

REGULATIONS

FOR THE GOVERNMENT OF THE

LIFE-SAVING SERVICE

OF THE

UNITED STATES.

JANUARY, 1873.



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GOVERNMENT PRINTING OFFICE.

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TREASURY DEPARTMENT,  
Washington, D. C., January 11, 1873.

The following regulations are based upon the provisions of the act of Congress approved December 14, 1854, entitled "An act for the better preservation of life and property from vessels shipwrecked on the coasts of the United States," and the acts of April 20, 1871, June 10, 1872, and January 11, 1873, authorizing the extension of the Life-Saving Service to the coasts of Rhode Island and Massachusetts, and are hereby established and promulgated for the government of all persons attached to the life-saving service of the United States. All circulars or instructions, not inconsistent with these regulations, are to be considered as still in force, and will be obeyed accordingly; all others are hereby revoked.

A rigid observance of these regulations is required from all persons connected with the service; and it is further made their imperative duty to report forthwith to the Secretary of the Treasury any negligence, disobedience, or infraction thereof which may come to their knowledge.

GEO. S. BOUTWELL,  
Secretary of the Treasury.

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# REGULATIONS.

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## ORGANIZATION.

1. The line of coast upon which the Life-Saving Service is established under authority of the acts of December 14, 1854, April 20, 1871, June 10, 1872, and January 11, 1873, is divided into three districts, and includes all the life-saving stations embraced within their limits, as follows:

*First District*—Coast of Cape Cod, Massachusetts, from Race Point to Monomoy.

*Second District*—Coast of Rhode Island and Long Island, from Narragansett Pier, R. I., to Coney Island, N. Y.

*Third District*—Coast of New Jersey, from Sandy Hook to Cape May.

2. The stations in each district will be distinguished by numbers, from one upwards, beginning with the most northerly or easterly, and also by such names as will best indicate their locality. Each district will be under the immediate charge of a Superintendent, to be appointed by the Secretary of the Treasury, in conformity with law and the regulations hereinafter contained.

3. Each station will be in charge of a Keeper, to be appointed by the Secretary of the Treasury upon the nomination of the Superintendent of the district wherein the station is situated, and in accordance with the method hereinafter prescribed.

4. To such stations as it is deemed necessary will be attached a boat's crew of six Surfmen, to be employed and governed in the manner hereinafter provided.

5. The three districts will be under the general supervision of a Captain in the Revenue Marine Service, to be designated by the Secretary of the Treasury, and to be known as Inspector of Life-Saving Stations, and the entire service will be in charge of the Chief of the Revenue Marine Bureau. -

6. All persons receiving appointments as Superintendents or Keepers will immediately take and subscribe the oath prescribed by law, and forward it, with a letter of acceptance, to the Secretary of the Treasury.

7. The pay of Superintendents and Keepers will commence from the dates of their oaths of office.

#### EXAMINATION.

8. No person will be appointed as Superintendent or Keeper until he shall have produced satisfactory evidence of good moral character and sober and correct habits, and passed the examination herein prescribed.

9. Examining boards for the examination of persons designated for the positions of Superintendents and Keepers will be convened by the Department whenever it may be necessary. For the examination of candidates for Superintendents, the board will consist of two persons, one of whom shall be the Inspector of Life-Saving Stations. For the examination of Keepers, the board will consist of three persons, one of whom shall be the Inspector above named, and another a physician of respectable standing in his profession.

10. Candidates for Superintendents must be not less than twenty-five nor more than fifty-five years of age. They must be able to read and write the English language correctly, and have some knowledge of the elementary principles of book-keeping. They must be familiar with the line of coast embraced within their particular district, and be conversant with the proper management of surf-boats and life-saving apparatus.

11. Candidates for Keepers must be not less than twenty-one nor more than fifty-five years of age, and able to read English and write a fair, legible hand. They must also have a knowledge of notation, numeration, and the four elementary rules of arithmetic. They must possess a thorough knowledge of the management of the surf-boats and of the use of the various apparatus used in the service.

12. Surfmen for the several stations will be selected by the Keepers thereof from able-bodied and experienced Surfmen

residing nearest to the station at which they are to be employed. They will be employed for the term of one year, under the articles of engagement prescribed in Form 2, hereto annexed.

