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Commencement: 31st December 1948

1. Citation. These Regulations may be cited as the Police Regulations.

2. Regulations to be studied. All members of the Force shall make themselves acquainted with these Regulations.

3. Objects and duties of Force. (1) The primary function of the Force is the prevention of crime, which is of even greater importance than the detection and arrest of criminals, and to this end the efforts of the said Force shall chiefly be directed.

(2) The duties of the Force shall be as set out in section 12 of the Act.

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4. Impartiality. Members of the Force shall pursue a steady and impartial line of conduct in the discharge of their duties, and shall avoid any public expression of political and sectarian opinions.

5. Public meetings. No member of the Force shall institute or take part in any procession, demonstration or meeting, except with the permission of the Commissioner.

6. Presentation and addresses. No member of the Force shall receive from any member or members of inferior rank, any present, complimentary address or other congratulatory expression, neither shall he receive any reward from any member of the public without the express permission of the Commissioner.

7. Altercation to be avoided. Members of the Force shall studiously avoid any argument with the public on matters of duty, but any information or suggestions offered to them shall be courteously received.

8. Orders and comments. (1) Every member of the Force shall receive the commands of his superiors with deference, and execute them to the best of his ability and every superior shall give his orders clearly and in temperate language.

(2) No member of the Force shall comment upon the orders or official conduct of a superior officer.

9. Reprimand of non-commissioned officer. Non-commissioned officers shall not be reprimanded by any officer in the presence or hearing of constables, unless it is necessary in the interest of discipline that the reprimand should be public.

10. Communication with press and public. No member of the Force shall discuss with any member of the press or public, matters dealing with discipline, punishments, resignations, dismissals or any other matter pertaining to the Force.

11. Indebtedness. (1) Members of the Force are forbidden to contract debts which they are unable to discharge.

(2) Any non-commissioned officer and any constable who incurs any debt at any shop or store for goods taken on credit shall pay for the same within three months from the date of incurring such debt. Failure to observe this regulation will, on complaint by the creditor, render the non-commissioned officer or constable liable to punishment for a breach of section 17(1)(S) of the Act.

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(3) Any special arrangements made by non-commissioned officers and constables with creditors may be taken into account when dealing with a charge of this nature.

12. Friendly societies, unions, etc. No member of the Force shall become a member of any trade union, or being a member on enrolment remain as such except with the sanction in writing of the Governor-General.

13. Complaints. Any member of the Force desiring to make a complaint shall complain to his immediate superior officer, and if he considers himself wronged by his superior officer, either in respect of his complaint not being redressed or in respect of any other matter, he may complain to higher authority.

14. Presence in liquor shops. No member of the Force shall visit any shop in which intoxicating liquors are sold except he is there on duty or is on vacation or pass leave.

15. Habitual inattention or apathy. The Commissioner will not consider for promotion, and may, with the sanction of the Governor-General, refuse to re-engage any non-commissioned officer or constable who shall manifest either a quarrelsome disposition, want of courage, talent or zeal or shall evince continual apathy in the discharge of his duties.

16. Drunkenness. Any non-commissioned officer or constable found drunk when on duty or in uniform on the street shall be taken to the nearest police station and placed under "open arrest". If the non-commissioned officer or constable is guilty of obscene or disorderly conduct he shall, if necessary, be placed in a cell.

Commissioner of Police

17. Commissioner responsible to Governor-General. The Commissioner shall be under the immediate direction and command of the Governor-General, and all other ranks shall be under the command of the Commissioner.

18. Duties. (1) The Commissioner shall be responsible for the maintenance of order throughout Saint Vincent and the Grenadines and for the proper performance of all duties by the officers, non-commissioned officers and constables under his command.

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(2) He shall be charged with the immediate supervision of the districts, stations, arms, appointments, clothing, canteen, and general equipment and shall exercise a vigilant superintendence over the performance of all duties.

(3) He shall issue such orders from time to time as may in his discretion seem necessary and shall report to the Governor-General all matters connected with the duties of his department calling for observation.

(4) He shall instruct the non-commissioned officers and constables in their duties as well as train them in the use of arms.

19. Residence. The Commissioner shall reside in the quarters provided for him for that purpose or in such other quarters as may be approved by the Governor-General.

20. Action in event of serious crime. In the event of any serious outrage or apprehended violation of the law the Commissioner shall repair forthwith to the spot with an adequate force.

21. Reports. The Commissioner shall communicate to the Governor-General as promptly as possible, all information of consequence affecting the tranquillity of Saint Vincent and the Grenadines and relating to the commission of all serious crimes.

22. Action at fire. The Commissioner in his capacity as Superintendent of the Fire Brigade shall, immediately he becomes aware of a fire, repair to the scene and take command of the Fire Brigade and police assembled. He shall collect on the spot all available information relating to the cause of the fire, and forward a full report as soon as possible thereafter to the Governor-General.

23. Rewards. If the perpetrators of an outrage have escaped and the Commissioner shall think it desirable that a reward be offered, by proclamation or otherwise, for information which may lead to their discovery, he shall state his opinion to that effect in his report to the Governor-General, and he shall mention the sum he considers adequate.

24. Inspections. (1) The Commissioner shall inspect non-commissioned officers and constables, police stations, arms and diaries, as often as he may think fit:

Provided that the stations on the mainland shall be visited at least once in each month, and those in the Grenadines at least once in each period of six months. He shall record the date

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and particulars of his inspection in the Departmental Visitors Book.

(2) Non-commissioned officers and constables are strictly prohibited from communicating to other stations the probability of the Commissioner being on his way to inspect them.

25. Promotions. No non-commissioned officer or constable will be promoted who does not possess a competent knowledge of police duties, drill, and a thorough knowledge of all standing orders and regulations. Mere length of service or a high percentage of marks in examination will not by themselves constitute eligibility for promotion, but the suitability of an individual in all respects will be the determining factor.

26. Attendance at court. The Commissioner shall attend in uniform all sittings of the High Court in its criminal jurisdiction when he is not employed on more important duty.

27. Disposal of articles. (1) The Commissioner shall dispose of articles deposited by the finders of such articles at police stations, or articles retained in respect of convictions for unlawful possession, by delivery of such articles to the owners, (proved so to be to his satisfaction) or by sale or by destruction.

(2) All sales shall be conducted by auction after full details of the articles have been published in the Gazette for a period of one month.

(3) The proceeds of sales and all money included among the aforesaid articles shall be paid into the Treasury.

Deputy Commissioner of Police

28. Duties. The Deputy Commissioner shall be charged with the general supervision of the non-commissioned officers and constables and shall be responsible to the Commissioner for the carrying out of all orders, and the proper performance of and attention to the same by the non-commissioned officers and constables, and shall report without delay any irregularity which may occur. He shall be in immediate charge of the training of the non-commissioned officers and constables in the use of arms and shall at every available opportunity lecture and instruct all ranks not on duty in all branches of police work. He shall be responsible for the training of police personnel in fire brigade duties.

29. Deputy Commissioner to act in absence of Commissioner. The Deputy Commissioner shall perform all the duties of the Commissioner, unless otherwise directed, when that officer is absent on duty, illness or leave.

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31. Residence. The Deputy Commissioner shall live within the boundaries of Kingstown, and shall not be absent therefrom, except on duty, without first notifying the station orderly, at police headquarters, of his whereabouts.

32. Inspection. The Deputy Commissioner shall inspect district police stations from time to time as often as he may think fit.

Non-Commissioned Officers.

32. Obedience to orders of superior officers. Non-commissioned officers shall pay implicit and respectful obedience to the commands of their superior officers, and shall show the constables serving under them a uniform example of orderly and proper conduct, and of zeal, promptitude and fidelity in the execution of duty.

33. Borrowing from junior ranks prohibited. No non-commissioned officer shall borrow money from or have any pecuniary transaction with junior ranks in the Force.

34. Duties. Non-commissioned officers shall be responsible for the appearance of the station and constables, the state of their arms and ammunition, and every article of public property committed to their charge. They shall at all times show an example of neatness in their own dress and of perfect cleanliness in their persons and quarters, and shall report immediately to his superior officer any disobedience to orders or neglect of duty which may come to their notice.

Assistant Superintendent

35. Status. The Assistant Superintendent shall be in charge of the Windward district stations of Georgetown, Colonarie, Stubbs, Mesopotamia and Biabou, and any other station which may from time to time be added to his district.

36. Residence. The Assistant Superintendent shall reside at Georgetown and have his headquarters at Georgetown police station.

37. Duties. The Assistant Superintendent shall—

- (a) be primarily responsible for the prevention, detection and investigation of crime in his area but may, when necessary, seek the advice of the Commissioner or Deputy Commissioner, or request their assistance in any case presenting more than ordinary difficulty;

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- (b) appear and prosecute cases for the police at the magistrates' court in his district as often as possible and when requested to do so by the Commissioner.
- (c) immediately inform the Commissioner or, in his absence, the Deputy Commissioner, of any serious crime reported in his area and shall be responsible for the prompt submission of intelligence of every occurrence involving the safety of persons and property and affecting the public peace in his district;
- (d) be responsible for informing the Commissioner of the formation of new societies and of the organisation and expansion of existing ones, of the movements of agitators and political leaders and particulars of political propaganda, in his area;
- (e) inspect every station in his district once in every month and pay a surprise visit in addition each month;
- (f) ensure that every complaint made to a station in his district is duly recorded and properly and fully investigated, and in important criminal cases he shall visit the scene of the crime himself and supervise the investigations;
- (g) properly investigate every complaint made against the police under his control, and take such action in connection therewith as may be necessary;
- (h) ensure that all standing orders are strictly adhered to and that the parades and lectures laid down therein are carried out;
- (i) conduct a kit inspection in each station once a month on his visits of inspection;
- (j) visit the owners or managers of all estates in his area once in every month, and at such other times as may be necessary, for the purpose of discussing any problems or receiving any complaints in relation to his duties as a peace officer. A report on such visits shall be submitted to the Commissioner for his information and for filing.

Sergeant Major

38. Duties. The Sergeant Major shall—

- (a) be responsible to the Commissioner for the good behaviour and discipline of the non-commissioned officers and constables in barracks and will report immediately all cases of unseemly conduct or indiscipline;

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- (b) while avoiding undue familiarity, associate himself with non-commissioned officers and constables to an extent necessary to enable him to obtain such knowledge of their characters as may prove to be advantageous to the service;
- (c) be thoroughly conversant with all orders issued and shall see that these orders are published to and obeyed by the rank and file of the Force;
- (d) be responsible that the barracks are clean and tidy at all times and shall supervise the magazine, armoury, canteen and mess rooms;
- (e) when any charge or complaint is made against any non-commissioned officer or constable, if the charge is considered by him to be of sufficient gravity, suspend the individual from duty, and either confine him or place him under open or close arrest in barracks until the charge or complaint is finally disposed of by proper authority;
- (f) inspect the barracks, mess rooms, bathrooms and lavatories daily, and shall make a report in the station diary of any damage, want of cleanliness or irregularity he may have observed therein;
- (g) collect the morning reports and place them before the officer or officers concerned;
- (h) arrange to have all prisoners and witnesses at the orderly room at the proper time.

