89. Any defect in quality noticed by the Medical Officer or Medical Subordinate shall at once be brought to the notice of the Superintendent.

90. Each Jail will have a canteen and all prisoners including detenus and undertrial, are allowed to purchase out of their earning or private cash, tea, tobacco, bidies, eatables, soap, toilet, etc.

91. The prisoners private property and clothing store should be in charge of an Assistant Jailor or if none is available for this duty his next Junior. He will attend all auction sales of clothing and be responsible for the amounts received and see that fair price is obtained for the clothing’s value.

It is strictly forbidden to buy directly or indirectly any prisoner’s property at such auction sales by the Jail staff.

92. During the hot season, in districts where the heat is very great, a mid-day rest of two hours may be allowed to all prisoners. A mid-day rest of two hours should also be allowed, at all seasons of the year, to weakly or infirm Prisoners from whom labour is exacted.

93. The employment of prisoners by the Officers and staff of Prisoners for private work at their residences and in gardens attached to their houses is strictly prohibited.

94. The Officer in charge of the guard shall see that all standing orders regarding the duties of
the guard are dully observed, and shall satisfy himself, as soon as the guard is mounted that all such orders are known to the man and understood by them.

95. The fire arms of the guard shall remain in the guard room when not in use.

96. No Officer or man on guard duty shall on account take off his clothing or accoutrements. This rule does not apply to occasions when an Officer or man is taking his meals, nor does it prohibit him from taking off his cap or belt when lying down to rest during the day and night.

97. The Officer in charge of the guard shall on no account quit his guard except to obey a call of nature and before quitting the guard he shall place the next senior Officer in charge. He shall also prevent any man from quitting the guard without leave, which shall be sparingly granted, and only for special purposes and for the shortest possible period.

98. Men, on guard duty, who may be unable to arrange for having their food brought to them, shall be allowed two hour leave for the purpose of taking their meal between the hours of 8 a. m. and 2 p.m. This privilege shall not be granted to more than one third of the men on guard at the same time.

99. The guard shall resist by force all attempts made to break into or out of any part of the
Prison, and shall aid in the suppression of all violence or opposition to authority on the part of the prisoners.

100. The guard shall not take any part in the daily discipline of the Prison or assist in searching the prisoners or in counting them. It is to be kept as much as possible from being brought into close contact with the prisoners.

101. The Officer or men of the guard shall not hold any communication with a prisoner either by words or by signs, they are strictly prohibited from bringing anything of whatever description from the outside of the Prison to any prisoner and from receiving anything from a prisoner to be conveyed outside the Prison.

102. In the event of any attempt to break out of the Jail or Prison or any other disturbance occurring, the guard shall immediately fall in, load and act in accordance with the rules framed under Goa, Daman and Diu Prisons (Discipline) Rules, 1968 and the Officer of the guard shall at once do his best to communicate with the Jailor and his own superior Officer. If however the Prisoners should assault the Prison officer, or attempt to break out of any particular ward or yard, and the Officer of the Guard should consider that it would be dangerous to delay until arrival of the superior Prison Officials, that Officer shall rescue the Prison Officers and prevent the Prisoners from breaking out. The Officer shall give notice to the prisoners in a loud
tone of voice, that if they do not immediately surrender, they will be fired upon. This warning shall (if circumstances admit of delay) be repeated twice, and if there appears no other means of quelling the disturbance, the officer shall direct his men to open fire upon the refractory prisoners but he shall be careful to cease firing as soon as the prisoners flee or surrender. On the arrival of the Superintendent of the Prison, or superior officer, of Police, the guard shall act under their orders. In this connection attention is invited to the following rules regarding the use of arms against any prisoner or a body of prisoners, in the case of an outbreak or attempt to escape:

(1) Any Officer of the Prison may use a sword, bayonet, firearm or any other weapon against any prisoner escaping or attempting to escape provided that resort shall not be had to the use of any such weapon, unless such officer has reasonable ground to believe that he cannot otherwise prevent the escape.

(2) Any Officer of the Prison may use a sword, bayonet firearm or any other weapon on any prisoner engaged in any combined outbreak or in any attempt to force or break open the outer gate or enclosure wall of the Prison, and may continue to use such weapon so long as such combined outbreak or attempt is being actually prosecuted.

