

**Selected Relevant Excerpts
from the
1908 Rules & Regulations
of the PDNYC
to Accompany
the Article Entitled
“What’s the Deal with: The
Present Rank Structure
of the NYPD &
“The Slaughter of 1907”
by
Pascal Storino, Jr.
February 21, 2018**



The History of Policing in New York City

www.NYPDHistory.com

“Where History is Colored with Facts, Not Photoshop”



NYPDHistory

RULE 37

CHIEF INSPECTOR

1. Is detailed by the Police Commissioner from the list of Police Inspectors authorized by law.
2. Reports directly to the Second Deputy Police Commissioner and will exercise a supervision over the routine work of the office of the Police Commissioner, and perform such specific duties as may, from time to time, be assigned by the Police Commissioner.
3. He is the ranking Police Officer of the entire uniformed and detective forces and will be obeyed and respected accordingly.
4. He will receive the daily morning reports of the Inspectors and all special reports forwarded through the Inspectors' offices to the Police Commissioner.
5. Will call the attention of the Police Commissioner to all matters within his knowledge which require the action of his superior and will conduct all the routine correspondence of the office.
6. Is empowered and directed to take complaints, give such information as may be desired upon Police questions, and to act otherwise as he may be directed by the Police Commissioner.
7. Is empowered to excuse from duty a Borough Inspector, on proper grounds shown, for a period not longer than 18 hours in any one week. Is empowered to excuse any District Inspector on application approved by his Borough Inspector; or any Captain or Acting Captain from duty on application approved by his District Inspector and Borough Inspector, for a period not exceeding 18 hours in any two weeks.
8. Will have direct supervision of the Police Headquarters Squad, and be responsible for the condition of the Police Headquarters building, and have immediate command of the entire Force whether uniformed or otherwise in that building.
9. Will approve general alarms to be transmitted by telephone.
10. Is especially charged with the compilation of the daily consolidated morning reports of the Force; and particularly with that of the 10-day consolidated reports of the Force.

REPORTS

BY CHIEF INSPECTOR

Annual:

Statistics of arrests and convictions during the year, to Police Commissioner.
Number and disposition of lost children, to Police Commissioner.

Quarterly:

Statistics of arrests and convictions during the quarter, to Police Commissioner.
Number and disposition of lost children, to Police Commissioner.
Consolidated felony report, to Police Commissioner.

Daily:

Consolidated morning report, on blank, to Police Commissioner.

RULE 38

BOROUGH INSPECTORS

1. Borough Inspectors will perform the duties of Inspectors over all the uniformed Force within the limits of their respective boroughs.

2. The Borough Inspector of the Boroughs of Brooklyn and Queens will have direct supervision of the Headquarters Squad, and be responsible for the condition of the Brooklyn Headquarters building, subject to the orders of the First Deputy Police Commissioner and have immediate command of the entire Force stationed in that building, uniformed or otherwise.

3. Each Borough Inspector shall keep at his office books of record such as are required in the business of his office, including:

A record of orders issued from his office;

A record of current and incidental expenses of his own office.

4. The Inspector in Command of the Boroughs of Brooklyn and Queens, shall keep the following additional records:

A Robbery Record—File copy of Blank No. 38 in each case;

A record of suspicious places, and the names of the keepers thereof, in the Boroughs of Brooklyn and Queens;

A record of alleged houses of prostitution, assignation houses, gambling houses, and disorderly or disreputable houses of every kind in the Boroughs of Brooklyn and Queens, with the names of the owners and keepers thereof.

5. All communications from and orders by the Police Commissioner, and particularly all complaints of citizens referred by the Police Commissioner for report or other action, shall receive the prompt personal attention and action of the Inspectors in their respective boroughs.

6. Borough Inspectors, in their respective boroughs, shall supervise the work of Commanding Officers of Districts, Precincts and Squads.

RULE 39

INSPECTORS OF DISTRICTS

(See also Rules—"Responsibility of Command" and "Captains")

1. Each Inspector will be held responsible for the preservation of the peace and prevention and detection of crime within his Inspection District; and for the enforcement of all laws and ordinances; and of all orders, rules and regulations of the Police Department; and for the proper performance of Police duty by every one under his command, and the rigid maintenance of Police discipline in his District; also that all reports required are made and transmitted promptly and that they are accurate and complete.