39. Residence. The Sergeant Major shall sleep for two nights of each week at police headquarters unless otherwise given special permission by the Commissioner and shall reside within the limits of the town.

Station Sergeant

40. Duties. The Station Sergeant shall—

- (a) have the immediate supervision of all personnel posted to police headquarters;
- (b) be responsible to the Commissioner for the distribution of duty of the non-commissioned officers and constables under his supervision, and shall so distribute them that, while ensuring the preservation of order in the community and the detection of crime, they will be relieved from unnecessary labour and fatigue;
- (c) have the custody and supervision of the diary and all the station books and see that they are properly kept and indexed.

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- (d) initial daily all books in use, and report to the Deputy Commissioner each morning that this has been done;
- (e) be responsible for seeing that all men going on duty are paraded, conduct a daily inspection of the men employed on beat duty and patrol at night at least on four occasions in each week;
- (f) sleep for two nights of each week at police headquarters.

Sergeants

41. Duties. Sergeants shall perform such duties as shall be detailed to them by the Commissioner or Deputy Commissioner.

42. Residence. Sergeants shall sleep for two nights of each week at police headquarters.

Detective Sergeant

43. Duties. The Detective Sergeant shall—

- (a) be in charge of the detective department under the orders of the Commissioner and shall have such number of detective non-commissioned officers and men under his immediate orders as shall be approved by the Commissioner;
- (b) be responsible for the investigation of all serious crimes throughout Saint Vincent and the Grenadines and the supervision and instruction of all police personnel carrying out such investigation.
- (c) keep a duty roster of the detectives and detail men for special duty and for patrolling;
- (d) be responsible for compiling and keeping up to date the past criminal records of offenders;
- (e) be responsible for seeing that warrants sent to police headquarters from the magistrate's office are correctly entered in the proper register and then distributed to the appropriate district stations;
- (f) be responsible for the issue of travel permits and also certificates of character;
- (g) perform such other duties as the Commissioner may from time to time direct.

Court Sergeant

44. Duties. The Court Sergeant shall be responsible for the investigation, preparation and conduct of all police cases brought

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for preliminary inquiry or trial in the magistrate's court. He shall appear in all matters coming before the coroner of the First District and shall perform such other duties as shall be directed by the Commissioner.

Non-commissioned Officer or Constable in Charge of a Station

45. Duties. The non-commissioned officer or constable in charge of a station shall—

- (a) be responsible for the discipline and good conduct of the men of his station;
- (b) be charged with the duty of seeing that all standing orders relating to the supervision, training and work of his men are duly enforced;
- (c) be responsible for the state of his barracks, which shall always be orderly, clean and fit for inspection;
- (d) inspect the barracks daily and check the furniture with the inventory;
- (e) make an immediate report in writing to his station officer of any damage to the barracks or furniture and note the same in the station diary. This report shall state the cause of the damage and who is responsible therefor;
- (f) inspect the kits of his men each Saturday and report deficiencies at once;
- (g) carry out parades and lectures as laid down in standing orders;
- (h) ensure that the patrolling of his area is efficiently carried out and shall himself patrol the whole of his district once in each month;
- (i) when he has to absent himself from his station on duty or otherwise, instruct some other non-commissioned officer to deputise for him at the station, and shall inform him where he is to be found if required, but if for special reasons he does not think it advisable to give this information, he shall write a note as to his movements and leave it with the station orderly in a sealed envelope for the information of his superiors if required;
- (j) be responsible for keeping the arms and ammunition under lock and key when not in use, and for seeing that they are kept clean and serviceable;
- (k) ensure that all persons visiting his station on business are treated with due courtesy and their business attended to without undue delay;

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- (l) deal promptly with all correspondence received at the station;
- (m) be responsible for keeping the books and registers of the station properly filed and up to date;
- (n) on receipt of a report of the commission of a crime, at once visit the scene, unless for special and adequate reasons this is not necessary, and take steps for the detection and arrest of the perpetrators;
- (o) report all serious crimes as quickly as possible to his district headquarters or duty officer at police headquarters, Kingstown, and shall proceed with the investigation thereof pending the arrival of a superior officer;
- (p) investigate and prosecute all minor offences but shall seek the advice of a superior officer in any case of difficulty;
- (q) himself maintain the crime register;
- (r) endeavour to see all members of his formation acquire a good local knowledge of places, persons, customs and recurring events of note, the nature of the crimes prevalent in the area, and all persons suspected of, or likely to commit, crime, and shall issue specific instructions to new arrivals at his station in regard to these matters;
- (s) if he has to leave his station for any reason for more than three days hand over all records and public property to his successor or to the next senior member of the party. This handing over shall be recorded in the station diary and the entry signed by himself and the person who takes over;
- (t) or, in his absence, his deputy, carefully read over each morning the entries in the station diary for each twenty-four hours terminating at 7.00 a.m. and certify in the margin that he has done so and that he believes them to be a true account of the events therein referred to, to the best of his knowledge, information and belief. He shall then sign such certificate;
- (u) call the roll at 11.00 p.m. daily and a record of this shall be placed in the station diary, together with the numbers present and the absentees who shall be accounted for;
- (v) be responsible for giving the men due warning for duty, and where the strength permits, a duty slip for each twentyfour hours commencing at 6.00 a.m. daily

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- shall be posted on the notice board by 6.00 p.m. of the previous day;
- (w) report all breaches of discipline to his superior officer and record the details in the station diary, and shall warn the person concerned as early as possible that he is being reported and give the reason for such report;
 - (x) in serious cases of insubordination, relieve the offender of duty and make his report at once for instructions;
 - (y) visit and check all licensed premises in his district at least once a month.

Detectives

46. Secrecy. (1) Detectives shall not communicate their movements or proceedings except to their immediate superiors under whom they have to act.

(2) Members of the uniformed branch of the Force shall never speak to or appear to recognise detectives unless the latter first address them.

(3) Detectives when employed in plain clothes shall not salute officers of the Force or other individuals entitled to this mark of respect.

47. Unjustifiable means of detection prohibited. Detectives shall bear in mind that however desirable it may be to prevent the commission of crime and other offences against the law, not even the most culpable shall be proceeded against from questionable motives or by unjustifiable means.

48. Assistance from the Force. All members of the Force shall afford every possible information and assistance to detectives in the discharge of their important and difficult duties.

The Station Orderly

49. Appearance of station orderly. The constable on duty shall always be properly dressed when employed as station orderly.

51. Duties. The station orderly shall—

- (a) immediately report all messages received by him to the proper authority so that the necessary action may be taken without loss of time;
- (b) record the in-comings and out-goings of each individual who enters or leaves the station together with a short statement as to his business, complaint or duty;

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- (c) ensure that in no circumstances will civilian or police personnel be allowed to loiter in the charge room;
- (d) when a senior non-commissioned officer is absent, closely scrutinise police personnel proceeding on duty in order to see that they are properly turned out;
- (e) during his tour of duty be responsible for the charge room and charge desk, and see that they are kept scrupulously clean and tidy;
- (f) be solely responsible for the station diary and the proper recording therein of every item connected with the station;
- (g) not leave the charge room for any reason whatever, except for taking his meals, when another man will be found to relieve him, in which case an entry must be made in the diary;
- (h) pay half-hourly visits to all prisoners in the cells during the night and in the case of persons arrested for drunkenness, every fifteen minutes, and a note shall be made in the diary to this effect;
- (i) despatch all official mails, telegrams, documents and correspondence to police headquarters office promptly;
- (j) despatch telegrams and mails to the Governor-General by special orderly;
- (k) be in charge of the station regardless of his seniority, unless a non-commissioned officer is present or a senior constable has been left in charge of the station.

The Duty Non-Commissioned Officer

51. Duties. A duty non-commissioned officer shall—

- (a) be on duty daily at police headquarters during the following hours—

Sundays and holidays	6.00 a.m.—2.00 p.m.
	2.00 p.m.—10.00 p.m.
	10.00 p.m.—6.00 a.m.
Wednesdays	1.00 p.m.—6.00 a.m.
Other days	4.00 p.m.—6.00 a.m.;
- (b) during his tour of duty remain in police headquarters and on no account whatever shall he leave his post unless ordered to do so by an officer;
- (c) be responsible for—
 - (i) seeing that all reports are immediately investigated;
 - (ii) keeping the Commissioner or Deputy Commissioner informed immediately of all serious crimes or other matters affecting public security;

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- (iii) the general order and discipline of non-commissioned officers and men at police headquarters during his tour of duty;
- (iv) seeing that all crimes or matters affecting the public peace, accidents and other matters of police interest, reported at police headquarters during the hours on which he is on duty, are reported to him immediately for his instructions.

Constables

52. Duty to preserve peace. Every member of the Force shall use his best endeavours in preserving the peace, preventing robberies and other offences, and apprehending offenders against the law. In discharging these duties he shall act with great caution and prudence.

53. Constables whole time officials. Every constable shall devote his whole time to his official duties. He shall not carry on any trade or business or lend money to anyone, including his fellow constables.

54. Residence. He shall serve in the district, and reside at whatever station to which he is appointed.

55. Beat duty at night. A constable on beat duty at night shall check all doors and windows of the houses, stores or shops on his beat and see that they are properly fastened. He shall report any irregularity to the occupier of the premises if resident therein; and if not so resident, he shall secure the premises to the best of his ability and remain on the spot until the arrival of the patrolling non-commissioned officer.

56. Constable to be on the alert on beat. A constable shall move up and down his beat with regularity and in an alert and vigilant manner, but shall remain at any particular place if his presence there is necessary for observing the conduct of any suspected person or for any other good reason. He shall give his assistance for the protection of persons and property near his beat if called in any case requiring immediate attention, but shall return as early as possible to his own beat, and shall, if called for, satisfy his officer or non-commissioned officer that there was sufficient cause for such apparent irregularity. He shall under no circumstances enter any house while on patrol or guard, except in the immediate execution of his duty, nor shall he stop or talk

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with any other constable or with any person except on matters relating to police duty, and his whole attention shall be devoted to the duty for which he was placed on the post.

57. Constable to be temperate in language and behaviour. A constable shall—

- (a) be particularly cautious not to interfere unnecessarily with the public or to use any irritating language or expression even towards those who may be offending against the law;
- (b) answer any questions put to him in civil tone and in a courteous manner;
- (c) refrain from striking or using force towards any person in charge, other than may be absolutely necessary for safe custody and strictly in his own defence;
- (d) act with decision and boldness, but with good temper and discretion, and shall never suffer himself to be moved in the slightest degree by any language or threats which may be used;
- (e) ignore silly or ignorant observations directed towards him.