(3) Any Officer of the Prison may use a sword, bayonet firearm or any other weapon against
any prisoner using violence to any Officer of the Prison or other person provided that such Officer has reasonable ground to believe that the Officer of the Prison or other person is in danger to life or limb or that other grievous hurt is likely to be caused to him.

(4) Before using firearms against a prisoner under the authority conveyed in Rule (1) of this part, the Officer of the Prison shall give a warning to the Prisoner that he is about to fire on him.

(5) No Officer of the Prison, shall, in the presence of his superior Officer, use arms of any sort against a prisoner in the case of an outbreak or attempt to escape except under the order of such superior Officer.

103. The Guard shall present arms to the Lt. Governor, Chief Minister, Ministers, Inspector General of Prisons, to the Superintendent of the Prison, the Inspector General of Police, the District Magistrate, the Judicial Commissioner the Additional Judicial Commissioner, the Session or Additional Sessions Judge, the Assistant Sessions Judge the Magistrate in charge of the Sub-Division, the Superintendent of Police, the Medical Officer of the Prison and such other Officers as may be entitled to that compliment when visiting the Prison.

104. The Prison Guard shall be changed every 24 hours when sufficient men are available. The sentries shall be relieved in the presence of the
Officer of the guard every two hours. The latter shall be most particular in observing that the sentry relieved passes the orders of his post to his relief.

105. (1) When the guard is detailed each man comprising the guard shall carry in his pouch a packet containing 10 rounds of ball ammunition. Ten loose ball cartridges shall be carried by the man who is actually on sentry duty, his pouch being kept open. These 10 loose cartridges shall be handed over to the relieving sentry, who shall exchange for them his closed packet of cartridges. Thus every man on guard will have ten rounds of ammunition, the sentry alone having loose ammunition.

(2) When the guard is relieved all the ammunition shall be handed over to the relieving guard. The Head Guard or Senior NCO, in command shall be responsible for the correct handing over of his ammunition.

(3) The men on Prison guard duty shall not carry their fire arms loaded, but shall carry a closed packet containing 10 rounds of ball ammunition in their pouches. The sentry on duty shall wear his pouch open in front for quick loading and shall carry his 10 rounds loose.

106. (1) The sentry shall on no account quit his post without being regularly relieved; should he find himself incapacitated by illness or other cause from performing his duty, he shall call the
Officer of the guard who shall if necessary, relieve him.

(2) The sentry shall hold no communication whatever with any prisoner in the cell, but shall apprise any member of the Prison establishment present, in the event of any prisoner making a signal from the cell, that he requires to see a member of the establishment.

(3) Should any prisoner attempt to escape, the sentry shall at once raise the alarm and acquaint the Officer of the guard. He shall at the same time take all steps to prevent the prisoner's escape.

107. Sentries shall enforce firmly the orders given to them without any distinction of persons. It is the duty of the sentry to protect as far as may be in his power, the stores and property belonging to Government although not actually delivered to his charge.

108. The Officer in charge of the guard shall make the round of the sentries twice during the night, and send a junior officer to visit each sentry between reliefs. He shall send an officer twice also at separate intervals during the night round the posts.

109. The Officer in charge of the guard shall make his reports to, and receive his instructions from the Superintendent of the Prison.

110. Every prisoner in a cell, shall, both day and night, have the means of communicating
with the Guard on duty. The guard shall keep the keys of the cells during the day and night.

111. Every prisoner before being placed in a cell shall be very carefully searched, and all implements and appliances, likely to facilitate escape or suicide, shall be taken away and every cell and every prisoner therein shall be carefully searched daily at lock-up time and oftener, if necessary.

112. In case of sickness in a cell, immediate notice shall be given by the guard to the senior officer on duty, who will send for the Medical Subordinate to attend to the prisoner and to remove the latter to the Hospital, if necessary.

113. Under no circumstances whatever shall only two male prisoners be confined in one cell.

114. The inmate of a cell shall at all times be compelled to keep it scrupulously clean.

115. The bedding of prisoners in cells except that of prisoners under observations for sickness or insanity, shall be withdrawn from the cell during the day.

116. In every prison a particular place shall be fixed where the guard will assemble for the purpose of quelling any disturbance which may occur.