2. He shall take all lawful means to prevent crime, detect and arrest offenders, protect the rights of persons and property, guard the public health, preserve peace and good order at every public and primary election, remove nuisances from the streets and public places, and enforce all laws, ordinances and regulations relating to Police, Health and Criminal Procedure.

3. Each Inspector shall make such frequent inspections of the members of the Police Force on duty in his District as will enable him to inform himself thoroughly as to the manner in which Police duty in his District is performed, and in cases of dereliction of duty will promptly prefer charges against the member or members of the Force at fault.

4. The Inspector of the District in which it is located shall examine, at least once in each week, the "House of Detention for Witnesses," in respect to the condition of said house, its security, cleanliness, the comfort of the inmates and the quantity and quality of their provisions; and will make report thereof to the Police Commissioner, with such suggestions as may be necessary. He will be held responsible for any escapes of witnesses.

5. Each Inspector of a District is charged with the duty of seeing that the Precinct Station-house books and records are kept in conformity to the rules and regulations of the Police Department.

6. Each District Inspector shall keep at his office books and records such as are required in the business of his office, and as the Police Commissioner shall direct.

7. Each Inspector will be provided by detail by the Police Commissioner with a certain number of men to work in plain clothes. These men will be distributed by the Inspector, as needed, to the various Precincts in his District or to work under his immediate orders. All such plain clothes men remain subject to orders from the Inspector who will

be held responsible for their diligence and effectiveness.

8. Each District Inspector shall report *monthly* in writing to the Police Commissioner on the general condition of his District as regards criminal and legal conditions, and shall also forward therewith the names of the plain-clothes men attached to his office, showing to what precinct or special duties they have been assigned and what actual results have been obtained by them.

9. Each District Inspector shall at least once a month during the day and at least once a month during the night, at unknown hours, visit and inspect all portions of his District and the Station-houses and other Police Department buildings contained therein; and report thereon *monthly*.

10. Each District Inspector will report *quarterly* in writing to the Police Commissioner on the condition of all separate places of amusement within his District, giving name of owner and manager, location, character of entertainment, whether licensed or not, and date of expiration of license. He will also in this connection report violations of the law occurring at any such places of amusement and what steps have been taken to prevent such violation.

11. He shall *quarterly*, and as often as may be necessary, inspect thoroughly the physical condition of each Station-house and of every other building of the Police Department in his District, and submit quarterly reports thereon to the Police Commissioner, with such suggestions as he may deem proper.

12. Each Inspector will diligently inquire into every complaint made by citizens of delinquency or misconduct in the performance of duty by members of the Police Force, and report same to the Police Commissioner. If circumstances warrant, he will reduce the allegations made by complainants to the form of affidavits, sworn to before a Notary Public or Commissioner of Deeds, and formulate and forward to the Police Commissioner charges based upon facts contained in such affidavits.

13. All charges made against members of the Police Force in any Inspection District shall be forwarded to Police Headquarters through the District Inspector, who shall make such comment thereon as may be necessary.

14. Inspectors will be particularly watchful to report in detail to the Police Commissioner all cases of special faithfulness to duty or of exceptional intelligence, skill or bravery in performance of duty on the part of any member of the Force.

15. Inspectors are Policemen and will be held responsible for the performance of all Police duty, and the observance of all Police rules which are applicable to them as "members of the Force."

16. Inspectors are specially charged to prevent

assessments of any character whatever upon the men under their command; or the collection of money for any purpose or by any means whatsoever; unless the permission of the Police Commissioner has been first obtained in each case; and will be held responsible for the observance of this rule throughout their Districts.

17. Inspectors will forward with returns, *weekly*, each Monday morning, reports of fires on asphalt pavements, giving date, hour, location by street and number, square feet of damage and origin of fire.

REPORTS

BY DISTRICT INSPECTORS

Quarterly:

Places of amusement, giving name of owner or manager, location, character, if holding license, and if so, date of its expiration, to Police Commissioner.

Condition of Station-houses and Force, with recommendations to Police Commissioner.

Monthly:

On the 10th of each month, report giving the names of plain-clothes men and detectives in his office, services performed by each, and briefly the condition of the District, to Police Commissioner.

Weekly:

Fires on asphalt pavement, on blank, to Police Commissioner.

