses are included in the lists furnished to the Magistrates. As director of criminal investigations in the Province he shall make such arrangements, under the direction of the Government Agent, as will, on the occurrence of a crime, make it evident which officer of the regular police or which police headman should attend to the case at once.

12. The Superintendent of Police in each Province shall send and receive his correspondence through the Government Agent, but in matters connected with the investigation of any crime, the arrest of criminals, the discovery of stolen property, and other such things, where promptitude is of importance, he shall communicate direct with the chief police officers of other Provinces, or other Government officers not being heads of departments; but such communications shall be subject to the control of the Government Agent.

13. In Provinces in which there is no Superintendent, or in the absence of the Superintendent from his Province, the senior officer of police shall perform his duties, except that no

officer under the rank of Assistant Superintendent shall have power to inflict punishment on any sergeant or constable.

14. *Inspectors and Sergeant-Majors.*—Chief inspectors, inspectors, and sergeant-majors in Provincial divisions shall have charge of police districts as the Government Agents may direct.

15. *Sergeant-Majors, Sergeants, and Constables.*—The sergeant-majors, sergeants, and constables of each Provincial division shall, in the first instance, to establish the division, be appointed by the Inspector-General. To fill vacancies which may hereafter occur constables shall be transferred from the depôt or from other divisions: but the promotion of constables from one grade to another, or to sergeant, or of sergeants from one grade to another, shall rest with the Government Agent, as vacancies occur from time to time.

16. If on the occurrence of a vacancy the Government Agent is not disposed to promote any sergeant or constable in his division, he may apply to the Inspector-General to fill the vacancy, and the Inspector-General shall do so either from the depôt or from another division.

17. The first appointment of every member of the police force below the rank of inspector shall be made by the Inspector-General; and every person so appointed must be trained at the depôt before he is placed on duty.

18. Superintendents and other chief police officers shall assist the Inspector-General in recruiting for the force when required to do so.

19. The Inspector-General may dismiss any sergeant-major, sergeant, or constable from the police; or he may reduce him in rank if he shall appear to him unfit for his position; or he may discharge him without assigning any reason if he shall consider him unsuitable for the police.

20. The Inspector-General alone shall have the power to dismiss or discharge from the police any sergeant-major, sergeant, or constable. If the Government Agent of a Province finds that any such member of the police is unsuitable for his division, or for the police generally, he may apply to the Inspector-General to transfer him to another division or to dismiss or discharge him from the force, stating the reasons why he considers him unsuitable; and the Inspector-General shall deal with the application as the circumstances require.

21. *Leave.*—In each calendar year the Government Agent, or in Colombo the Inspector-General, may grant leave to any member of the police in his division drawing less than an annual salary of Rs. 3,000 for any period not exceeding one month on full pay and one month on half pay, and the chief police officer of a division, if of the rank of Superintendent, or in any other division the Superintendent, may grant leave to any inspector in his division for any period not exceeding ten days, and to any sergeant-major, sergeant, or constable for any period not exceeding one month; but the leave of every member of the police force must be governed by the ordinary rules relating to leave of the Civil Service, and the total periods of leave of any sergeant-major, sergeant, or constable must not exceed in one year one month on full pay and one month on half pay, except by sanction of the Governor. An inspector, in the absence of the Government Agent, Assistant Government Agent, and Superintendent, may have such powers of granting leave as the Government Agent, or in Colombo the Inspector-General, may sanction, provided that such powers shall not extend to granting leave for more than four consecutive days, or seven days in one month, and that the granting of such leave is reported forthwith to the Superintendent. All leave beyond six hours must be recorded in the absence register.

22. All members of the police force shall wear the prescribed uniform, and no change shall be made in the uniform without the authority of the Governor. The sergeants and constables of each division shall be distinguished by a divisional letter and number to be worn on the cap.

23. The divisions will bear the following letters:—Colombo A; Depôt D; Central Province C; Western Province W; North-Western Province N.-W.; Northern N; Eastern E; Southern S; Sabaragamuwa S A; Uva U.

24. *Kits.*—All sergeants and constables shall be required to have the prescribed kit, which shall consist of:—

For Sergeants and Constables of all Classes and Grades.

Government Property.

Three blue tunics
Three pairs blue trousers
Three forage caps
One belt
One set welded figures

Two sets buttons
One pair of braces, which must always be worn when trousers are worn

To be kept at Station.

Frogs
Ammunition pouches
Truncheons

Haversacks
Cap pouches
Raincoats

Private Property to be possessed by all Sergeants and Constables.