58. Preservation of order at theatres. The constable on duty at theatres, public places of amusement and private parties shall allow only servants who are in attendance thereat or waiting for their employers to remain near the doors. Persons having no lawful business at these places shall not be allowed to remain so as to cause obstruction to the thoroughfares or inconvenience to the public. The constables employed to regulate vehicles on such occasions shall not speak to servants or other persons in charge of them in a tone or manner calculated to give offence or provoke resistance, but shall give all directions in civil and firm manner.

59. Fires. In case of an outbreak of fire the constable at the spot shall give immediate alarm and as soon as possible shall send information to the station; and until the arrival of a superior officer, he shall use his best endeavours in keeping the ground near the fire clear, assisting in saving life, removing property, and giving notice to the engine keeper, turncocks and other persons. No constable who is at any distance from the fire shall leave his beat.

60. Attempts to disarm police. The police shall at all times observe the utmost caution and forbearance in using their arms, but if an attempt be made to force an entrance into their stations

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or barracks, or to rescue prisoners who may be in their charge, or to deprive them of their arms, they shall in these purely defensive situations act with the utmost firmness and determination, and resist by every means in their power the loss of their quarters, their prisoners or their arms.

61. Conduct in shop or licensed premises. No refreshment of any kind shall be partaken of by a constable in a public house or shop except on payment by himself.

62. Gambling. A member of the Force shall not play for money at billiards or any game of cards, or indulge in any other form of gambling in a police station or public house, or meet anywhere for the purpose of gambling.

63. Prohibition against divulging information. Any member of the Force who—

- (a) gives notice or information or otherwise causes to be intimated either directly or indirectly to any person for or against whom there is any warrant or order;
- (b) divulges any circumstances or information which it is his duty to keep secret;
- (c) knowing where any offender is residing or concealed, does not immediately inform his superior officer of the same;
- (d) fails or neglects to take due and prompt measures for the arrest of such person;
- (e) wilfully or through negligence allows any person in his custody to escape; or
- (f) leaves any post on which he has been placed as sentry or on patrol or other duty.

is guilty of a breach of discipline and liable to punishment and dismissal.

64. Rewards without permission prohibited. Members of the Force shall not receive any reward or gratuity without the express permission of the Commissioner who shall satisfy himself that no solicitation, direct or indirect, has been made to the persons by whom the reward is offered.

65. Fines, etc. to be paid into Reward Fund. (1) All fines, forfeitures and penalties imposed upon any member of the Force under the provisions of the Act or of these Regulations shall be paid over to the Commissioner and credited by him to the Police Reward Fund.

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(2) The Fund shall be appropriated, subject to the approval of the Governor-General, to the payment of rewards for specially meritorious service, or the payment of gratuities to the widows and orphans of men of long service and good character or of men who may succumb to injuries received in the execution of their duty, to the purchase of articles for the benefit or diversion of the members of the Force, and for such other objects as may be recommended by the Commissioner.

66. Complaints to be forwarded through superior officer. (1) All requests or complaints made by a constable shall be forwarded through his superior officer.

(2) Frivolous or groundless complaints, either against his comrades or superior officers or complaints made more than twentyfour hours after the alleged offence has been committed will be disregarded.

67. Anonymous communications forbidden. (1) A constable shall not send any anonymous communications to a superior officer or to the Government, nor may he either directly or indirectly supply the public, press or any person or persons, either anonymously or otherwise, with any matter or thing relating to the Force or the detection of crime or offenders.

68. Communications to the press forbidden. (1) Members of the Force shall not publish or communicate with the press or any person or persons other than their superior officers, either directly or indirectly, any information relating to any matter or matters concerning the Force.

(2) Members of the Force shall inform their immediate superior officer of all applications or communications received by them from any person or persons for information regarding any matter affecting the Force, the public or any person or persons.

69. Reward for meritorious service. Constables who distinguish themselves by any act deserving of reward may be promoted without regard to length of service, or the branch of the Force to which they may be attached.

70. Appointments to be returned on resignation. When any member of the Force has been dismissed or discharged, or has been permitted to resign, he shall at once return to his superior officer all arms, ammunition, accoutrements, clothing or other appointments belonging to the public, and shall not thereafter

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wear or assume the dress, name, designation or description of an officer, non-commissioned officer or constable.

71. Transport expenses of wives and families. (1) When a married non-commissioned officer or constable is transferred from one station to another he shall inform the Commissioner whether his wife and family are accompanying him, so that arrangements may be made for the transport of his family and personal effects.

(2) The expenses of married non-commissioned officers and constables on transfer in regard to their families and effects shall not be allowed unless they have served for a period of five years, save in special circumstances and with the sanction of the Governor-General.

(3) Transport expenses will only be allowed for a fair and reasonable quantity of private baggage and effects.

Duties in Court of Law

72. Conduct of cases. (1) Whenever a non-commissioned officer or constable makes an arrest in any case of importance or in case of any assault on such non-commissioned officer or constable, he shall report it at once to the Deputy Commissioner.

(2) He shall be responsible for summoning all witnesses and for the production in court of all stolen property, documents, or articles material to the case on the day of hearing, and if the case be referred to the High Court for trial, he shall arrange for the said property, documents, or articles to be properly labelled and initialled by the magistrate.

(3) The non-commissioned officer or constable shall hand the said property, documents or articles to the non-commissioned officer in charge of the station, who shall be responsible for their safe custody until they are delivered back to the non-commissioned officer or constable for production at the trial.

(4) The non-commissioned officer in charge at the High Court shall satisfy himself that all exhibits to be produced in evidence are in court before the opening thereof and shall report accordingly to the officer on duty in court.

73. Information to be checked. No information shall be laid by any member of the Force until it has been submitted to the non-commissioned officer in charge, who shall enquire into each case before sanctioning a prosecution.

74. Evidence of police. The non-commissioned officer in charge at a magistrate's court shall see that the non-commis-

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sioned officer and constables who attend the court to prosecute or give evidence in police cases give their evidence in a proper and straight-forward manner. Any non-commissioned officer or constable who gives evidence in an improper manner or in a spirit of vindictiveness shall be reported at once to the Deputy Commissioner who shall bring the case to the notice of the Commissioner.

75. Comments of magistrate. Whenever the presiding magistrate makes remarks either of a favourable or unfavourable nature on the conduct or evidence of any member of the Force, the senior commissioned officer or non-commissioned officer present shall at once report the matter to the Deputy Commissioner for the information of the Commissioner, who shall decide whether an entry is to be made on the conduct sheet of such a member.

76. Constables who are witnesses to be paraded. (1) Constables required to give evidence in court shall be duly warned and paraded for that duty.

(2) On arrival of a judge or magistrate in court, all members of the Force shall immediately rise, if sitting, and continue standing at attention until the judge and magistrate is seated. They shall not disturb the court by talking or in any other manner.

77. Manner of giving evidence. A non-commissioned officer or constable shall—

- (a) on being sworn prior to giving his evidence proper, state in a distinct tone of voice his name and number, the date, time and place of the occurrence which is the subject matter of the charge under investigation;
- (b) maintain an upright stance and respectful demeanour in the witness box;
- (c) avoid slang expressions and speak in a clear and audible voice;
- (d) confine himself strictly to the facts of the case before the court;
- (e) avoid any expression of his own opinions except when sought by the court or counsel;
- (f) have in his possession any notes of events or circumstances made at the time of the occurrence, but shall not refer thereto without permission of the court;
- (g) avoid any reference to previous conviction against an accused person except when called upon by the court to do so;

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- (h) give his evidence in a concise, truthful and impartial manner;
- (i) maintain a polite and truthful demeanour under cross examination.

78. Notices of appeal. (1) On the receipt of a notice of appeal, the officer or non-commissioned officer concerned shall at once make application to the magistrate for a copy of the proceedings, at the same time forwarding the original notice of appeal and a copy of his application of to the Commissioner for transmission to the Director of Public Prosecutions to whom the copy of the proceedings shall also be sent as soon as received.

(2) When the police give notice of appeal a copy of the proceedings shall at once be applied for and forwarded to the proper quarter.

79. Travelling expenses, etc., of police witnesses. (1) In all cases brought by the police, the prosecuting officer shall ascertain the actual out-of-pocket and travelling expenses of witnesses who appear for the police and shall apply for the same at the time to the magistrate on their behalf.

(2) Claims for compensation of such witnesses shall be submitted, if they appear reasonable, with a full report by the prosecuting officer to the magistrate.

Beats and Patrols

80. Beats. In Kingstown, beat duty shall be done in three reliefs of non-commissioned officers and constables as follows—

- (a) First Relief, 6.00 a.m. to 10.00 a.m. and 2.00 p.m. to 6.00 p.m.
- (b) Second Relief, 10.00 a.m. to 2.00 p.m. and 10 p.m. to 2.00 a.m.
- (c) Third Relief, 6.00 p.m. to 10.00 p.m. and 2.00 a.m. to 6.00 a.m.

81. Reliefs. The station sergeant, the station orderly or the senior non-commissioned officer present shall inspect each relief before going out, in order to ascertain if the men are properly equipped for duty. The non-commissioned officer in charge of the relief shall then march them off and place them on their beats, and shall visit them regularly while on duty and make a daily report of such visits to the station orderly. When the men are relieved they shall be marched back to the station, where they shall be inspected by the non-commissioned officer in

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charge, who shall report any thing wrong which he may observe about them.

82. Duties of constables on beat. (1) A constable before taking charge of his beat shall—

- (a) inquire of the man whom he is about to relieve as to the state and condition of the beat, and shall note his reply in his memorandum book;
- (b) enter in his memorandum book the hour of each visit by the non-commissioned officer superintending the beats;
- (c) visit every part of his beat in the time allowed for that purpose;
- (d) when going his rounds at night, make a careful inspection of all premises and if he find any insecure or open, if it be a dwelling house, he shall awaken the occupants and cause the premises to be secured, and if the premises be not occupied he shall report to the non-commissioned officer visiting him;
- (e) on being relieved, report the state of his beat to the constable relieving him;
- (f) not loiter near each other, not gossip nor hold any conversation with other constables or civilians except on matters of duty, and in such circumstances the conversation shall be as short as possible.

83. Patrols. A system of patrols by night as well as by day in the outskirts of Kingstown and in the country districts is of the utmost importance and non-commissioned officers in charge of stations shall see that this practice is observed when the strength of their units permits it.

Prisoners and Escorts

84. Strength of escorts. The strength of escorts provided for the removal of convicted prisoners, except such as may be conveyed in a prison van, shall be regulated as follows—

- (a) when a single prisoner is being escorted he shall be sent in the custody of a single constable; two or more prisoners up to five shall be accompanied by two constables, and for every additional five prisoners one extra constable shall be sent. If possible a non-commissioned officer shall always accompany a constable except in the case of a single prisoner;
- (b) in the case of prisoners reported to be particularly

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dangerous or unruly, additional men may be sent.

85. Committal warrants. No member of the Force shall take charge of a prisoner after conviction without a committal warrant nor shall they, save as hereinafter mentioned, surrender such warrants. If a court issue an incorrect committal warrant and subsequently sends a revised warrant to the custodian of a prisoner, the original warrant shall not be given back except by order of the Commissioner.