As Occasion May Require:

Inspection of uniforms, on blank, to Police Commissioner.

Discharge of persons arrested by plain-clothes men, to Police Commissioner.

Investigations of complaints against members of the Force by citizens, to Police Commissioner.

RULE 43

LIEUTENANTS

See also rules

Captains and Commanding Officers

Station-houses

Responsibility of Command

Arrests

Bail

1. When, by absence of the Captain or for any cause, Lieutenants are in command of a Precinct, Squad or any part of Police work, they will be subject to and guided by the rules for Commanding Officers governing that work; and will be responsible accordingly.

2. In the prolonged absence of a Captain the duties required by him will be performed by a Lieutenant designated as "Acting Captain" who shall, during such absence of the Captain, possess and exercise all the powers of a Captain, and shall enforce the orders, rules and regulations established for the government of the Precinct, and shall be held in all respects responsible as the Commanding Officer of the Precinct, the same as if he were an actual Captain in command.

3. Lieutenants shall have general charge of the Sergeants and Patrolmen on their posts, and shall instruct and assist them in their duties and be responsible for their general appearance, good order and discipline.

4. Lieutenants must promptly obey all orders from their superior officers, and set an example of sobriety, discretion, skill, industry, promptness and bravery to the men under their command, and they must at all times appear neatly attired and clean in their persons and equipments.

DESK DUTY.

5. Lieutenants on desk duty will be held responsible for the receipt and entry in the proper books of all orders issued over the telephone, and will see that the attention of the Officer commanding the Precinct is duly directed thereto.

6. When the agent of a gas or electric light company shall take the index of a meter, the Lieutenant on desk duty shall do the same and make an entry of such index and state of the meter on the desk blotter.

7. In the absence of the Captain the Lieutenant on desk duty shall carefully inspect the platoon as formed for patrol or other duty, and see that they are properly uniformed and equipped, and that each man has with him keys to the fire-alarm and Police signal boxes, hand-cuffs, memorandum book, pencil, and all required equipment, and that revolvers and batons are stamped with the Patrolman's shield number. He must make immediate report to the Officer in com-

mand of all negligence in attire, want of cleanliness or unfitness for duty from any cause in any of the men and enter the results of such inspection in the desk blotter.

8. It shall be entered in the blotter who made the inspection and the results thereof.

9. Lieutenants on desk duty will be responsible that the rules regulating the use of Police telephones are rigidly executed.

10. All messages received at the Station-houses calling attention to persons or property to be inquired for shall be transmitted to the Police on patrol as soon as possible, and read to the outgoing platoons at roll-call following their reception, and oftener if necessary, or if so directed from Headquarters.

11. *No erasures* are to be made in any of the books, reports or documents connected with the duties of the Police Department. If any error be discovered in such books, reports or documents, it is to be altered and corrected by drawing a red ink line neatly across the entry and substituting the correction above it.

12. The Lieutenant on desk duty will immediately, upon receipt of information, from any source, of any unusual or important casualty, crime or other Police occurrence, transmit by telephone to Police Headquarters and elsewhere, as the circumstances of the case require, all information relative thereto received by him, and will continue such transmission, from time to time, as further particulars are received, and when the case is complete shall make a full report, in writing, through the District Inspector, to the Police Commissioner.

13. The occurrences referred to will include such matters as fires, suicides or attempted suicides, accidents, bodies found, murders, riots, strikes, persons found unconscious, etc.

14. Hereafter the Lieutenant on desk duty will report by telephone as soon as received directly to the Bureau of Electrical Service, in the respective Borough all cases of injury to persons or damage to property for which the city may be held liable, such as injury or damage due to bursting of water-mains, breaks of sewer-mains, overflow of public sewers, the blowing up of manhole covers, or explosions of dynamite; also such cases due to defective sidewalks, pavements, holes or obstructions in the streets, or due to snow and ice thereon; further, injury or damage caused by vehicles owned or operated by the city.

15. Upon the receipt of information at a Police Station of an important or unusual nature, such as riots, strikes, highway robberies, burglaries, property taken from thieves, murders, suicides, persons found dead or unconscious, especially where there are any suspicious circumstances attending the same, it will be the duty of the Lieutenant on desk duty to transmit information of the same to Police Headquarters; copies of messages of such information will be fur-

nished to the Detective Bureau. If such information is received after office hours and it is deemed of sufficient importance to require the immediate attention of the Police Commissioner, Deputies or Commanding Officer of the Detective Bureau, such information will be transmitted at once to their respective residences.