#### DUTIES OF OFFICERS.

##### *Inspector.*

13. The Inspector will exercise a general supervision over the several districts. He will make a thorough personal inspection of every station along the coast of the different districts, at least once in each year, and at such other times as the Department may direct. In the annual inspections he will be accompanied by the Superintendent having charge of the district to be inspected. At every inspection each station will be minutely examined; all the apparatus, boats, boat-carriages, cars, hawsers, and gear, with the public property of every description, will be closely inspected and compared with the inventory, to see that every article is on hand or properly accounted for. A note will be made of the condition of each article. He will give timely notice of his intended visit to each station, in order that the Surfmen may assemble to meet him. He will inspect the appearance of the men and cause them to be exercised in the use of the boat and car, by launching and going and returning through the surf; also in the use of the mortar and rocket apparatus; all in the same manner as if actually engaged in saving life. He will superintend the exercises in person, and see that the various manœuvres are properly conducted according to the prescribed form for exercise and drill.

14. As much of the success in the use of the apparatus depends upon the promptness with which it is brought into action, and on the precision and efficiency of the first attempt, the Inspector is required to make himself thoroughly acquainted with the use and application of all its parts, and will take care that this is also understood, by the Keepers and Surfmen.

15. After each annual inspection, the Inspector will make a report in detail of the condition of the station-houses, boats,

apparatus, fixtures, &c.; and, also, of the efficiency of the Keepers and Surfmen in the performance of their duties, and will furnish such other information as may appear to him to be important or interesting to the Department; and also, such recommendations as to repairs of houses or apparatus as may be necessary.

16. The Inspector will examine all requisitions for repairs and supplies made by the Superintendents, and approve or disapprove the same, and forward them to the Department, with such observations as he may think proper to present. He will forward to the Department all reports of inspection he may receive from the Superintendents, with such comments and recommendations as he may deem proper.

*Superintendents.*

17. The Superintendent of each district will exercise general superintendence over the several stations embraced therein. He will visit every station within his district at least twice during the winter months, (or from December 1st to March 31st,) and three times during the remainder of the year, to wit, during the months of April, July, and October, for the purposes hereinafter named. He will also visit any particular station, whenever, in his judgment, it may be necessary, or whenever directed by the Inspector or the Department.

18. He will, as soon as may be, after entering upon his duties as Superintendent, prepare a schedule of the particular days, in the above-named months, when he will visit each station, as required in the preceding regulation, and cause a printed copy of the same to be posted in every house.

19. At each visit, he will examine into the condition of the house, and will carefully inspect all the apparatus, books, and furniture therein. He will also muster and inspect the men attached to the station, and cause them to be thoroughly exercised in the use of the boats and apparatus, according to the prescribed form for drill and exercise. At these visits, he will also pay the Keepers and Surfmen whatever wages may be due them.

20. After each visit he will make a full report of his examination of each station, according to Form 4, and forward the same to the Department through the Inspector.

21. Whenever repairs, supplies, or outfits are required for any station, the Superintendent will make requisition upon the Department through the Inspector, in accordance with Form 5.

22. On the receipt of the report (Form 3,) of a wreck, the Superintendent will examine the same to see if it contains all the required particulars, and should any be omitted he will immediately obtain the same from the Keeper, complete the report and forward it to the Department through the Inspector. All other reports of Keepers will be forwarded in like manner.

23. Whenever a vacancy shall occur among the Keepers, the Superintendent will notify the Department, and make nomination of some person to fill it; pending the appointment of whom, he will temporarily employ a proper person to discharge the duties.

24. Superintendents are vested with the powers and duties of Inspectors of Customs, by the act of December 14, 1854, and are required to exercise due vigilance in the prevention and detection of smuggling.

25. Superintendents will also perform such other duties as are hereinafter indicated.

*Keepers.*

26. Keepers will be held to a strict accountability for the proper care, preservation, and good order of the apparatus, boats, buildings, and their appurtenances, and for the economical use of all supplies of every kind placed in their charge. They will be careful to prevent waste, theft, and misapplication of all public property intrusted to their care and management, and the value of all articles not satisfactorily accounted for will be deducted from their pay.

27. Keepers are strictly forbidden to keep or allow to be kept, coal oil, lucifer matches, greasy rags or cloths, or any other articles of a combustible character, about the premises,

where they might, by accident or spontaneous combustion, become ignited.

28. Keepers will enter upon the journals, daily, all the transactions occurring, according to Form 1. They will also keep in the receipt books correct accounts of all articles of supplies received at the stations, and note accurately in the expenditure books all articles expended, with a statement of the manner and purpose in and for which the same were used.

29. When anything whatever belonging to the station is lost or destroyed, the fact and attendant circumstances must be immediately reported to the Superintendent.