86. Questioning prisoners. (1) When a member of the Force is endeavouring to discover the author of a crime, there is no objection to his putting questions in respect thereof to any person or persons, whether suspected or not, from whom he thinks useful information may be obtained.

(2) When a member of the Force has made up his mind to charge a person with a crime, he shall first caution such person before asking any questions or any further questions as the case may be.

(3) Persons in custody shall not be questioned without the usual caution being first administered.

(4) If a prisoner wishes to volunteer any statement the usual caution shall be administered.

(5) The caution to be administered to a prisoner when he is formally charged, shall be in the following words: "Do you wish to say anything in answer to the charge? You are not obliged to say anything unless you wish to do so, but whatever you say will be taken down in writing and may be given in evidence".

(6) When two or more persons are charged with the same offence and statements are taken separately from the persons charged, such statements shall not be read to the other person or persons charged, but each of such person shall be furnished with a copy of the statements made by the other person or persons, and nothing shall be said or done or invite a reply thereto. If the person charged desire to make a statement in reply, the usual caution shall thereupon be again administered.

(7) Any statement made in accordance with the above rules shall, whenever possible, be taken down in writing and signed by the person making it after it has been read to him and he has been invited to make any corrections he may wish. The statement shall also be certified and signed by the person by whom it was taken down.

87. Use of handcuffs. (1) Every escort shall be provided with handcuffs which may be used in cases of emergency.

(2) Handcuffs shall never be used except in cases of

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necessity, when a prisoner is violent and likely to attempt to escape, or if the number of prisoners to be conveyed, or the special circumstances, render such precautions necessary to prevent a rescue.

(3) In conveying a prisoner, by bus or otherwise, the use of handcuffs shall depend on whether he is likely to escape, and whether his attempt would be likely to succeed by reason of his superior strength or the fatigue of the constable.

(4) A person apprehended for any indictable offence may be handcuffed as provided in subregulation (2).

(5) A person apprehended for any offence punishable on summary conviction shall not be handcuffed, except in the circumstances mentioned in subregulation (2).

(6) Prisoners shall not be subjected to avoidable degradation, and if the use of handcuffs becomes necessary to prevent escape rather than violence the constable shall fasten one bracelet to his own left wrist and the other to the prisoners right wrist.

(7) A person being removed by water shall not be handcuffed, if it is possible to avoid doing so. If such action becomes absolutely necessary, every precaution shall be taken to prevent him from jumping overboard and being drowned by his own act while he is handcuffed.

Riot

88. Presence of magistrate at riots. It is the duty of the police on hearing of a riotous or tumultuous assembly to apply for and to secure the attendance of a magistrate or justice of the peace: but if the occasion demands immediate action and no opportunity is given for procuring such attendance, then it is the duty of the police to act for themselves and upon their own responsibility, in dispersing such assembly.

89. Proclamation in case of riot. (1) A copy of the proclamation in subregulation (2) shall be taken to the riot by each officer and non-commissioned officer proceeding thither.

(2) The proclamation shall be in the following words—

"Our Sovereign Lady the Queen charges and commands all persons being assembled, immediately to disperse themselves, and peaceably to depart to their habitations or to their lawful business, upon the pain of being guilty of an offence, on conviction for which they may be sentenced to imprisonment for life. God Save the Queen."

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90. Firing on mobs, etc. (1) Whenever the necessity for firing shall arise, the firing shall, in order to obtain the most effective results, be directed at the leaders of the riot or the assailants of the police. Firing over the heads of the rioters is expressly forbidden as this may give confidence to the daring and the guilty, and cause injury to innocent persons in their rear. Care should be taken not to fire upon persons separated from, or not assisting, the rioters or assailants, and if time and circumstances permit, the rioters shall be warned that it is intended to fire upon them unless they desist. Blank cartridges shall in no circumstances be used.

(2) Whenever members of the Force, acting under a magistrate, shall receive directions to fire they shall not do so except by regular word of command from the senior officer, warrant officer or non-commissioned officer in charge; and the officer, warrant officer or non-commissioned officer shall not give the word of command to fire unless distinctly required so to do by the magistrate, under whose authority he is acting. In cases where there is no magistrate present and the police may be obliged to fire in their own defence, they shall not do so without the express order of the officer, warrant officer or non-commissioned officer in charge. In all cases the officer, warrant officer or non-commissioned officer in command shall exercise the utmost forbearance consistent with the safety of his party before giving the order to fire, and shall exercise a humane discretion as to the extent of such firing. No firing shall take place after the necessity for it has ceased to exist, whether the magistrate orders the cessation or not.

(3) In all cases in which the men are directed to fire, the officer, warrant officer or non-commissioned officer in charge, if he be of the opinion that a slight effort will be sufficient to attain the object, shall order only one or two files to fire and the fire of the others shall be kept in reserve. He shall always state the number of rounds that are to be fired.

91. Unauthorised firing. (1) If a shot shall be fired by a member of the firing party without being ordered so to do, or after an order to cease firing shall have been given, the officer, warrant officer or non-commissioned officer in command shall immediately ascertain by whom it was fired and place him under arrest. A special report of the circumstances shall be made, as soon as possible thereafter to the Governor-General.

(2) Members of the Force shall constantly bear in mind that however well justified a constable may consider himself to be in firing, his act, with all its accompanying circumstances, whether

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attended by loss of life or not, may become the subject of legal investigation, and he will be called upon to justify his action.

92. Unlawful assembly. If the Commissioner receives information on oath, or has reasonable cause to suspect, that any meeting or assembly is being held for the purpose of exciting or stirring up any persons to commit any act of insurrection or sedition, or to obtain otherwise than by lawful means any alteration or change in the constitution or Government of Saint Vincent and the Grenadines as by law established or for any other seditious purpose, he shall forthwith proceed to the place where the meeting is being held, accompanied if possible by a magistrate and with such force of police as he shall deem advisable, and shall order and direct in Her Majesty's name, all persons he finds there assembled peaceably to depart and disperse, and if any persons, notwithstanding they have been so ordered to disperse, continue together for fifteen minutes, they may be taken into custody; and any person resisting the police in the execution of their duty or attempting to do so may likewise be arrested and detained. A full report of all such meetings and arrests shall immediately be made to the Governor-General.

Miscellaneous Duties

93. Obstruction in streets. (1) A member of the Force shall warn any person or persons obstructing in any street the passage of any other person or persons or any vehicle, to move on and if such person or persons after having been so warned shall continue to obstruct, he or they may be arrested and charged with obstruction.

(2) The police shall take care to provide themselves whenever possible with witnesses to prove that person so arrested were causing an obstruction and that they were ordered to move on before they were arrested.

94. Medical aid at accidents. In cases of accidents when medical assistance is urgently required and the services of the district medical officer are not immediately obtainable, the senior member of the Force present may call in the services of the nearest medical practitioner, whose fee for attendance may be paid from public funds on proof to the satisfaction of the Commissioner that such attendance was necessary, that the injured person is not in a position to pay for such attendance and that due endeavour had been made to obtain the services of the district medical officer. Any member of the Force failing to observe these conditions who shall summon any medical practitioner may be surcharged with the payment of the practitioner's fee.

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95. Fires. In case of fire, it shall be the duty of all available members of the Force to fall in as rapidly as possible, by day or by night, at the sound of the "Fire Alarm" and to proceed with all despatch to the scene of the fire.

96. Excise prosecutions. Before any prosecution is commenced for breach of the excise laws, a "form of particulars" of the case shall be filled in and forwarded to police headquarters for transmission to the Comptroller of Customs and Excise who may give such instructions thereon in writing as he may deem necessary, and no such prosecution shall be instituted without such instructions.

97. Licences for new premises. All premises for which new licences to deal in spirits, agricultural produce, old metal, and other licensable articles are sought shall be personally examined by the commissioned or non-commissioned officer in charge of the station in the district for which the application is made, and if the premises appear to be unsuitable for the purpose for which the licence is sought the application shall be opposed by the police.

98. Rape. (1) In all case of rape, the person ravished shall, with her consent, be examined by a medical practitioner as soon as possible after the alleged offence.

(2) Steps shall be taken in every case of rape in which the girl is above the age of twelve and under the age of thirteen, to prove her age before the magistrate by production of a birth certificate, and by identifying her as the person named in such certificate.

(3) If a certificate cannot be obtained at the preliminary inquiry, a statement shall be made to that effect in the depositions, and information as to the place of birth, names of parents, date of birth and other relevant information shall be obtained to enable an effective search to be made in the records of the Registry.

99. Property of intestates. Whenever any member of the Force becomes aware that any person has died, and he has reasonable cause to believe that such person has died intestate and without lawful heirs, he shall at once report the matter, if in Kingstown, to the Commissioner for the information of the Governor-General, and if in the country, to the warrant officer or non-commissioned officer in charge for the immediate information of the Commissioner and until the directions of the

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Governor-General or Commissioner are obtained, the property of the deceased shall remain in charge of the Force but only in so far as may be necessary to prevent the removal of any portion of the moveable property of such intestate.

100. Harbour police. The harbour police shall consist of such non-commissioned officer and men as the Commissioner may from time to time direct. The members of the harbour police shall, in addition to their ordinary qualifications as members of the Force, be experienced and skillful boatmen and preferably be able to swim.

101. Report of arrival of warships. The non-commissioned officer in charge of the harbour police shall report to the Commissioner or Deputy Commissioner when any warship, either Commonwealth or foreign, is signalled between the hours of 6.00 a.m. and 9.00 p.m.

102. Duties. In addition to their ordinary duties as constables it shall be the special duty of the harbour police to prevent crime and disorderly behaviour in the harbours of Saint Vincent and the Grenadine and to enforce the harbour and quarantine regulations, to detect and prevent all breaches of the revenue laws and to carry into effect all the orders of the Commissioner in all matters relating to the ports and harbours. They shall maintain order on the quays, wharves and jetties and in the vicinity of the customs houses.

Training and Discipline of the Force

103. Military training. The military training of the Force shall be the same as far as possible as is laid down in the handbooks on military training issued for the use of the regular forces.

104. Recruits. (1) The course of training for recruits and the classes of instruction for non-commissioned officers and constables shall be detailed from time to time in the orders issued to the Force by the Commissioner.

(2) No recruit shall be allowed to take his place in the ranks until he has satisfied the Commissioner that he has a satisfactory knowledge of every subject taught him and is in every respect thoroughly fit to perform his duties as a member of the Force.

(3) Any recruit who, in the first six months of service, fails to pass the prescribed examination, or who, either from

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want of intelligence or zeal, is unlikely to become an efficient constable, or who it may be undesirable to retain in the Force, shall be brought before the Commissioner, who may, with the approval of the Governor-General, issue orders for his discharge from the Police Force.

105. Musketry course. All members of the Force, unless specially exempt by the Commissioner, shall fire the course of musketry published annually in Force Orders.

106. Badge for skill at arms. Badges for proficiency in musketry and signalling shall be awarded annually as far as possible in accordance with the regulations for the regular forces. The names of all winners of badges shall be published in Force Orders.