16. Whenever an alien is arrested on a charge of felony the officer on desk duty in the precinct to which the prisoner is brought will make out a Record of Alien card. An "alien" is defined as a foreign born person not naturalized. In giving the name of the alien on this card the surname will be placed first, and the greatest care must be used to have the spelling correct. The best endeavor will be used to obtain all the information asked on this card. Cards will be typewritten when practicable, or when written, must be legible. These cards will be forwarded to the Record Room, Detective Bureau, with the morning returns, each day.

17. Lieutenants on desk duty will promptly report to the S. P. C. A., the names and residences of owners of unlicensed dogs.

18. The Lieutenant on desk duty will take all calls from the signal-boxes and make full record in the blotter.

19. While on desk duty, Lieutenants shall carefully note in the blotter all matters that relate to the duty performed by the members of the Precinct or Squad, and all other matters that relate to the business of the Department; shall carefully inspect and sign each and all memorandum books of Sergeants and Patrolmen and note if Police rules are complied with therein; also note in such other books of record assigned to them such entries as may be required from time to time. Lieutenants shall in turn make all daily and other reports required under the rules and regulations; and shall inspect daily the Station-houses, prison, dormitories, beds and bedding, and note the result of such inspection in the desk blotter.

20. Careful attention will be paid to cleanliness of floors, windows, woodwork, etc., and that no dust, rubbish or other dirt or filth accumulates in any portion of Station-house or prison—notes thereon will be recorded in the blotter.

PATROL DUTY.

21. Lieutenants shall, in turn, patrol their Precincts and see that the Sergeants and Patrolmen perform their duty properly. It is the duty of the Lieutenants not on desk duty to go on patrol at the time specified, which fact shall be entered in the desk blotter; to remain on patrol in his Precinct during the tour, in the vigilant performance of duty, and to return to the Station-house at the end of his tour.

22. Lieutenants shall, during their tour of duty con-

stantly patrol their respective Precincts, visiting each post as often as possible in each tour, ascertaining the presence of each man at his proper place, and aiding in the enforcement of every duty; going to the Station-house only for the purpose of receiving or carrying such orders as may be given them.

23. Lieutenants on patrol duty shall, if possible, see each Sergeant and Patrolman on his post without calling, but should he not find him, the call should be given in the centre and on each extremity of the post, and if not then found extend the adjoining posts until the post of the missing Patrolman is fully covered. He shall report to the officer in command the name of the missing man and the cause of his absence, if ascertained.

24. Lieutenants and Sergeants must not walk together, nor with Patrolmen while on patrol, unless directed to do so by their Commanding Officer, or for the accomplishment of some particular object or purpose appertaining to the discharge of their duty; and in such cases they must report the facts to their Commanding Officer on their return to the Station-house.

25. Lieutenants shall carefully note and report to their Commanding Officer the case of every Sergeant and Patrolman absent from his post, or other neglect of duty or discipline, and every violation of rules and regulations.

26. Lieutenants are Policemen and will be held responsible for the performance of all Police duty and the observance of all Police rules which are applicable to them as "Members of the Force."

27. The rules under headings

Arrests

Bail

Bureau of Electrical Service

will be carefully studied by Lieutenants and they will be held responsible for compliance therewith.

REPORTS

DESK LIEUTENANTS

As Occasion May Require:

Sickness of member of the Force, on blank, to District Surgeon.

Foundling, on blank, to institution receiving the child.

Foundling, on blank, to Charities Department.

Foundling, on blank, to Police Commissioner.

Arrest of person under 16 years, or person charged with criminal offense against child under 16 years, to Society for the Prevention of Cruelty to Children.