117. Upon the news of an outbreak or disturbance amongst the prisoners being received, the
bell at the main gate shall be violently rung, and it shall then be the duty of every prison official who is outside the prison to proceed at once to the appointed place or places and arm himself under the orders of the senior official present. This officer will despatch a messenger to the Superintendent and Jailor, if they are absent, and to the lines to summon every available man.

118. The Guard will at the same time load and fix bayonets, but will not act until the arrival of the Superintendent or Jailor of the Prison, unless to rescue or to save the life of any of the prison officials against whom the prisoners are actually committing violence, or to drive back the prisoners in the event of their attempting to force the gate or scale the walls.

119. If, however, the prisoners should actually assault prison officers or attempt to break out of any particular ward or yard, and the officer should consider that it would be dangerous to delay until the arrival of the Prison Officials, that officer will detach a party to the spot with orders to rescue the officer and prevent the prisoners from breaking out. The officer, on arriving at the scene of disturbance, shall give notice to prisoners, in a loud tone of voice, that, if they do not immediately surrender they will be fired upon. This warning shall if circumstances admit of delay be repeated twice, and if there appears no other means of quelling the disturbance, the officer will direct his men to
open fire upon the refractory prisoners, which will be careful to stop the moment they flee or surrender. On the arrival of the Superintendent of the Prison, a superior Military Officer, or the Superintendent of Police, the guard will act under their orders.

120. It shall be the duty of every convict, immediately upon the alarm, being given, to run at once to previously selected places, of security usually the nearest barrack, where they shall, as far as possible, be locked in by the guards inside the prison. Prisoners should be warned that neglect of this rule will render them liable to be treated as participating in the outbreak and fired on.

121. Prisoners who are outside the prison when the alarm is sounded shall be at once collected and halted under guard of their escort until the disturbance is over, and they should be made to sit down close together.

122. Any Officer of the Prison may use a sword, bayonet, firearm, or any other weapon on any prisoner engaged in any combined outbreak or in any attempt to force or break open the outer gate or enclosure wall of the prison, and may continue to use such weapon so long as such combined outbreak or attempt is being actually prosecuted.

123. Any Officer of the Prison may use a sword, bayoned, fire-arm, or any other weapon
against any prisoner using violence to any officer of the prison or other person, provided that such officer has reasonable ground to believe that the officer of the prison or other person is in danger of life or limb, or that grievous hurt is likely to be caused to him.

124. No Office of the prison shall, in the presence of his superior officer, use arms of any sort against a prisoner in the case of an unbreak or attempt to escape except under the orders of such superior officer.

125. Jail authorities should not attempt to disperse a mob outside the premises of their Jail unless Jail itself is threatened.

Police aid should be invoked either by phone or other means as speedily as possible.

126. Every prisoner is under the charge of a particular prison subordinate who is responsible for his safe custody. The prison subordinates should fully understand that they are subject to imprisonment for allowing a convict to escape through their neglect.

127. Escapes through the neglect or connivance of prison guards, prison subordinates or convict officer are not as regards these three classes to be treated as ordinary breaches of prison discipline, but are to be dealt with in accordance with the provisions of the Indian Penal Code, unless very extenuating circumstances are pre-
sent, or unless the Superintendent considers the evidence insufficient to procure a conviction when the case shall be submitted to the Inspector General of Prisons for orders.

128. When an escape takes place from an extra-mural gang, the officer in charge shall collect the rest of the gang, detach one of his escort, if any is available, to follow the escaped convict, and march the gang back to the prison, where he shall report the escape to the Jailor.

129. All articles which can be used by prisoners as dangerous weapons, or to aid them to escaping, shall be carefully watched while in use during the day, and counted and safely disposed of during the night.

130. Prisoners employed on extra-mural works, shall not be allowed to leave the gang on any pretext. On such works arrangements shall be made so that all their legitimate requirements shall be provided for under the eye of the guard in immediate charge.

131. Any Officer of the prison may, in the absence of his superior officer, or under the orders of such officer, use a sword, bayonet, firearm or any other weapon against any prisoner escaping or attempting to escape: Provided that resort shall not be had to the use of any such weapon unless such officer has reasonable ground to believe that he cannot otherwise prevent the escape. Before using firearms against a prisoner,
under the authority conveyed in the rule, the officer of the prison shall give a warning to the prisoner that he is about to fire on him.