107. Prizes for musketry. (1) Prizes not exceeding a total value of forty eight dollars shall be awarded annually from the Reward Fund for skill at arms.

(2) The prizes shall be of the following value—

- (a) first prize, sixteen dollars and eighty cents;
- (b) second prize, twelve dollars;
- (c) third prize, nine dollars and sixty cents;
- (d) fourth prize, seven dollars and twenty cents;
- (e) fifth prize, two dollars and forty cents.

108. Arrest of non-commissioned officer or constable. A warrant officer, non-commissioned officer or constable may be placed under arrest for the commission of any indictable offence or any serious offence punishable on summary conviction, or for drunkenness, insubordination, disrespectful language to a superior officer, wilful disobedience to a lawful order of a superior officer, sleeping on his post or beating or ill-using any prisoner.

109. Arrest by junior. No warrant officer, non-commissioned officer or constable shall be placed under arrest by any other warrant officer, non-commissioned officer or constable inferior in rank to himself except for drunkenness.

110. Equipment of members under arrest. A warrant officer, non-commissioned officer or constable placed under arrest shall be deprived of his whistle, baton, arms and ammunition (if any) and this equipment shall immediately be handed over to the warrant officer or non-commissioned officer of the guard or station in which he is first placed under arrest.

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111. Nature of arrest. (1) Arrest shall be of two kinds namely "close arrest" and "open arrest".

(2) A warrant officer, non-commissioned officer or constable under "close arrest" shall not leave his quarters except for such exercise as may be necessary in the interests of his health. Where a guard room is provided or a cell available he shall be confined therein.

(3) A warrant officer, non-commissioned officer or constable under "open arrest" shall be allowed to take exercise at stated periods within defined limits, usually within the precincts of the barracks. His liberty of movement may be increased at the discretion of the Commissioner, who may permit him to leave his station for a particular purpose.

112. Close arrest, when to be employed. If a warrant officer, non-commissioned officer or constable placed under arrest is charged with the commission of any indictable offence or any offence punishable on summary conviction, he shall remain under "close arrest" until an order is received from the Commissioner directing what proceedings are to be taken against him, and by whom they are to be taken.

113. Arrest for breach of discipline. If a warrant officer, non-commissioned officer or constable under arrest is charged with a breach of discipline, he shall not be detained under arrest for a longer period than twentyfour hours, unless the Commissioner otherwise directs, but shall be released and placed on duty pending his trial. Where the decision of the Commissioner cannot be obtained within twentyfour hours from the time the warrant officer, non-commissioned officer or constable is placed under arrest, he shall be released and put on duty pending trial, unless in the opinion of the Deputy Commissioner, senior warrant officer or non-commissioned officer in charge at the time such a course would be injurious to proper discipline, in which case the Commissioner shall be notified to that effect and the arrest shall continue until his case can be dealt with by the Commissioner.

Provided that such arrest shall not continue for a period exceeding seven days. If the arrest is longer than twentyfour hours a daily report shall be made to the Commissioner.

114. Manner of effecting arrest. A constable shall not be arrested in a public manner for any offence solely against discipline and not in violation of public order, but shall be ordered by a warrant officer or non-commissioned officer to return to barracks, and his place, if he be on duty, shall be taken by another constable.

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115. Confinement. (1) A constable charged with a serious offence, or with drunkenness, or who refuses to obey any lawful order, or resists the authority of a warrant officer or non-commissioned officer, shall be confined in a suitable place of confinement within his station.

(2) When a warrant officer or non-commissioned officer has cause to confine a constable for any offence he shall invariably obtain the assistance of one or more constables and shall not come in contact with him himself except under unavoidable circumstances.

116. Minor offences. In the case of minor offences of a disciplinary nature or otherwise, a constable shall not leave his station except on duty until his case has been disposed of. He shall attend all parades and may be detailed for duty.

117. Sickness during arrest. Any warrant officer, non-commissioned officer or constable who complains of illness while under arrest shall be seen as early as possible by the police medical officer.

118. Charges against members of the police force. When the warrant officer or non-commissioned officer in charge of a station prefers a charge against any warrant officer, non-commissioned officer or constable he shall at once inform him of the charge and submit the same in writing to the sergeant major, who shall inform the person charged of the date, hour and place at which he will hear the charge. On receipt of this information the warrant officer or non-commissioned officer shall at once inform the aforesaid person.

119. Investigation of charges. All charges against offenders shall be investigated without delay in the presence of the accused; but when the charge is one of drunkenness the offender shall not be brought before an officer for the investigation of his case until he has regained sobriety.

120. Taking of evidence. The evidence given for or against any warrant officer, non-commissioned officer or constable on any charge brought up for disposal by the Commissioner or by any officer of the Force shall be taken down in writing, and if the warrant officer, non-commissioned officer or constable appeal against the award, the evidence shall be forwarded with the appeal.

121. Entry of punishment. When members of the Force are

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charged at the same time with more than one offence committed on the same day, the sentence awarded shall cover all the offences so charged. The instructions contained in The Queen's Regulations for the Army, regarding the manner in which entries of offences are to be made in the conduct sheet shall be followed as far as practicable.

Promotion of Non-Commissioned Officers

122. Qualifying examination for promotion. (1) No non-commissioned officer under the rank of corporal, and no constable, shall be promoted to a higher rank until he has passed a qualifying examination designed to test—

- (a) his ability to read and write and do simple arithmetic up to compound rules;
- (b) his knowledge of the various duties of a police constable, his acquaintance with legal police procedure and his ability to write a simple report;
- (c) his knowledge of drill.

(2) Examinations shall be held whenever required, and one month's notice of the date of the examination shall be published in Force Orders.

123. Petition for promotion. Non-commissioned officers and constables are forbidden to send in petitions asking for promotion.

Uniform and Kit

124. Uniform and kit. The uniforms and kit of warrant officers, non-commissioned officers or constables shall be as follows—

1 White helmet	1 Truncheon
1 Forage cap	1 Pair of dark blue puttees
1 Steel helmet	1 Copy of fire manual
3 White tunics	1 Waterproof cape
2 Blue serge tunics	1 Cane
2 Pairs of blue serge trousers	1 Rifle
2 Pairs of black ankle boots	2 Rifle slings
1 Pair of canvas shoes	1 Oil bottle
1 Spike	1 Pullthrough
2 Pairs of socks	1 Bayonet
1 Chain	1 Helmet badge
3 Sets of numerals	1 Cap badge
2 Pairs of badges of rank	1 Note book and pencil
1 Pair badges for skill	1 Kit box
3 Khaki shirts	1 Tin of boot polish

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3 Pairs of khaki shorts	1 Copy of police regulations
2 White cap covers	1 Scabbard
2 Khaki cap covers	1 Bayonet frog
2 Sets of buttons	1 Button brush and stick
1 Whistle and chain	1 Shoe brush
1 Duty badge	1 Cake of blanco
1 Belt	1 Blanco tin.

125. Numerals and crowns. Numerals shall be worn by non-commissioned officers not above the rank of sergeant and by constables. Crowns shall be worn by men of higher rank and members of the Band, on each side of the front of the collar one and a half inches from the front edge. Eyelet holes for securing crowns and numerals shall be made in the tailors shop and shall not be cut by the owner of the jacket.

126. Badges of rank and skill. Badges of rank, and for skill at arms shall be worn by warrant officers, non-commissioned officers and constables as directed.

127. Mourning. The mourning to be worn by any member of the Force, when in uniform, shall be a black band, three and a quarter inches in width, round the left arm above the elbow.

128. Boots. No boots other than of regulation pattern shall be worn in uniform except with the permission of the Commissioner.

129. Issue of clothing. Clothing will be supplied to non-commissioned officers and constables whenever necessary.

130. Articles for bedding. The following articles shall be used for bedding—

- (a) 1 Iron cot and mattress or 1 Canvas cot
- (b) 1 Bed slip;
- (c) 1 Blanket;
- (d) 1 Pillow slip.

131. Uniform damaged or lost. A uniform damaged or lost in the execution of duty shall be replaced at the public expense, but if damaged or lost owing to the carelessness of the wearer it shall be repaired or renewed at his own expense.

132. Deficiency in kit. (1) Any non-commissioned officer or constable who fails to produce any article of his kit, when demanded, shall pay for a new issue thereof unless the deficiency is satisfactorily accounted for.

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(2) A non-commissioned officer or constable shall not lend another any part of his clothing or equipment without permission.

133. Kit inspection. Inspection of kit shall be held once a month at police headquarters and in district stations.

134. Allowance to detectives for plain clothes. Detectives shall supply themselves with plain clothes out of the allowance granted to them for that purpose.

135. Use of whistle. (1) A constable shall blow his whistle only when he requires the assistance of another constable or desires to attract his attention, or in case of fire.

(2) On all occasions on which it is necessary for the police to use whistles, a very long and very short blast shall be blown alternately.

(3) The whistle signal for an alarm of fire shall be series of long blasts.

136. Arms and accoutrements of men sick or on leave. When a non-commissioned officer or constable proceeds on long leave or is sent to hospital or is suspended from duty, he shall hand over his arms and accoutrements to the officer or non-commissioned officer under whose immediate command he is serving, who shall be responsible for their safe custody. At police headquarters they shall be handed over to the station orderly who shall be responsible for their delivery to the storekeeper. A note shall be made of any deficiencies in such arms and accoutrements.

137. Arms, etc., to be returned on discharge. On the discharge of any member of the Force, he shall return to store all arms, accoutrements, equipment and clothing the property of the Government, before he receives his pay. The value of any article which he fails to produce shall be deducted from any pay due him.

138. Arms and ammunition. (1) The keeping of arms shall be in accordance with Army Regulations on the subject which will be published from time to time.

(2) The numbers of rounds to be issued to each man in district stations shall be ten, unless otherwise authorised by the Commissioner.

(3) The oldest ammunition in stock shall be used for the annual musketry course.

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Barracks

139. Daily barracks inspection. At every station there shall be a daily inspection by the non-commissioned officer in charge as soon as fatigue is over.

140. Animals, etc. No dogs shall be kept in barracks except with the permission of the Commissioner. If fowls are kept such accommodation shall be provided as will prevent them entering the station buildings. No other livestock shall be kept except animals which have been impounded.

141. Kit boxes. Every constable shall be provided with a kit box which he shall keep locked and hand in to the storekeeper or non-commissioned officer in charge of the station if he intends to be absent from the station for more than two days. No trunks or boxes, except the regulation box, and no furniture, except that provided for the use of the station, shall be allowed in the barracks but the men will be allowed to have a small box in which articles of a personal or private nature may be kept.

142. Arrangement of barrack room. (1) The bedsteads and furniture belonging to each station shall be arranged in the rooms in such a manner as to afford the maximum degree of comfort to the whole party at the station.

(2) Every man's bedding shall be properly folded, and his uniform folded and placed on a shelf above his head in accordance with orders which may be issued from time to time.