RULE 44

SERGEANTS

1. Sergeants shall have immediate supervision of the Patrolmen while on patrol duty, and will constantly patrol the posts of the men under them, visiting them as often as possible, and enforcing the performance of duty. They shall report to their Commanding Officers all delinquencies or violations of orders on the part of the Force under their command.
2. When on patrol, Sergeants shall be chargeable with the enforcement of law, the prevention of crime, and the arrest of offenders, and shall *instruct* and assist the Patrolmen under their supervision in the proper performance of their duties.
3. Sergeants detailed to act in the absence of a Lieutenant, shall for the time being, have all the powers and perform all the duties of a Lieutenant and be held responsible accordingly.
4. Sergeants in command of sections on reserve in the Station-house during the nights tours of duty, shall, once during each of such tours, inspect the dormitories where the sections sleep, and report to the Captain any and all irregular, negligent, disorderly and uncleanly habits, practises and proceedings, on the part of any member of the Force, and under direction of the Captain, shall make charges in relation thereto. The hour and results of these inspections shall be entered in the blotter by the Sergeant in his own handwriting.
5. Sergeants will also be careful to note as to the cleanliness of the floors, windows, woodwork, etc., and should they find dirt or rubbish of any nature accumulating in any part of the Station-house, they will report such facts to the Officer at the desk and to the Commanding Officer.
6. One Sergeant will sleep in each room of the dormitories with the Patrolmen.
7. When there are two or more Sergeants on patrol duty at one time, Captains will divide the Precincts equally between them, and assign one to each portion for two tours of duty. Captains will then change the Sergeants to the opposite portion of the Precinct.
8. In case of fire, burglary, riot or other emergency the Sergeant on duty nearest the scene of said fire, burglary, riot, etc., will immediately send information to the Officer in command at the Station-house, and take such further action as the emergency may require.
9. Each Sergeant and Patrolman shall at all times, when on patrol or special duty, have with him a small blank memorandum book and pencil, supplied at his own expense, in which he shall enter the names of persons arrested by him, and such particulars in each case as may be important on the

trial of the cause; also all matters of importance relative to the performance of his duties. At the close of each tour of duty he shall turn over said book to the Lieutenant on desk duty for examination and certification by signature. Said Lieutenant shall enter on the blotter or other book of record, from such memorandum book, all matters required by the rules and regulations of the Department.

10. The rules under headings

Arrests

Bail

Bureau of Electrical Service

will be carefully studied and Sergeants will be held responsible for their execution so far as applicable.

11. Sergeants will report in writing to the Captain the details of each and every complaint made by them against a member of the Force.

EMBLEMS OF RANK

For Inspectors—Shall consist of 1 oak leaf of raised gold bullion on each side of collar, $1\frac{3}{4}$ inches from the lower point.

For Captains—Shall consist of 2 perpendicular raised gold bars, 1 inch long and $\frac{3}{8}$ of an inch wide, so placed on each cuff as to show midway between seams of sleeves, $3\frac{1}{2}$ inches from bottom of cuff; the emblem for overcoat cuff to consist of 2 bars of raised gold bullion, of like dimensions, embroidered on $1\frac{1}{4}$ -inch lustrous mohair braid, and placed on cuff as aforesaid.

The collar emblem for dress coat and blouse to consist of 2 raised perpendicular gold bars, 1 inch long and $\frac{3}{8}$ of an inch wide, placed on both sides of the collar, $1\frac{1}{2}$ inches from the edge.

For Lieutenants—Shall consist of 1 perpendicular bar of raised gold bullion placed on collar and cuff in same manner as Captains' emblem.

For Sergeants—Shall consist of chevrons which will be worn above the point of the elbow, to be three V-shaped bars of light blue cloth, sewed on a body of dark blue cloth, the bars to be $5\text{-}16$ of an inch wide and separated $3\text{-}16$ of an inch, piped with white silk chain stitch; the chevrons to be worn with points UP, midway between the elbow and the shoulder. Chevrons for Mounted Sergeants shall be yellow.

RULES AND REGULATIONS
OF THE
POLICE DEPARTMENT

CITY OF NEW YORK

1908

NEW YORK:
THE J. W. PRATT CO., PRINTERS AND STATIONERS,
NOS. 52 TO 58 DUANE ST.

POLICE DEPARTMENT

CITY OF NEW YORK

SEPTEMBER 17, 1908.

GENERAL ORDER NO. 60.

1. Pursuant to authority vested in me, as Police Commissioner of the City of New York, by His Honor, The Mayor, under the provisions of the Charter of The City of New York, the following "Rules and Regulations" are hereby made and adopted to ensure prompt and efficient exercise of all the powers conferred upon me by law; and to enforce effectually the laws of the State of New York and the Charter of The City of New York relating to the Police Department of The City of New York, in the prevention and detection of crime and other violations of law therein.