132. Prisoners with apparently suicidal tendencies shall be carefully watched and not left alone in a cell.

133. Knives and tools used in the prison shall be counted over and locked up by the Jail guards at the close of work. The wells, if any in a prison shall, as far as practicable, be protected so as to prevent prisoners falling or throwing themselves in. Care shall be taken that pieces of glass or anything likely to be used for suicidal purposes are not left about in the prison. Poisonous drugs shall on no account be unnecessarily left within the reach of prisoners.

134. Every precaution shall be taken against fire, when the prison is being locked up, all fires not actually in use or under supervision shall be extinguished. In extra-mural camps as large a supply as possible of buckets and vessels full of water shall be collected at a suitable spot in the camp. If the camp is composed of huts, a supply of fire hooks shall always be at hand with which to level those huts nearest the conflagration; or if of tents, the prisoners shall be taught to strike or pull down these tents at short notice. The measures to be taken in case of fire, such as sounding an alarm, the removal of the belt chain the vacating of the huts or tents, etc. should be concerted and not less than
once a quarter (the date of rehearsal to be entered in Register No. 12) all the staff and prisoners shall be instructed and drilled in them.

135. All officers and their families residing in Prison quarters must be vaccinated.

136. Cells or wards which have been occupied by lepers shall be lime washed and thoroughly cleaned before any other prisoners are confined in them. The Prison clothing used by released leper shall either be disinfected or destroyed, as may be recommended by the Medical Officer.

137. The locking up Register No. 10 which should be seen constantly by the Superintendent and the Medical Officer, shows the number of prisoners fined each night in the wards.

138. The Superintendent, the Medical Officer, the Jailor, and all subordinates are responsible that proper attention is paid to conservancy.

139. The latrines and urinals shall be cleaned out morning and evening and also, if necessary, in the middle of the day.

140. Receptacles one-fourth full of water in which prisoners may urinate shall be placed in every night latrine and every cell before lock-up each evening. The use of these vessels for defaecation should be strongly discouraged. They must never be placed inside a barrack but always in the night latrine. Those in cells should be provided with close fitting lids.
141. All foecal matter, refuse of the kitchen and sweepings of the prison should be buried in shallow trenches in the prison garden.

142. If practicable, all convicts on extra-mural work should obtain their supply of drinking water, during working hours, from the same source as the other prisoners.

143. The wards shall be thoroughly swept and cleaned daily.

144. The walls and ceilings of the wards shall be scraped and white washed once a year and the Hospital twice, or oftener if necessary. The date of the whitewashing shall be shown in distinct figures on the wall of the barrack opposite the entrance door.

1b5. The prison area and surrounding ground shall be kept clean and free from all jungle grass and weeds. The area and surrounding ground shall also be thoroughly drained, by either shallow or sub-soil drains, to ensure the dryness of the prison area and to prevent the accumulation of water near the prison. Open drains should if possible be used.

146. Grass should be grown and trees planted and kept neatly trimmed, in or near the prison where practicable.

147. No kitchen refuse shall be permitted to be thrown promiscuously on the grounds nor
rubbish of any kind to accumulate in or near the prison.

148. Earth shall not be dug for bricks or other purposes unduly close to the prison and all low hollow ground and specially stagnant pools, shall be carefully filled up.

149. No public privies, dye works, sewage drains or other Public nuisances should, if possible, be allowed near the Prison.

150. In prisons where the convicts work with their legs in a pit, when employed on weaving etc. care shall be taken that such pits are damp-proof.

151. Every prison garden shall be surrounded by a thick hedge or high wall, sufficient to prevent prisoners seenig persons outside the gardens or being seen by them.

152. At Jails where there are no Agricultural Graduates, the charge of the garden, shall be committed to a Jail guard who thoroughly understand gardening and who should, if possible be specially recruited for the purpose.

153. The garden shall be kept neat and clean free from weeds and undergrowth, and having every available portion under profitable cultivation. Special attention should be given to the selection for growth in the garden of vegetables of possessing anti-scorbutic qualities.
154. Surplus vegetables after meeting the needs of prisoners and staff should be sold to the public at current bazaar rates. A discount of certain percentage to be sanctioned by the Government of this price may be given to shopkeepers who buy large quantities to sell.