Two pairs brown boots	One clothes brush
Two shirts	One button-cleaner
One piece of soap	One pocket register
Two towels	

25. The Superintendent shall be responsible to the Government Agent, or in Colombo to the Inspector-General, that the kits are properly maintained. He shall hold frequent kit inspections, when the kits shall be laid out as shown on the card supplied to divisions.

26. *Arms.*—The arms and ammunition of each division shall be frequently inspected, and the Superintendent shall be responsible to the Government Agent that they are in good order and safe custody.

27. *Discipline.*—The Superintendent shall be responsible to the Government Agent, or in Colombo to the Inspector-General, for the discipline of the division. He shall deal with ordinary cases of neglect and breach of discipline or duty, and may punish offenders, if of the rank of sergeant by fines not exceeding Rs. 5, and if of the rank of constables by fines not exceeding Rs. 5, by confinement to barracks, with or without punishment drill, for a period not exceeding fourteen days, or by punishment drill for a period not exceeding fourteen days, or by both fine and confinement to barracks or punishment drill.

28. A sergeant or constable may appeal to the Government Agent, or in Colombo to the Inspector-General, against any punishment inflicted on him by the Superintendent entailing a fine of over Rs. 2, or confinement to barracks, or punishment drill for over seven days; and the Government Agent or Inspector-General shall consider the appeal, and may either confirm, diminish, increase, or remit the punishment. There shall be no appeal against any punishment inflicted by the Government Agent or the Inspector-General.

29. When a fine exceeds Rs. 10 it shall be recovered in successive payments, and not more than Rs. 10 shall ever be deducted from one month's pay. Punishment drill shall not exceed one hour in any one day.

30. *Rewards.*—All rewards earned by the police shall be paid into the Reward Fund. Rewards from the Reward Fund shall only be granted to members of the police stationed in the Provinces on the approval of both the Government Agent of the Province and the Inspector-General, and to members of the police in Colombo on the approval of the Inspector-General. A list of all rewards granted from the Reward Fund shall be furnished to the Colonial Secretary quarterly.

31. Gratuities offered by private individuals to members of the police force may only be accepted by permission of the Superintendent of a division.

32. *Drill.*—All members of the police force must have such a knowledge of squad drill, with and without arms, manual and firing exercises, guard mounting, and street lining, as will enable them to act together with quickness and precision. They shall also undergo such physical training as is thought advisable.

33. The Superintendent shall see that the men of his division are, as far as possible, drilled at least once a week by the inspectors and sergeants; and he shall, when he is able to do so without neglecting more important duties, superintend the drill.

34. Great care must be taken that the inspectors, sergeants, and constables are properly instructed in their duties, the nature and circumstances of any specially prevalent crime or offence, the topography of the country, the contents of the *Police Gazette*, and all other matters affecting their work. Each sergeant and constable shall be lectured or catechised at least one hour a week by an inspector, sergeant-major, or senior sergeant, whose ability to do so must have been first tested by the Superintendent. The Superintendent must be frequently present and take part in lectures and catechisms.

35. *Beats and Patrols.*—Except in special circumstances the hours on which a constable is actually on beat or patrol shall not exceed eight in every twenty-four hours, and when possible these duties shall be divided into two spells of four hours each. In ordinary circumstances the fact that there are not sufficient men to cover all the beats shall not be held to warrant the employment of constables for over eight hours on beat or patrol.

36. Beats and patrols in Provincial divisions shall be arranged by the Superintendent, subject to the approval of the Government Agent.

37. *Cholera and Smallpox Duties.*—For Sergeants and constables employed on duties connected with cholera or smallpox batta at the rate of 50 cents a day for a sergeant and 37 cents a day for a constable shall be chargeable to the Municipality or Local Board by whom they are employed. They shall not take any part in any actual nursing or administering of medicine, nor shall they be required to perform duty inside a hospital or infected house. They shall only assist at the removal of the sick when a medical man or sanitary officer is present to supervise the removal, and their assistance shall be restricted to protecting those charged with the duty of carrying the patient; they shall not be required, in any case, to take part in the actual carriage of the patient themselves; they shall not take part in the burial of the dead, the disinfection of rooms or houses,

or the cleansing of sheds, yards, or other premises, but shall, if required by proper authority, supervise those engaged in these duties.

