

266. No officer shall speak to another officer, by way of censure or finding fault in the hearing of any convict, and if an officer shall see another guilty of any breach of the rules or of discipline, it shall be the duty of such officer to report the fact to the Warden, as soon as possible.

267. No officer while on duty shall have any newspaper in his possession, nor read any book, nor shall he write, except necessary entries in the books under his charge.

268. Officers shall not make the affairs of the Penitentiary the subject of conversation beyond the precincts of the Prison.

269. Every officer on taking charge of a post, or of a piece of work, shall make a thorough examination of everything placed under his charge. Should he perceive anything amiss or anything not in its proper place, he shall report the facts to the Warden or Deputy Warden as soon as he is relieved. But should there be anything amiss which he can set right, and he shall not do so, it will be no excuse for him that he found it so. His duty will be to make it right and report the facts.

270. No officer shall leave his post, except by order of the Warden or Deputy Warden, or Chief Keeper, who shall, before giving such order, take care that a relief is provided, to take the place of the officer relieved.

271. At least fifteen minutes before quitting work for the day, the officer in charge of a workshop shall see that all lights and stoves in the place are extinguished, and that all is safe from fire.

272. Whenever it may be necessary for a superior officer to countermand or disallow an order given by an inferior, notice of the countermand or disallowance shall be sent by the superior officer, so countermanding or disallowing, to the officer who had given the order.

273. No officer shall take charge of another officer's gang or post, except by written order of the Warden or Deputy Warden, or Chief Keeper, or except upon emergency.

274. Every officer is enjoined to bear in mind that the affairs of the Penitentiary cannot be efficiently carried on by the Warden, nor discipline properly maintained, if any officer is guilty of a neglect or disregard of his duty, and it shall be incumbent upon every officer knowing of such neglect or disregard of duty on the part of another, to report the same to the Warden, under his oath of office, without fear, favor or affection.

275. Should any officer perceive any sign pass between a convict and a visitor, or see a visitor attempt to speak to, or to hand anything to a convict or should a visitor be guilty of any conduct of an improper kind, the officer shall instantly bring the visitor before the Warden.

276. Every officer shall see that the silent system is strictly carried out. He shall not permit one convict to speak to another on any pretence, nor to him upon any matter except the work at the moment in hand, and then only in the fewest words and in respectful terms, as enjoined by the Statute.

277. An officer shall not make any familiarity with any convict, nor permit any to be used towards him by any convict, to the slightest extent.

278. Officers shall abstain from all hasty or opprobrious language towards convicts, as entirely unbecoming their position and character.