(3) Capes shall not be hung up in the rooms nor left hanging on railings or elsewhere for the purpose of drying them. When dry they shall be folded and placed with the uniform.

143. Unauthorised persons in barracks. (1) No unauthorised person shall be permitted to enter the barracks except on business.

(2) No person other than members of the Force, heads of departments and Government medical officers shall sleep at a station without the permission from the Commissioner or Deputy Commissioner.

144. Fire buckets. A chemical fire extinguisher and a sand bucket shall be kept at each station for use in case of accidents arising from fire.

145. Charge room. (1) A charge room shall be attached to each station and all books and records of the station shall be

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kept therein, properly labelled and arranged. This room shall be used as an office by the non-commissioned officer in charge.

(2) The part of the charge room within the bar or counter shall be reserved for the use of non-commissioned officers and constables on duty and no other persons shall be allowed inside except when signing documents.

(3) Loud talking in the charge room shall be forbidden.

146. Inventory boards. Inventory boards shall be hung up in every barrack room, guard-house, office, or in the quarters occupied by the police, on which shall be entered all articles of government property contained in such barrack room or otherwise, and no articles on such inventory boards shall be taken away without the permission of the Commissioner or Deputy Commissioner.

147. Payments for damage to barracks. Damage to barracks shall be charged for in the following manner—

- (a) when the individual who committed the damage is known, the charge shall be defrayed by that individual;
- (b) when the person is unknown, all the occupants of the barrack or room shall be charged equally for the damage;
- (c) the sum due for damages to barracks shall be stopped by the paymaster from the salaries of the persons responsible.

Cells and Lock-ups

148. Cells to be provided. There shall be, at least, two prisoners' cells attached to each station, one for male and the other for female prisoners in which prisoners arrested or in the custody of the police may be confined. No person shall under any pretext open or enter the cells when prisoners are confined therein except by the authority of the non-commissioned officer in charge.

149. Visits to prisoners. Prisoners shall be visited each half hour. In the case of persons under the influence of drink the visits shall be at fifteen minute intervals and oftener in cases of illness.

150. Searching of prisoners. Prisoners shall not be placed in a cell until they have been properly searched, and property in their possession taken from them. A male prisoner shall be searched by at least two constables. Whenever it is necessary to

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search a female prisoner, the services of the matron of the female prison or some other suitable female shall be obtained.

151. Property of prisoners. (1) All personal property taken from a prisoner shall be at once entered in the Prisoners' Property Register and all property which is the subject of a charge shall be entered in the Exhibits Register by the non-commissioned officer or constable in charge of the station in the presence of the prisoner from whom it was taken, and the constable or constables making the search. When the entry is completed it shall be read out to the prisoner, who shall be asked if the articles so entered represent the whole of the property taken.

(2) Property taken from a prisoner who is acquitted, or who having been convicted and fined, pays the fine immediately after leaving the court, shall be at once returned to him or her and a receipt taken from the same in the Prisoners' Property Register.

(3) Property taken from prisoners who have been convicted and sent to gaol shall be delivered to the warder who receives the prisoners at the gaol and the receipt thereof acknowledged in the Prisoners' Property Register or Exhibits Register as the case may be.

152. Children in cells. (1) When women are arrested no children above the age of one shall be allowed to stay in the cells with their mother.

(2) When female prisoners have children above the age of one for whom no one is willing to assume responsibility, an immediate report of this fact shall be made to the Deputy Commissioner.

153. Prisoners rations. (1) The daily ration for prisoners in police cells shall consist of one cup tea, coffee or cocoa, four ounces of bread, and one piece fried fish or fish cake in the morning, and rice, vegetables and fish or meat in the evening.

(2) Prisoners shall be fed twice daily viz. 8.00 a.m. and 5.00 p.m. or as near these hours as practicable.

(3) A prisoner, confined after 12.00 midday shall only be allowed half rations.

(4) A prisoner may be supplied with food by his relatives or friends. All such food shall be examined by the non-commissioned officer or constable in charge of the station. A prisoner receiving such food shall not be allowed the regular ration in addition.

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154. Employment of prisoners awaiting trial. A prisoner awaiting trial shall not be employed in any capacity whatever, other than cleaning his cell. This must be done one at a time and in the presence of a constable.

155. Legal adviser of prisoner. A legal practitioner, or his clerk if duly authorised in writing to act for him, shall be allowed to communicate with a prisoner in custody at a station. Such communication shall take place within sight of but out of hearing of a member of the Force.

156. Sick prisoners. (1) When a prisoner is ill or appears to be ill or reports that he is ill, notice shall be sent without delay to the prison medical officer who, if necessary, may recommend removal to the Kingstown General Hospital or the Saint Vincent and the Grenadines Mental Health Centre as the case may be. In such circumstances an application shall immediately be made to the nearest magistrate or justice of the peace for a remand warrant. On the receipt of the said warrant the prisoner shall at once be dispatched to such hospital, and the non-commissioned officer or constable in whose custody he is, shall be held responsible for the proper and humane conveyance of any prisoner so remanded.

(2) When a Government medical officer orders nourishment, other than the food normally allowed to prisoners in cells, an inspector or the Sergeant Major shall see that such nourishment is duly provided at the public expense, and the voucher for the payment thereof certified by the Government medical officer concerned.

(3) Medicines ordered for prisoners in district stations shall be procured in such ways as the Government medical officer may direct.

157. Prisoners remanded, etc., not to be kept at station. Prisoners who have been remanded or committed to gaol shall not be detained at any station for a longer time than is absolutely necessary to permit them to be sent on by escort. If a committal warrant is unduly delayed a report to that effect shall be made at once to the Commissioner.

158. Production warrant to be shown. When it is necessary to produce a remanded prisoner, a production warrant shall be made out by the police and presented to the magistrate for signature. This warrant shall then be presented to the Superintendent of Prisons or his deputy for the delivery of the prisoner.

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159. Bail by magistrate. Any constable apprehending any person found committing an offence punishable upon indictment shall take the offender forthwith before a magistrate or justice of the peace who may either commit him to gaol or grant him bail conditioned for his appearance before a magistrate on such a day as he shall appoint.

160. Police may accept bail. Any non-commissioned officer or constable at any police station may, if he thinks it prudent, grant bail to any person, either with or without sureties, charged with a summary conviction offence.

161. Police declining to take bail. If any member of the Force shall refuse to grant bail for the appearance before a magistrate of any person in his custody, and such person shall demand to be taken before a magistrate, it shall be the duty of such member of the Force to have him taken before a magistrate for the purpose of being dealt with according to law.

Leave of Absence

162. Officers. Leave of absence may be granted to officers of the Force in accordance with General Regulations and Orders.

163. Non-commissioned officers and constables. (1) The Commissioner may grant leave of absence on full pay to any non-commissioned officer or constable under his command, when efficient distribution of duties so permits, as follows—

- (a) non-commissioned officers who are in receipt of annual salary of \$6,600 and above: thirty working days in respect of one year, twelve working days of which must be taken annually;
- (b) non-commissioned officers who are in receipt of annual salary of \$3,600 or more but less than \$6,600: twentyfour working days in respect of one year, twelve working days of which must be taken annually;
- (c) non-commissioned officers and constables who are in receipt of an annual salary of less than \$3,600: seventeen working days in respect of one year, twelve working days of which must be taken annually.

Non-commissioned officers and constables in paragraph (c) with more than seven years continuous service shall be regarded as being in paragraph (b) for leave purposes.

(2) In subregulation (1), the figures "\$6,600" and "\$3,600" refer to the commencement point in the salary scales as at 1st

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January, 1970, in respect of the posts to which they then applied and those figures shall be read as one with the successive upward adjustments in the salary scales referable to those posts.

(3) The requirement that twelve working days must be taken annually only applies after the 31st December 1988.

(4) In all instances prior to 31st December 1988, in which an officer was treated as having completed a period of service which would have qualified him for payment of gratuity and/or pension and/or retirement benefit and such officer would have actually completed his service (excluding pre-retirement vacation leave) prior to the 1st January 1990, such officer shall, notwithstanding any regulation to the contrary, be deemed to have in fact completed such qualifying service.

(5) A non-commissioned officer, whether an inspector, station sergeant, sergeant or corporal, as well as a constable who intends to retire from the Force is entitled to any prior leave not taken up during the past six years:

Provided that in no case shall a non-commissioned officer or constable be granted a total period of more than twelve months leave prior to his retirement.

164. Leave, when not granted. Leave of absence other than by virtue of a medical certificate, shall not be granted except under very special circumstances to any non-commissioned officer or constable who—

- (a) is under punishment;
- (b) is charged with an offence which has not been dealt with;
- (c) is required as prosecutor or witness in any case pending before any court of justice.

165. Extension. Extension of leave in cases other than sickness will rarely be granted.

166. Sick leave. (1) Non-commissioned officers and constables who are absent on account of illness may be allowed to draw full pay for a period not exceeding twentyeight days in any one calendar year:

Provided that the Governor-General may grant sick leave on full pay in addition to the said period of twentyeight days where, in the opinion of the Governor-General, any non-commissioned officer or constable is suffering from—

- (a) any injury sustained when in the execution of his duties; or
- (b) any illness caused by or directly attributable to the nature of his duties.

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(2) Sick leave granted under this regulation shall not affect vacation leave.

167. Overstaying leave. Any non-commissioned officer or constable who fails to return to duty at his station on the date on which his leave expires shall forfeit his pay for such day or days as he may overstay his leave in addition to any further punishment to which he may be liable. The Commissioner shall have power to remit the forfeiture if he is satisfied that the failure to return was due to circumstances beyond the control of the non-commissioned officer or constable.

168. Plain clothes to be worn on leave. All members of the Force either on vacation or pass leave shall wear plain clothes, unless they have special permission to wear uniform.

169. Liability to recall from leave. Members of the Force on leave of absence shall be subject to every regulation of the Force and liable to the consequences of any breach of discipline as if they were serving at their proper stations. They are liable to be recalled at any time and in the event of emergency they shall report for duty at the nearest police station.

170. Certificates. All non-commissioned officers and men proceeding on vacation or pass leave shall be provided with a certificate signed by the officer by whom the leave was granted on which shall be specified the period for which the leave is granted. Such certificates shall be produced when the holder is called upon to do so by any member of the Force superior in rank to himself. On his return from leave the holder of a certificate shall return it to the station orderly who shall check, sign and file it.

Miscellaneous

171. Corrections. No erasures shall be made in official books or documents but all mistakes must be crossed out and initialled.

172. Taking over records. When a non-commissioned officer or constable takes charge of a station, he shall examine the public property, books, orders and records of the station and report to the Deputy Commissioner in writing any deficiency therein. He shall be held accountable for any deficiency that may afterwards be discovered.

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173. Requisitions. Requisitions for books, forms, stationery and similar articles shall be forwarded to police headquarters quarterly. Special requisitions shall not be forwarded except in cases of absolute necessity.