30. Monthly reports of the condition of the station must also be forwarded to the Superintendent.

31. Keepers are prohibited from carrying on any business or trade which will or may require them to be often absent from the premises in their charge, during the winter season especially, or which would cause them to neglect their proper duties.

32. Keepers are forbidden to sell, or allow to be sold, on the premises in their charge, any intoxicating liquors; nor will they permit any intoxicated person, or any one under the influence of intoxicating drinks, to enter the station-house, or remain upon the premises.

33. Keepers will be courteous and polite to all visitors who conform to the regulations, and otherwise behave in a proper manner, but they must not permit them to handle the apparatus, or deface the houses by writing, scratching, or in any other manner.

34. Keepers will at all times see that the regulations regarding the patrol of the beach are strictly complied with; and during stormy or thick weather, they are required to give their whole time and constant attention to the important duty of discovering such vessels as may be in distress, or stranded, and in need of assistance.

35. Immediately upon the discovery of a wreck or vessel in distress, signals will be made to the adjoining stations, in the manner hereinafter prescribed; and, having made such signal,

the Keeper will then proceed to prepare the boats, apparatus, &c., for instant service.

36. On boarding wrecks, the preservation of life will be the Keeper's first consideration, (or that of the person in charge of the boat for the time being,) and he will on no account take in goods or merchandise which may endanger the safety of his boat and the lives of those intrusted to his charge, and should anything of the kind be brought in contrary to his remonstrances, he is fully authorized to throw it overboard.

37. In all cases of stranded vessels, Keepers will exercise a watchful care over such portions of the cargo as may be landed or come on shore, in order to preserve the same as far as possible for the owners thereof, as also to protect the revenue.

38. Keepers will keep as accurate an account as possible of the cargo landed and make a return of the same to the Superintendent, who will forward it to the Collector of Customs within whose collection district the wreck may have occurred.

39. As soon as possible after the occurrence of a wreck, the Keeper of the nearest station will enter all the required particulars on the journal, and will carefully fill up and forward the requisite report, according to Form 3, to the Superintendent.

40. On returning from service, the boat is not to be left in the surf on the beach, but, as soon as possible, will be got upon her carriage and placed in the boat-house. On the first fine day after use, the boat will be drawn out, that any dampness that may remain about her may be dried up. Any damage will be immediately made good.

41. After the apparatus has been used, either in actual service or for exercise, each Keeper will see that every part thereof is restored to its proper place in the house, after being cleansed of sand or dirt. All metallic substances are to be wiped dry, and all lines and hawsers thoroughly dried at the first opportunity of fair weather.

42. In order to preserve the lines from rot, and for the purpose of properly ventilating the houses, Keepers will frequently avail themselves of fair weather, to open all doors and windows during the day-time to permit the free passage of air through-

out the houses, and will use every available means to disperse whatever dampness or moisture may have accumulated.

43. Keepers are to render every assistance in their power to all officers of the service who may officially visit the stations to which they are attached. They will assign to all such proper accommodations in the houses for sleeping, and furnish them with subsistence, for which they will be entitled to receive reasonable compensation.

44. Keepers will see that their crews are duly assembled at the several stations, for muster, inspection, and drill, upon the days named in the Superintendent's schedule, posted in each station-house.

45. Keepers are required to remain at their stations from the 1st of December of each year to the 1st of April following, absenting themselves from the premises only on such occasions and at such times as are allowed by the regulations. They will have charge of the keys, and make frequent visits to their stations during the summer months.

46. At the close of the winter season each Keeper will prepare a complete inventory, in duplicate, according to Form 9, of all property belonging to his station on the 31st of March; one copy of which he will forward to the Superintendent of the District, who will transmit the same to the Department through the Inspector; the other will be retained at the station.

47. Keepers will have command and sole control of the Surfmen belonging to their stations, when on duty, and are enjoined to so conduct themselves as to win the respect and confidence of their subordinates.

48. Should any Keeper become incapacitated to properly discharge the duties appertaining to his station through sickness or accident, during winter service, information will be conveyed to the nearest station, by signal or otherwise, and the Keeper thereof will exercise control over the former station, in addition to his own, until the disabled Keeper may recover or another one be nominated by the Superintendent.

49. Where two or more Keepers with their crews may be present at the scene of any wreck, they will be expected and required to unite harmoniously in their efforts to save life and

property, selecting the most experienced one of their number to assume the general direction of their efforts.

50. Station and watch-bills will be prepared by the Keeper and kept always in view at each station; and each Surfman will have his particular number, with his duties specified.