38. *Court Officers and Registers.*—The Inspector-General shall base the criminal returns for each year on the Magistrate's register of cases kept in each Police Court. The register for each quarter shall be tabulated on the approved forms by a clerk of the court, and a copy supplied to the Superintendent or other chief police officer of each Province before the 15th day of the month following the end of the quarter; and the Superintendent shall forward a copy thereof, with as little delay as is possible, to the Inspector-General.

39. A police sergeant or intelligent constable, to be called the court officer, shall be attached to every Police Court. He shall carry out the directions of the Magistrate with regard to the preservation of good order and regularity in the court. He shall make each morning before the court opens two copies of all the entries in the Magistrate's register of cases made on the previous day, and shall forward one copy to the Superintendent of the Province and one copy to the chief police officer of the district in which the court is situated. He shall see all reports of offences to the court as soon as they are made; and when any urgent or serious case is reported, he shall inform the Magistrate, if he is not at the court at the time, and the chief officer of police of the district of such report forthwith.

40. *Stores.*—The Superintendent shall be in charge of all the stores of his division. All clothing, uniform, articles of kit and furniture, shall be drawn from the Colonial Storekeeper direct, and shall not pass through the Inspector-General's store.

41. *Correspondence.*—The Government Agent, as head of the police in each Province, and the Inspector-General of Police shall correspond direct with each other upon all matters of finance, discipline, preservation of order, detection of crime, and other matters generally affecting the division or police duties. If the Government Agent desires it, the Superintendent may be authorised to sign letters for him; the Headquarter Superintendent shall continue to sign certain letters for the Inspector-General.

42. The Superintendent of each Province and of Colombo shall correspond with the Headquarter and Depot Superintendent on all matters of strength of divisions, transfers, stores, and such-like routine matters. The correspondence of Superintendents with each other, and with other officials, has been laid down in rule 12.

43. *Finance.*—The Inspector-General of Police shall be responsible, in the same manner as he has been hitherto, for the expenditure of public money on account of the Colombo Division and the Depot.

44. The Government Agent shall be responsible for the expenditure of public money on account of the division of police in his Province, and shall administer the vote for the police in his Province, and shall, before the end of each year, furnish his estimate for police establishment and services for the ensuing year.

45. The Reward Fund shall be administered by the Inspector-General. Rewards shall be granted as laid down in rule 30.

46. The Police Compassionate Fund shall be administered as hitherto by the Inspector-General assisted by a Committee.

47. *Books.*—The Superintendent of each division, under the direction of the Government Agent, or in Colombo of the Inspector-General, shall keep the following books and records on the approved forms to be supplied from the Inspector-General's office :—

Pay and Finance.

Cash Book	Deposit Book
Receipt Book	Guard Book
Ledger	Vote and Contingency Book
Bank Cheque Book	

Stores.

Store Return	Transfer Register
Orders for Stores	Conduct Register
New Clothing Register	Changes Register
Part-worn Clothing Register	Rewards to Police Register
Railway Warrant Book	Punishment Register
Inward Letter Register	Complaints against Police Register
Outward Letter Register	Habitual Criminals Register
General Register	Serious Crime Register
Absence Register	Process Register
Strength Register	

48. The police officer in charge of each station shall keep the following books :—

Information Book	Stolen Property and Prisoners' Property Book
Charge Book	Receipts for do. do. File
Lock-up Book	Habitual Criminals Register
Lock-up Diet Book	Letter Guard File
Process Register	Circular and General Order Guard File
Arms and Store List	Inward and Outward Letter Register
Duty Roster	
Visiting Book for entries by the Government Agent, Inspector-General, and Superintendent	

49. The following returns will be forwarded to Government by Government Agents, and in Colombo by the Inspector-General :—

List of Establishment (annual)	Claim Schedules for current month (monthly)
Requisition for Stationery (six-monthly)	Supplementary Estimates
Completed Pay Papers (monthly)	Municipal and Town Bills
Revenue (monthly)	

NOTE.—Until January 1, 1893, these returns will be sent to the Inspector-General, as the Police Vote for 1892 is in his favour.

50. The following returns shall be forwarded by the Government Agent to the Inspector-General :—

List of Establishment (annual)	Changes in Register for the previous month (monthly)
Rewards and Punishments for <i>Quarterly Gazette</i> (quarterly)	Half-Fine Statements from Magistrates (monthly)
Return of Rewards and Punishments (monthly)	Annual Report, Forms 1, 3, 4, 42, 59, 60, 62 (annual)

Colonial Secretary's Office,
Colombo, August 1, 1892.

By His Excellency's command,
J. A. SWETTENHAM,
Acting Colonial Secretary.