174. Transmission of correspondence. Correspondence from non-commissioned officers and constables shall be transmitted through the non-commissioned officers in charge of stations who shall in turn submit it through an inspector or Sergeant Major as the case may be. No officer, non-commissioned officer or constable shall forward a letter to the Governor-General direct.

175. Telephones. The use of telephones at police stations shall be restricted to official business and the private business of the police personnel in the station. Telephones may also be used by members of Cabinet and the House of Assembly, and Government officers. In the case of sickness or other urgent necessity a constable may send a message over the telephone for a member of the public. All messages relayed from or received at a police station must be recorded in the telephone book provided at each station.

176. Delivery of messages. No constable shall be specially sent out to deliver a message unless it be from a Government department, or is one of great urgency. All other messages shall, as far as practicable be delivered by constables in the ordinary rounds of duty.

177. Books kept in stations. The following books shall be kept in a station—

- (a) The Station Diary;
- (b) The Crime Register;
- (c) The Charge Book;
- (d) The Statement Book;
- (e) The Telephone Message Book;
- (f) The Warrant Register and Court Fees Book;
- (g) The Prisoner's Property Book;
- (h) The Prisoner's Ration Book;
- (i) The Inspection Report Book;
- (j) The Official Visitors Book;
- (k) The Summons Register;
- (l) The Register of Stores Requisition and Defect Reports;
- (m) The Mongoose Register;
- (n) The Out-door Relief Register;

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- (o) The Sick Report Book;
- (p) The Boat Register;
- (q) The Inventory of Stores Register;
- (r) The Duty Roster Prisoners' Committal Register and Roll Call Register.

Enlistment

178. Physical standard. (1) Candidates for enlistment must satisfy the following standards of height and chest measurement unless specially enlisted by the Commissioner.

- (a) minimum height..... 5 feet 8 inches
- (b) minimum chest measurement..... 34 inches

(2) The height will be measured in bare feet and the chest measurement will be taken around the body in line with the nipples held in position while the candidate repeats the alphabet.

179. Testimonials. Candidates shall produce two testimonials from two responsible persons in the community.

180. Birth certificate to be produced. Every candidate for enlistment shall produce a copy of his birth certificate.

181. Educational qualifications. Every candidate for enlistment shall be able to read fluently and to write a legible hand. He is also required to have a sound knowledge of elementary arithmetic, and general knowledge of his island home.

182. Numbering of non-commissioned officers and men. Every member of the Force on enlistment shall be given a number which shall not be changed as long as he remains in the Force. Inspectors, the Sergeant Major and station sergeants shall be exempt from wearing numerals.

Sickness

183. Sick reports. (1) The names of all non-commissioned officers and constables in Kingstown who report sick shall be entered daily in a Sick Report Book by the officer in charge of the charge room. This book and the sick personnel shall be sent to the police medical officer each morning.

(2) Any non-commissioned officer or constable who reports after the morning sick parade will not normally be attended to before the parade the following morning unless it is an urgent case.

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184. Medical history sheet. The medical history sheet of all members of the Force shall be kept at police headquarters.

185. Medical attendance. All members of the Force shall be entitled to free medical and surgical attention in Saint Vincent and the Grenadines on the recommendation or certificate of a Government medical officer.

186. Free medicines and supplies. (1) All medicines and supplies prescribed by the appropriate district medical officer in the course of his treatment of members of the Force up to and including the rank of inspector shall be supplied from the dispensary at the Kingstown General Hospital or the district dispensaries free of charge. If these medicines or supplies are not available at the Kingstown General Hospital or dispensaries then they may be obtained from private chemist, but the cost will be borne by Government.

(2) The district medical officer shall pass for free supply only those medicines or articles which in his opinion are absolutely necessary for the treatment of the individual concerned.

187. Free admission to hospital. All members of the Force up to and including the rank of inspector shall be admitted to the public wards of the hospital free of charge: Provided that they may apply for entry into any other ward, but they will be required to pay the appropriate fees as specified by the hospital authorities.

188. Free dental treatment. All members of the Force up to and including the rank of inspector shall be provided with free dental treatment in respect of extractions. In the case of other dental treatment, fifty per cent of the costs will be borne by Government.

189. Free treatment to eyes. District medical officers shall recommend all members of the Force up to and including the rank of inspector suffering from eye disease to be sent to a Government eye specialist for treatment. Treatment shall be free of charge.

190. Free spectacles. All members of the Force up to and including the rank of inspector shall on the prescription of a Government eye specialist be supplied with spectacles free of charge, but in the event of their requiring frames of a more expensive type than those normally supplied by the optician under the Government contract they shall be required to pay the difference in cost.

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191. Monthly returns of sick personnel. (1) The non-commissioned officer in charge of a station shall forward to the Commissioner on the last day of each month, a return showing the names of men who have been sick during the month with the number of days each man has been confined to hospital.

(2) Men who report sick in stations other than police headquarters shall report to the medical officer of the particular district after his name has been entered in the station Sick Report Book.

192. Patients to conform to rules. Every patient sent to the Kingstown General Hospital or any district hospital shall strictly obey the instructions of the medical officer and hospital attendants, and shall conform to all the rules of the hospital.

Canteen and Recreation Room

193. Canteen and recreation room. The police canteen and recreation room shall be maintained for the use and benefit of members of the Force only. Members of Her Majesty's Forces, the Volunteer Fire Brigade and of the prison staff may however be invited by the Commissioner to use the police canteen and recreation room.

194. Management committee and quorum. (1) The committee of management of the canteen shall consist of the Commissioner, the Sergeant Major, and four other members representing the sergeants, corporals and constables selected by and from among the respective members of the aforesaid ranks.

(2) Four members shall form a quorum.

195. Canteen to be operated by contractors. The canteen shall be operated by a contractor appointed by the Commissioner and in accordance with the terms of an agreement to be entered into between the contractor and the Commissioner.

196. Sales from canteen. Sales from the canteen shall not be made to any person other than to members of the Force, members of Her Majesty's Forces, members of the Volunteer Fire Brigade, or members of the prison staff.

197. Hours of opening. (1) The recreation room shall be opened at 8.00 a.m. and closed at 10.30 p.m. each day.

(2) The canteen shall be open daily, including Sundays, for the sale of liquor and other articles, from 8.00 a.m. to 9.00 a.m., 11.00 a.m. to 1.00 p.m. and 4.30 p.m. to 10.30 p.m.

198. Visitors and guests. Male visitors or guests may be enter-

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tained in the recreation room by members of the Force who are off duty on any day from 9.00 a.m. to 10.30 p.m. and female visitors or guests from 9.00 a.m. to 6.00 p.m.

199. Loitering near recreation room. Visitors and other persons shall not be permitted to loiter in the vicinity of the recreation room. Non-commissioned officers and constables shall be responsible for visitors invited by them to the recreation room and will be held answerable to the Commissioner for any misconduct on their part.

200. Credit accounts. (1) Credit accounts of members of the Force and of members of the prison staff shall be settled in full at the end of each month.

(2) Credit may be allowed to members of the Force upon such conditions as the Commissioner shall from time to time determine.

(3) Credit accounts shall be close on the 27th of each month and all accounts shall be paid monthly by deductions made at the pay table. Credit accounts of non-commissioned officers and constables stationed at district police stations, who are paid by district revenue officers, shall be paid monthly before the seventh day of the month following that in respect of which the account is due.

201. Recreation funds. (1) The contractor shall pay to the Commissioner at the end of each month such percentage of the net monthly profits as shall be agreed upon under the terms of the agreement entered into between the Commissioner and the contractor.

(2) All monies so paid to the Commissioner shall be placed to the credit of a fund to be called the Police Recreation Room Fund. This fund shall be used by the Commissioner for the maintenance of the billiard table and the accessories thereto, for the provision and maintenance of other recreational facilities and for the purchase of books, periodicals and newspapers for the police recreation room.

202. Re-sale of purchases. No member of the Force or his wife or any member of his family shall retail or purchase on commission any article obtained at the canteen. Members of the Force shall be responsible for any violation of this regulation by their families.

203. Price lists. Price lists of the articles to be sold shall be posted up in a conspicuous place in the canteen. No article shall

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be sold at a higher price than the ordinary market value thereof.

204. Steward. The Commissioner shall appoint a member of the Force to be canteen and recreation steward, and may grant to the steward such remuneration as he may deem fit out of the canteen fund.

205. Duties. The steward shall be responsible for the safe keeping and preservation of all articles issued and used in the recreation room.

206. Damage and loss. The cost of articles, lost or damaged shall be defrayed, either from the Recreation Room Fund or by the person or persons responsible for such damage or loss, as the Commissioner may determine. The steward shall keep a record of damages committed by individuals for his own protection in order that the charges on account thereof may not be made against him.

207. Articles to remain in recreation room. (1) No article provided from the funds of the Recreation Room Fund for use in the recreation room, shall at any time be removed from the said room.

(2) No article provided in the canteen by the contractor for the use of members of the Force shall be removed from the recreation room except by the contractor or his servant.

208. Police on duty not to enter recreation room. Members of the Force shall not enter the recreation room while on duty, while undergoing punishment awarded by the Commissioner, or while under arrest, not shall the contractor sell any liquor or any other article to members of the Force in such circumstances.

209. Sale and consumption of liquor. (1) No liquor, other than that brought in by the contractor as part of his stock for sale in the canteen, shall be brought into, or consumed in, the recreation room.

(2) Liquor purchased at the canteen shall be consumed in the recreation room. The consumption of liquor in the police dining rooms is expressly forbidden:

Provided always that members of the Force and prison wardens may purchase bottled liquor from the canteen for consumption in their own homes and that any liquor so purchased is taken out of the police barracks immediately upon such liquor being delivered to the purchaser.

[Booklet 1]

210. Loans. The Commissioner may make loans to members of the Force from the profits of the canteen in cases of death or illness in the applicant's family and in cases of pecuniary embarrassment not caused by the applicant's own fault; but security shall be given in respect of all loans exceeding fifty dollars. Applications for loans shall be made in writing and submitted to the Commissioner.

Standing Orders, Good Conduct, etc.

211. Standing orders. (1) Standing, general and circular orders may be issued by the Commissioner.

(2) Such orders shall be promptly filed in all stations and non-commissioned officers in charge of stations shall bring the said orders to the notice of all men under their command.

212. Rank chevrons, etc. Non-commissioned officers shall be furnished with silver lace stripes for their serge and white jackets and white stripes for their khaki uniform. Each non-commissioned officer or constable entitled to a good conduct badge shall be furnished with the stripes, but good conduct badges shall not be worn by sergeants or higher ranking non-commissioned officers.

213. Full dress. Full dress shall be worn at all general parades, for attendance at the High Court, at guards of honour and such other times as may be ordered by the Commissioner.

214. Loss of good conduct badge. (1) For the commission of any serious offence the Commissioner may, with the sanction of the Governor-General, deprive any non-commissioned officer or constable of one or more badges and the pay attached thereto.

