
Time checks must be deposited at the time office by the same persons who receive them morning or noon.

Any one depositing at the office a time check that is not his own, shall be dismissed.

Men must not absent themselves without the permission of their respective foremen. Should they be sick and unable to come to their work, they must send a message to that effect.

Any man bringing liquor on the works, or appearing on duty under the influence of liquor, shall be dismissed.

FIRE.

In case of fire about the works or accident of any kind, it is expected that every man about the works shall render every possible assistance, whether on duty or otherwise.

OVERTIME.

When it is necessary to work overtime, it will be calculated as follows:—

From 6.30 p.m., to 8.30 p.m.....	$\frac{1}{4}$ day
“ “ 10.30 “	$\frac{1}{2}$ “
“ “ 12.00 “	$\frac{3}{4}$ “
All night.....	$1\frac{1}{2}$ “

The same for Sundays.

When men work half an hour or an hour overtime, the time will be registered until $\frac{1}{4}$ day or $\frac{1}{2}$ day is made up, and then entered in time book accordingly.
