

appoint a substitute, approved of by the managers. The substitute shall undertake to carry out all the duties of the medical officer.

*Officers of the Reformatory.*

50. Every officer of an Inebriate Reformatory shall be a total abstainer from intoxicating liquors.

51. No officer shall at any time receive any money, fee, or gratuity of any kind for the admission of visitors to the Reformatory or to its inmates; or from or on behalf of an inmate, on any pretext whatever.

52. Female inmates shall in all cases be attended by female officers. A male officer shall not enter a Reformatory or division of a Reformatory appropriated to females, except on duty, nor unless accompanied by a female officer.

53. It shall be the duty of all officers to treat inmates with kindness and humanity, to listen patiently to, and report their complaints or grievances, and at the same time to be firm in maintaining order and discipline, and enforcing complete observance of the regulations of the Reformatory. The great object of reclaiming the inmate should always be kept in view by all officers.

54. It shall be the duty of every officer to direct the attention of the superintendent to any inmate who appears to be out of health, although the inmate does not complain, or whose state of mind appears to be deserving of special notice and care, in order that the opinion and instructions of the medical officer may be taken on the case.

55. Officers shall at all times carefully watch the inmates in their various movements and employments, shall give the necessary directions thereon, and shall use the utmost alacrity and vigilance to promote industry, and to maintain order among them. They must remember that kindness and tact will be more effective than coercion in maintaining discipline and reforming character.

56. An officer shall not strike an inmate, unless compelled to do so in self-defence.

57. In any case in which the application of force to an inmate is needful, no more force than is necessary shall be used.

58. An officer shall not inflict any punishment or privation of any kind upon any inmate unless ordered by the superintendent.

59. Minor offences by officers shall be dealt with by the superintendent under the orders of the managers.

60. Any officer who

- i. Mutinies or incites to mutiny,
- ii. Violently assaults an inmate,
- iii. Wilfully aids or permits an inmate to escape, or attempts to do so,
- iv. Introduces, or attempts to introduce, intoxicating liquors into the Reformatory,
- v. Is, even to the slightest extent, under the influence of drink whilst in the execution of his duty,

shall be liable on conviction to a fine not exceeding £20, or to be imprisoned with or without hard labour for a period not exceeding three months.

*Admission, Discharge, and Removal.*

61. Every inmate may be searched on admission and at such times subsequently as may be directed, and all prohibited articles shall be taken from him.

62. All money or other effects brought into the Reformatory by any inmate, or sent to the Reformatory for his use, which he is not allowed to retain, shall be placed in the custody of the superintendent, who shall keep an inventory of them in a separate book.

63. Every inmate shall as soon as possible after

his admission be separately examined by the medical officer, who shall record the state of health of the inmate, and such other particulars as may be directed by the Secretary of State.

64. Every inmate shall take a bath on reception, unless it is otherwise directed in any particular case by the superintendent or medical officer.

65. If any inmate is found to have any cutaneous disease, or to be infested with vermin, means shall be taken effectually to eradicate and destroy the same.

66. Chronic invalids, incapable of earning their own livelihood, and persons who require special care and constant medical attention, or persons suffering from any contagious or infectious disease, should not be eligible for an Inebriate Reformatory. Persons suffering from any organic disease in an advanced stage are not fit subjects for admission, and in all cases of pulmonary tuberculosis special precautions should be taken to prevent the communication of the disease to others.

67. Every inmate shall be examined by the medical officer before being removed to any other Reformatory, or being discharged. No inmate shall be removed to any other Reformatory unless the medical officer certifies that he is fit for removal; and no inmate labouring under any acute or dangerous illness shall be discharged at the expiration of his sentence, until, in the opinion of the medical officer, the discharge is safe, unless the inmate requires to be discharged.

68. Any inmate whose sentence will expire on any Sunday, Christmas Day, or Good Friday, shall be discharged on the day next preceding that Sunday, Christmas Day, or Good Friday.

69. Discharge on licence should be possible after nine months' treatment; and should be the usual practice at the end of 12 months. If an inmate is not licensed at the end of a year the matter should be reported to the Secretary of State, and if still in the Reformatory after 18 months, there should be a detailed report on the case, in order that it may be decided whether the inmate should be discharged on the ground that no cure can reasonably be expected, or whether he should be removed to another Reformatory; or otherwise dealt with. A temporary licence should be given whenever it is thought advisable to allow any inmate to leave the Reformatory for more than a few hours, either on business or as part of his probationary treatment.

70. A form of licence is appended to these regulations. Licences should be granted by one or more of the managers on the recommendation of the superintendent and medical officer.

71. A copy of every licence should be sent to the police of the district in which the inmate is about to reside.

*Food.*

72. The inmates shall be supplied with plain wholesome food, according to a dietary to be approved by the Secretary of State; and no substantial alterations in the dietary shall be made without previous notice to the inspector. A copy of the dietary shall be hung in the dining-room or other public place; it shall be carefully adhered to, and all deviations from it recorded.

73. No intoxicating liquor or drug of any kind shall be admitted into the Reformatory under any pretext whatever, except in pursuance of a written order of the medical officer specifying the quantity to be admitted, and the name of the person for whose use it is intended. This rule shall not apply to any stock of spirituous liquors kept in the Reformatory for the use of the infirmary, and under the control of the medical officer.