(2) Any non-commissioned officer or constable having forfeited his good conduct badges or badge may by very good conduct for a continuous period of six months subsequent to the date of such forfeiture have one badge restored to him, and the other badges (if any) at intervals of six months, provided his conduct has been very good during the intervals.

(3) Non-commissioned officers on being reduced to the ranks may not necessarily be deprived of good conduct badges but the expediency of inflicting the double penalty will be considered and the case referred to the Governor-General for his decision.

215. Service at private functions. (1) Non-commissioned offi-

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cers and constables may be assigned for duty on board ships, at dances, parties, public entertainments and other functions of a similar nature.

(2) Every application shall be made by giving to the Commissioner not less than seventytwo hours notice, stating the number of men required, the service desired and the time and place for the performance of the service.

(3) An applicant for the service of any number of non-commissioned officers or constables may be required to provide transportation for such officers and, failing to do so, the applicant shall be liable for any travelling expenses incurred by the non-commissioned officers and constables.

(4) Fees for the services of each non-commissioned officer and constable shall be paid by the applicant, in advance, at the following rates:

Daytime service for the first hour	Insp. \$9.00	S/Sgt. \$8.00	Sgt. \$8.00	Cpl. \$6.00	Cons. \$5.00
For each exceeding hour or part thereof	\$7.00	\$6.00	\$6.00	\$5.00	\$4.00
Night time service for the first hour	Insp. \$12.00	S/Sgt. \$10.00	Sgt. \$10.00	Cpl. \$8.00	Cons. \$6.00
For each succeeding hour or part thereof	\$10.00	\$8.00	\$8.00	\$6.00	\$5.00

Provided that the Commissioner may waive the whole or part of such fees where he is satisfied that their service is in respect of a function or entertainment sponsored by the Government or by a charitable institution or organisation for which there is no charge to the public.

one hundred
216. Police reports. A fee of ~~twenty~~ dollars shall be paid by members of the public for the issuance of police reports in respect of theft, motor vehicle accident, complaints, legal proceedings and other matters.

217. Certificate of character. A fee of ten dollars shall be paid by members of the public for the issuance of police certificates of character.

218. Police band. The services of the police band may be made available on payment of the following charges-

(a) ~~charitable functions~~ \$100.00

Amnd by SAE 2/1996

Amnd by SAE

[Booklet 1]

Amnd by SAE 2/1996

(b) ~~non-charitable functions~~ \$150.00

219. General penalty. Any non-commissioned officer or constable who is guilty of a breach of these Regulations is liable to a fine of two hundred and fifty dollars or to such other punishment prescribed by section 17(1) of the Act as the Commissioner may prescribe.

LAWS OF SAINT VINCENT AND THE GRENADINES

REVISED EDITION 1990

CHAPTER 280

POLICE WELFARE ASSOCIATION RULES

Booklet 2

S.R.O. 22 of 1952
amended by
S.R.O. 91 of 1952
*S.R.O. 54 of 1969
*S.R.O. 38 of 1980

[Booklet 2]

Numbering of rules

<i>Original number</i>	<i>Comment</i>	<i>Present number</i>
1	—	1
2	a 91/52, amal r.3	2
3	amal r.2	—
4	—	3
5	r/r 91/52	4
6	a 91/52	5
7	—	6
8	a 91/52	7
9 - 11	—	8 - 10

[Booklet 2]

POLICE WELFARE ASSOCIATION RULES

Arrangement of rules

1. Citation.
2. Constitution of Police Welfare Association.
3. Branch boards.
4. Composition of branch boards.
5. Central Committee.
6. Functions of branch boards and Central Committee.
7. Procedure at branch board elections.
8. Vacancies.
9. Mode of making representation.
10. Facilities for meeting.

Commencement: 1st April 1952

1. Citation. These Rules may be cited as the Police Welfare Association Rules.

2. Constitution of Police Welfare Association. The Police Welfare Association (hereinafter referred to as "the Association") shall consist of all members of the Force below the rank of Assistant Superintendent and shall act through branch boards and a central committee.

3. Branch boards. (1) There shall be three branch boards in the Force, one for constables, to be known as the Junior Branch Board, one for the corporals, to be known as the Intermediate Branch Board, and one for the inspectors, station sergeants and sergeants, to be known as the Senior Branch Board.

(2) The members of a branch board shall be elected as soon as practicable after the passing of these Rules and thereafter in the month of January in each year and shall hold office until the branch board for the succeeding year has been duly constituted.

(3) The members of each branch board shall, by ballot, choose from among their number a chairman and a secretary.

(4) The chairman shall preside at all meetings of a board and shall have a casting vote in the event of an equal division of votes on any question.

(5) In the absence of the chairman or the secretary from any meeting of a board, the board shall have power to appoint one of its members to be chairman or secretary as the case may

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require, and the person or persons so appointed shall have and exercise all the powers of a chairman or of a secretary, as the case may be, for the purposes of that meeting.

(6) Each branch board shall hold its first meeting (hereinafter called the annual meeting) not later than in the month of February, and thereafter meetings may be held quarterly, provided that emergency meetings may be held at the request of not less than two thirds of the members of the branch board, and provided that individual policemen have received the consent of the Commissioner to attend such meetings.

(7) The quorum of a branch board meeting shall be two for the Senior Branch Board and three for the Intermediate and Junior Branch Boards.

4. Composition of branch boards. Branch boards shall be constituted as follows—

- (a) Junior Branch Board—five members who shall be elected from and represent the junior branch;
- (b) Intermediate Branch Board—four members who shall be elected from and represent the intermediate branch;
- (c) Senior Branch Board—three members who shall be elected from and represent the senior branch.

5. Central Committee. (1) There shall be constituted a Central Committee (hereinafter referred to as “the Committee”) consisting of three members who shall be elected by ballot at the annual general meeting. One member shall be elected from each branch board.

(2) The Committee shall choose from among its members a chairman who shall preside at all meetings of the Committee.

(3) The Committee shall, at its first annual meeting, appoint a member of the Association (not being a member of the Committee) to be secretary for the purpose of attending at and taking minutes of its meetings, but he shall not have the right to vote at any meeting of the Committee.

(4) The Committee may at any time require any person appointed as secretary to relinquish his appointment and may appoint another person in his stead.

(5) The Committee shall hold at least one meeting in each year. Meetings of the Committee may be held at headquarters or elsewhere and, subject to the approval of the Commissioner, as often as circumstances require.

(6) Members of the Committee shall hold office until the Committee for the succeeding year has been duly constituted.

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6. Functions of branch boards and Committee. (1) It shall be the duty of a branch board to consider and make representations with regard to all matters affecting the general welfare and efficiency of the members of the particular branch.

(2) It shall be the duty of the Committee to consider and make representation with regard to all matters affecting the general welfare and efficiency of the Force as a whole.

(3) With the exception of questions relating to discipline or promotion, representations may be made by a branch board or the Committee on all matters where a question of principle is involved.

7. Procedure at branch board elections. (1) Every member of branch board shall be elected by nomination and, whenever there is more than one nomination, by ballot.

(2) Nominations shall be made as early as practicable after the passing of these Rules and thereafter in the month of January in each year on such date as may be prescribed in Force Orders.

(3) Any member of a branch may, by putting forward his name in writing, offer himself for nomination as a candidate for election, but such nomination shall not be accepted unless it is signed by at least one member of the same branch in support thereof.

(4) In each branch every member shall have the right to vote at the election of members of the board.

(5) Every such election shall be by secret ballot under the supervision of an officer of the Force.

(6) At any election under these Rules a voter may give one vote only for a candidate.

(7) The counting of votes shall be done in the presence of representatives of all branches and in the event of a tie another ballot or ballots shall be taken until a decisive result is obtained.

(8) The result of each election shall be published in Force Orders.

8. Vacancies. (1) On any vacancy occurring in a branch board or the Committee during any year, another member shall be elected as herein provided to fill the vacancy so occurring.

(2) Vacancies in a branch board or the Committee shall be filled within two weeks of the occurrence of the same.

9. Mode of making representation. (1) Representations may be made by resolution or petition in writing submitted by the secretary to the Commissioner or the Governor-General through the proper channels.

[Booklet 2]

(2) Representations of the Committee and replies thereto shall be published in Force Orders.

10. Facilities for meeting. Every opportunity and facility shall be given to members of the Force to attend meetings of the Association and every attendance at a meeting shall, as regards allowances and expenses, be deemed to be an occasion of police duty.

[Booklet 3]

LAWS OF SAINT VINCENT AND THE GRENADINES

REVISED EDITION 1990

CHAPTER 280

**POLICE (SUBSISTENCE AND LODGING ALLOWANCE)
REGULATIONS**

Booklet 3

S.R.O. 26 of 1983

[Booklet 3]

Numbering of regulations

<i>Original number</i>	<i>Comment</i>	<i>Present number</i>
1 - 3	—	1 - 3

[Booklet 3]

POLICE (SUBSISTENCE AND LODGING ALLOWANCE)
REGULATIONS

Arrangement of regulations

1. Citation.
2. Subsistence and lodging allowance.
3. Advance.

Commencement: 30th August 1983

1. Citation. These Regulations may be cited as the Police (Subsistence and Lodging Allowance) Regulations.

2. Subsistence and lodging allowance. A member of the Force of or below the rank of inspector who, in the performance of his duty, is absent from the section of the police district to which he is posted and is not provided with food and lodging while so absent shall be entitled to reimbursement of out of pocket expenses necessarily incurred in accordance with the following scales—

	Subsistence Allowance				
	Inspr.	S/Sgt.	Sgt.	Cpl.	Const.
5 hours and not exceeding 8 hours	\$10.00	\$8.00	\$8.00	\$6.00	\$5.00
Over 8 hours and not exceeding 12 hours	\$12.00	\$10.00	\$10.00	\$8.00	\$6.00
Over 12 hours and not exceeding 24 hours	\$15.00	\$12.00	\$12.00	\$10.00	\$8.00

Subsistence allowance will be granted up to fourteen days only, except by direction of the Commissioner and where actual hardship is caused by the imposition of the fourteen day rule.

	Lodging Allowance				
	Inspr.	S/Sgt.	Sgt.	Cpl.	Const.
Lodging per night	\$12.00	\$10.00	\$10.00	\$8.00	\$8.00

[Booklet 3]

Subsistence and Lodging Allowance when on duty in
another country

Any member of the Force of or below the rank of inspector travelling on duty in another country shall be paid, over and above his travelling expenses, his actual hotel and boarding expenses together with an allowance as set out hereunder:

	Inspr.	S/Sgt.	Sgt.	Cpl.	Const.
Subsistence allowance per day	\$25.00	\$20.00	\$20.00	\$15.00	\$15.00

These rates will be paid in the currency of the country to which the officer travels:

Provided that for duty in the United Kingdom, Europe, the United States of America and its dependencies (including Puerto Rico) and Central and South America, the rates shall be paid in United States currency.

3. Advances. So far as is practicable, a member of the Force of or below the rank of inspector who is required to go on duty outside Saint Vincent and the Grenadines may be given an advance to cover his probable expenses while absent.