155. If surplus firewood grown in prison land is available after providing for current requirements for jail purposes and storing sufficient to guard against any anticipated shortage in the future it may be sold to members of the Jail staff or the public at current bazaar rates. No firewood which has been purchased for Jail use may, however be sold under any circumstances whatever to the Jail staff or anyone else.

SECTION V

General knowledge of the new prison way and outlook with special reference to the Jail Guards behaviour towards and treatment of prisoners

Every Jail Guard must understand the basic principle that crime is but a sign of a diseased mind, that criminals are to be admitted into the Jails as patients with diseased minds, that the object of imprisonment is not retribution but humane treatment and training that will enable the prisoner to overcome his bad habits and be equipped to go out and rehabilitate himself after
release. Every action of the members of the guarding staff must be influenced by this basic idea. He must not consider himself to be somebody superior to the prisoners equipped with authority and means of subjecting prisoners to humiliation and tyranny with the object of making them obey. He must never use force except in extreme necessity for self defence. Discipline must, of course, be maintained, but this does not normally need the use of force or harsh words and rough treatment. Several facilities are given to prisoners with the object of keeping up their spirit and not with the object of pampering them. All Jail Guards should, therefore, see that no prisoner misuses these facilities and enjoys them in contravention of the Jail Rules. It is obvious that the Jail staff must itself be free from any malpractice of any kind. They must show no favour or disfavour to any prisoner either in order to make a personal gain or to keep quiet an unruly and unscrupulous prisoner. It is their duty to bring to the notice of their superior any instance of misbehaviour on the part of any prisoner or any other member of the Jail staff.

Instructions for the prevention of Cholera

The following are the sources from which infection of cholera is carried:

(a) The poison of Cholera is a very minute living organism, so minute that many lakhs of them could be placed on a silver-
two-anna piece. The living organism multiplies in the body of a person suffering from cholera, and leaves the body in the vomit and dejecta. The vomit and dejecta are, therefore, full of the poison of cholera, it is by them that the infection is carried from person to person.

(b) a person can only be attacked by cholera, if he swallows in his food and drink some living cholera organisms.

(c) food, including milk, is contaminated by flies setting on it, or by the soiled hands of those who prepare it for use or otherwise handle it.

(d) water in a river or tank is usually infected by the washing of soiled clothes in it or by persons with soiled hands or feet washing in it, or entering with cattle.

Water in a well is usually infected by soiled vessels being dipped in it; by washing clothes in the neighbourhood, so that some of the soiled water can trickle back into the well.

2. Cholera organisms are delicate and are killed by heat or by certain disinfectants, such as permanganate of potash and chlorogen. Hence during a cholera epidemic people who drink water or milk which has been boiled and eat only freshly cooked food while it is still hot will not get cholera. If food is allowed to get cold before
eating, it may be reinfeeted by flies setting on it. Flies sit on dejecta and vomit and so carry filth directly to food.

3. The digestive juice of the stomach in its healthy state is slightly acid and destroys the germs of cholera; but the eating of too much fruit, or of any under-ripe or over-ripe fruit may destroy this natural power of resisting cholera. Hence during a cholera epidemic, do not eat fruit of any kind, and avoid sherbets.

4. The following precautions should be taken to protect oneself from cholera:—

(a) never drink any water which has not been boiled;
(b) store boiled water in vessels which are cleaned every day by rinsing them with boiling water. Keep the vessels carefully covered.
(c) allow no one to dip sups in the vessels for storing water. If cups are used for drinking they should be filled by pouring water from the storage vessels.
(d) never drink unboiled milk.
(e) do not lower your power of resisting infection by eating fruit or drinking sherbets.
(f) eat only freshly cooked hot food. Do not eat sweets and dried fruits bought in the bazaar, which may have been infected by
flies. Everyone must have seen the swarms of flies on sweets and other articles of food exposed for sale in shops.

(g) never eat uncooked vegetables.

(h) wash your hands carefully before eating.

(i) do not enter, if possible, a house in which there is a case of cholera.

R. L. SEGEL

Panaji, Inspector General of Prisons,
dated 1-7-1969 Goa, Daman & Diu

[Signature]

[Apart from the English text, there is a sign in another language.]

Superintendent Sub-Jail, Daman.