2. These said "Rules and Regulations" are adopted at 12.01 A. M., Thursday, September 24, 1908, and are in force from that hour and date, or until amended by future orders of the Police Commissioner.

3. Any and all former orders or rules or regulations, conflicting with these "Rules and Regulations" are abrogated from the above hour and date.

4. It is made the duty of all Inspectors, chiefs of bureaus, and other Commanding Officers to see that these "Rules and Regulations" are strictly enforced, each in his command, and they will be held responsible therefor.

5. Any violation of these "Rules and Regulations" and any neglect of the duty laid by them on the persons concerned, will be made, by the proper superior officer, the subject of written charges, to be laid before the Police Commissioner for his action.

THEO. A. BINGHAM,
Police Commissioner.

A TRUE COPY

WM. H. KIPP,
Chief Clerk.

NOTE:—Rules and Regulations made by the police board have the force and effect of statutes. (McKenna vs. Martin, 10 App. Div., 420; Jordan vs. Martin, N. Y., 311, 316.)

POLICE DEPARTMENT

HIS HONOR THE MAYOR
GEORGE B. McCLELLAN,
Commander-in-Chief, ex-officio.

THEO. A. BINGHAM,
Commissioner.

WILLIAM F. BAKER,
1st Deputy Commissioner.

FREDERICK H. BUGHER,
2d Deputy Commissioner.

BERT HANSON,
3d Deputy Commissioner.

ARTHUR WOODS,
4th Deputy Commissioner,

DANIEL G. SLATTERY,
Secretary to the Commissioner.

Heads of Bureaus

WILLIAM H. KIPP (1873),
Chief Clerk (1884)

Insp. MOSES W. CORTRIGHT (1896),
Chief Inspector (1901)

JOHN J. QUIGLEY, M. D. (1897),
Chief Surgeon (1906)

Insp. GEORGE F. TITUS (1903),
Repairs and Supplies (1906)

Insp. MAX F. SCHMITTBERGER (1903),
Traffic (1907)
School of Instruction (1907)

Insp. JAMES McCAFFERTY (1907),
Detective Bureau (1907)

Inspectors of Boroughs

()
Manhattan and Richmond ()

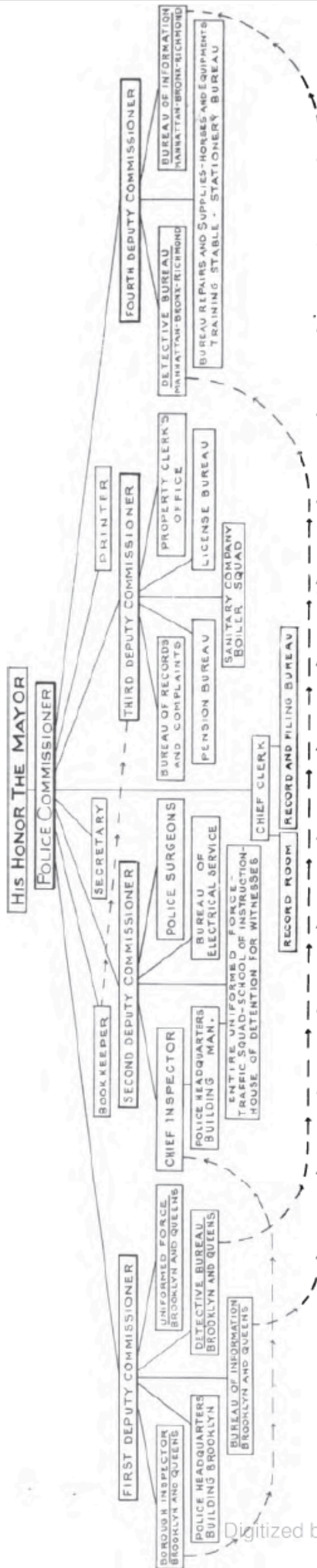
JOHN F. FLOOD (1905),
Brooklyn and Queens (1907)

()
The Bronx ()

