

216. Guards for the night duty shall be vigilant on their posts, and shall carry out all special orders which may be given them from time to time by the Warden, Deputy Warden, or Chief Keeper.

217. The guards for the night shall enter on their duties at eight o'clock in the evening, and those for the dormitories shall at once carefully examine all the cell doors of the convicts and the doors of the wings, to see that all are perfectly secure. They shall also on their turns during the night see that the day clothes of the convicts are suspended on the pegs in the cells.

218. Should a convict be taken ill in the night, the guard on night duty shall at once notify the hospital keeper, and if judged necessary, shall assist in removing the convict to the hospital.

219. Guards for the night in the dormitory, shall make a tour of the wings every half hour.

220. No cell is to be opened during the night, except in cases of emergency, and then only in the presence of the keeper, and of one guard at least.

GATEKEEPER.

221. The Gatekeeper shall not permit any stranger nor any discharged convict, to enter the Prison, without permission of the Warden.

222. He shall permit no person apparently in liquor to enter the Prison.

223. It shall be his duty to see that every officer except the Warden, Deputy Warden, Surgeon and Chaplains, Chief Keeper, Architect and Trade Instructors writes his name on entering the Prison, and the hour he enters, on the Officers Time-book under his charge, and he shall permit no officer to enter unless he does so. He shall also see that the same is done by every officer passing out of the Prison, and should such officer neglect or refuse to do so, the gate-keeper shall report the fact to the Warden, as soon as possible.

224. He shall frequently look out from the guard room windows into the yard, and observe the conduct of all convicts within view. Should he notice any thing wrong, the officer in charge of the convicts must be warned immediately and a written report sent to the Warden as soon as convenient.

225. He shall not allow convicts nor other persons to loiter about the gate, nor shall he permit officers, visitors or other persons, to smoke in the guard room, or near the gate.

226. He shall permit no carriage to pass through the gate, when convicts in the yard are near it.

227. One of the gatekeepers where two are stationed at a gate shall attend visitors viewing the Penitentiary. Should there be but one, he shall ring the guard room bell, and detain the visitors until an officer comes to accompany them.

228. An officer in charge of a gate must be ever vigilant in guarding against surprise or stratagem on the part of prisoners, and where there are two sets of gates he must never if possible permit the outer and inner ones to be open at the same time. He must never permit any person to go out by the gate he is in charge of, unless such person had entered by the same or is accompanied by an officer of the Prison.