

## STATION MASTERS.

1. Each Station Master will be responsible for the due collection and correct and punctual account of all matters connected with the Company's revenue, in strict accordance with the forms and instructions he may from time to time receive.

2. He shall communicate to his Superintendent any alteration, calculated to promote the public convenience, or increase the revenue, that may suggest itself to him.

3. He will be responsible for the good conduct and order of all persons employed at his Station, as well as for the order and arrangement of the Station itself. He shall not grant leave of absence to, nor make any change in his Staff, without the knowledge and consent of his Superintendent.

He shall be answerable for the Buildings and the Company's property there; will, after departure of each train, inspect all Rooms and places in connection with the Station, to see that they are washed or swept, and kept neat and clean. Gas, when not in actual use, must be turned down.

4. He shall report without delay, any neglect of duty on the part of any one under his charge, and in case of complaint against any servant, he will communicate the particulars as soon as possible, so that the offender may be sent to head quarters, if the case require it.