Inspectors of Districts

INSPECTORS	DIST. NO.	DATE OF PROMOTION
HENRY W. BURFEIND,	1	April 19, 1907
JOHN H. RUSSELL,	2	April 19, 1907
MAX STEINBRUCK,	3	March 22, 1908
RICHARD WALSH,	4	July 13, 1903
JAMES E. DILLON,	5	Jan. 4, 1907
JAMES F. THOMPSON,	6	April 19, 1907
GEORGE W. McCLUSKY,	7	March 6, 1903
GEORGE R. HOLAHAN,	8	April 19, 1907
PATRICK J. HARKINS,	9	April 19, 1907
JAMES E. HUSSEY,	10	Jan. 4, 1907
MILES O'REILLY,	11	April 14, 1908
DENNIS SWEENEY,	12	April 23, 1906
WILLIAM G. HOGAN,	13	Jan. 4, 1907
MAX F. SCHMITTBERGER,	14	March 2, 1903
JOHN J. O'BRIEN,	15	April 19, 1907

ORGANIZATION CHART POLICE DEPARTMENT



BROWN LINES SHOW DIVIDED RESPONSIBILITY
 ADAPTED FROM CHART OF BUREAU OF MUNICIPAL RESEARCH (BY PERMISSION)

JULY - 1908

RULE 1

POLICE DEPARTMENT

1. The Police Department of the City of New York exists and does its work by virtue of Sections 270-367 of the Greater New York Charter (1898), and subsequent State legislation in amendment.

2. The Department is composed of

	Approx. No.
Police Commissioner - - -	1
Deputy Police Commissioners -	4
One Secretary for each of the above officials - - -	5
Chief Clerk, subordinate clerks, &c.	20
Bookkeeper, subordinate clerks, &c.	8
Superintendent of Electrical Service, linemen, wiremen, &c. -	10
Property clerk, subordinate clerks, &c. - - -	3
Complaint Clerk, subordinate clerks, &c. - - -	6
Mechanics, Hostlers, Cleaners, &c.	125

The Uniformed Force composed of the following in order of rank:

	Authorized Quota at Date
Chief Inspector } Borough Inspectors } Inspectors }	19
Surgeons - - - - -	25
Chaplains - - - - -	4
Captains - - - - -	90
Lieutenants - - - - -	627
Sergeants - - - - -	585
Patrolmen - - - - -	8439
Doormen - - - - -	194
Matrons - - - - -	70
	10,053

3. Special work of various kinds is done by details from the Uniformed Force, as follows:

a. DETECTIVE BUREAU

	At Date
Inspector in Command - - -	1
Captain - - - - -	1
Lieutenants - - - - -	119
1st Grade Detectives - - -	150
Detectives (about) - - -	150

b. HARBOR POLICE						At Date
Steamer and Crew						1
Launches and crews						8
c. TRAFFIC REGULATION						
Inspector	-	-	-	-	-	1
Captain	-	-	-	-	-	1
Lieutenants	-	-	-	-	-	20
Sergeants	-	-	-	-	-	39
Mounted Patrolmen	-	-	-	-	-	90
Bicycle Patrolmen	-	-	-	-	-	20
Foot Patrolmen	-	-	-	-	-	408
d. POLICE COURTS						
Lieutenants	-	-	-	-	-	9
Sergeants	-	-	-	-	-	2
Patrolmen	-	-	-	-	-	173
e. MUNICIPAL DEPARTMENTS AND OFFICES						
Lieutenants	-	-	-	-	-	4
Sergeants	-	-	-	-	-	6
Patrolmen	-	-	-	-	-	82
f. MOUNTED PATROL IN PRECINCTS						
Lieutenants	-	-	-	-	-	2
Sergeants	-	-	-	-	-	27
Patrolmen	-	-	-	-	-	274
g. BICYCLE PATROL IN PRECINCTS						
Sergeants	-	-	-	-	-	6
Patrolmen	-	-	-	-	-	129
h. MOTORCYCLES						23

RULE 6

FOURTH DEPUTY COMMISSIONER

1. Reports directly to the Police Commissioner.
2. In the absence or disability of the Police Commissioner, and First, Second and Third Deputies he will succeed to the performance of all the duties of the Police Commissioner and the First, Second and Third Deputies, except making appointments and transfers.
3. Will have supervision of the following branches of the work of the Police Department:
 - Detective Bureau.
 - Photograph Gallery.
 - Bureau of Information.
 - Bureau of Repairs and Supplies.
 - Stationery Bureau.
4. Will hold trials of delinquent members of the Force as may be directed by the Police Commissioner.
5. Will certify the pay-rolls of the Police Department.

RULE 22

DETECTIVE BUREAU

1. There will always be on duty at Headquarters an officer in command, day and night, to be designated by the Inspector in command of the Detective Bureau, with the approval of the Police Commissioner.

2. In the absence of the Inspector in command of the Detective Bureau, this officer will give necessary orders, keep himself informed of everything going on in the Bureau, and be responsible for the proper conduct of the work during his tour of duty.

3. It will be the duty of this officer also to watch the work of the Bureau in all its details, and make suggestions for improvement and reports of defects to the Inspector in command of the Detective Bureau.

4. The Inspector in command of the Detective Bureau shall cause Desk Blotters to be kept in his office, in which shall be entered daily all the transactions of the Bureau in detail, excepting record of arrests which shall be entered in the Arrest and Aided Record; and he shall make to the Police Commissioner daily morning reports in the same manner as is required by the rules, regulations and orders applicable to Precincts.

5. A record of complaints and applications calling for the services or attention of the Detective Bureau, shall be kept under the supervision of the officer in command, and he shall have supervision of all detective business, and it shall be his duty to give special attention to the business and see that all proper detective cases are diligently and properly attended to.

6. A record of arrests by the Detective Bureau shall be kept in which shall be entered the name of the person arrested, with a full description of such person, the time and cause of arrest, and disposition of the case.

7. The photographs collected for the use of the Detective Bureau shall be privately kept in a gallery for the official use of the Police Force, as an aid to the prevention and detection of crime, and shall not be exhibited to any person unless such person has the permission of the Inspector in command or of higher authority, and is accompanied by an officer of the Department, and never to mere sight-seers.

8. The Bertillon system and the Finger Print system in use by the Department shall be in charge of the Detective Bureau, and shall not be used by any person except by authority of the Police Commissioner, Deputy Commissioners or Chief Inspector, and then only as the interests of the Department shall require. All records pertaining thereto

shall be kept secure, and not subject to inspection or examination by unauthorized persons.

9. All members of the Force doing duty under the orders of the Detective Bureau throughout Greater New York will be assigned to definite work. These assignments will be in writing at Headquarters and branch offices, although the necessary instructions for the men may be sent over the telephone.

10. Cases will be assigned to Detectives by the Inspector in command of the Detective Bureau, or by an officer designated by him. A Detective who is called upon to do detective work by any person outside of the department will report it as soon as practicable to a superior officer.

11. Detectives will give prompt attention to each case assigned to them, and as progress is made will report to the officer in command.

12. They will report in writing all facts and important developments in cases assigned to them, and have these reports placed on file in the Record Room.

13. Each member of the Detective Bureau will keep accurate notes of all work assigned to him and progress made in his investigations, and as progress in each case is made will report the same.

14. When more than one man is assigned to a case, he will write on his report the name or names of associates.

15. If a detective becomes convinced that further progress in any case assigned to him is unlikely, he will at once report for instructions to the officer in command.

16. Each individual member of the Detective Bureau will make a quarterly report to the Commanding Officer of the Bureau, showing

Names of persons arrested.

Nature of crime.

Amount of property stolen.

Amount of property recovered.

Disposition of all cases disposed of.

Number of cases pending.

Aggregate number of years of sentences.

17. All letters and communications sent out by Detectives on official business, are to be signed by the officer in command of the Detective Bureau, the officer in command of a Branch Bureau, or by the Police Commissioner or a Deputy Commissioner.

18. The above instructions apply only to the members of the Force working under the orders of the Detective Bureau, and not to men working under the orders of Inspectors.

19. All cases involving extradition will be handled by the Detective Bureau and turned over to it at once by the Precincts.

REPORTS

DETECTIVE BUREAU

Annual:

Report of operations for the year, to Police Commissioner.

Quarterly:

Report of operations for the quarter, to Police Commissioner.

Weekly:

Report of convictions.

DETECTIVES

As Occasion May Require:

Assignment to case, on blank, to Police Commissioner.

Progress of case, on blank, to Police Commissioner.