51. Keepers are required to make themselves familiarly acquainted with these regulations and the instructions for drill with the apparatus, and, also, in the use of the code of signals.

#### *Surfmen.*

52. Upon employment, Surfmen will be required to sign articles, in accordance with Form 2, binding themselves to a faithful performance of the duties required of them.

53. Implicit obedience to all lawful orders from superiors will be exacted of them.

54. No Surfman will absent himself from the station to which he belongs, during the winter months, without permission of the Keeper, which will only be granted in extreme cases, such as sickness.

55. As the efficiency of a life-saving station depends upon the good training and discipline of the crew, the strictest attention must be paid by the members thereof to the directions of the Keeper on all occasions.

56. During the winter months the beach will be regularly patrolled by the Surfmen every night.

57. The patrol will consist of two men from each station, one to follow the beach towards the next station to the right, and the other to proceed towards the next station to the left, and each will continue his walk until the patrol from the adjacent station is met, when the continuity of the beach will permit.

58. Each patrolman will carry a beach-lantern, also a red Coston hand-light; and, when an inlet separates the stations, on reaching the shore of the same, he will exchange signals with the patrolman on the opposite side, unless the distance be too great.

59. On the discovery of a wreck or vessel in distress, the patrolman will immediately burn his red Coston hand-light,

both to alarm the stations and give notice to the wreck that succor is near at hand, and return to his station to assist in the preparation of the apparatus.

60. During the day-time, on those portions of the coast where two adjacent houses cannot be seen from each other, the beach will be sufficiently patrolled to bring them in sight at least three times daily.

61. The Surfmen at each station will take regular turns as patrolmen.

#### FISCAL MANAGEMENT.

62. The salaries of Superintendents and Keepers are fixed by law. The wages of Surfmen will be prescribed from time to time by the Department.

63. All payments of salaries and wages will be made quarterly, on pay-rolls, according to Form 7, by the Superintendents, who will respectively forward estimates (Form 6) for the required amount to the Department at least twenty days before the expiration of each quarter.

64. All payments of salaries and wages must be made in lawful money of the United States, and in no other way, to the persons to whom they are due, their receipt being taken on the pay-rolls at the time of making the payment. Each signature to the pay-rolls must be witnessed separately.

65. In case of the death of any officer or other person employed in the Life-Saving Service, or of any person having claims against the United States on account of the service, payments are only to be made to the legal representative of the party, according to the forms of law, after being duly authorized at the Department. In the case of the death of a person without property having but a small amount of pay due him, and where the taking out of letters of administration would be attended with expense to the family of the deceased, it will be the duty of the Superintendent to make all the facts known to the Department, and receive instructions before making the payment.

66. In every case in which the Department may see fit to authorize the payment of any small claim to the family of a

deceased person without requiring letters of administration to be taken out, it will be the duty of the person paying the money for the United States to take ample security in writing, to the effect that the amount may not be claimed thereafter, on the ground that it was not paid to the parties legally entitled to receive it.

67. No purchases of articles of supply or outfit for stations, will be made without the authority of the Département, by any person connected with the service, but when authority has been given to the Inspector, or a Superintendent, to make any purchase in open market, it shall be his duty to ascertain, in writing, from at least three responsible dealers in the articles wanted, (if there be so many in the place or in the immediate vicinity,) the lowest price at which they can be furnished. The purchasing officer shall then select those articles of the best quality of such as are required at the price most advantageous to the Government.

68. Should there be reason to suspect collusion among the dealers to obtain more than a fair market price for the articles, they will be procured elsewhere at fair rates.

69. All supplies and outfits, before being accepted by the person authorized to receive the same, must be carefully inspected, and no receipt for the same will be given unless the articles are of good quality and in every respect satisfactory.

70. All supplies must be accompanied by a bill, or invoice, specifying the items in detail and the cost of each article, without which no receipt will be given for them.

#### BILLS AND VOUCHERS.

71. All bills and vouchers must be made out in detail, giving dates, quantities, and the price of each article, with the gross amounts carried out in the appropriate columns. (Form 8.)

72. All bills and vouchers for work, labor, materials, and supplies done or furnished must be duly certified by the superintending or purchasing officer, setting forth explicitly the facts; and, if under a written contract, that fact must also be stated in the body of the certificate.



73. All bills and vouchers must be made out in duplicate, and must show the date of the signature of the approving or certifying officer.

74. No bills of expenses will be incurred without the previously-obtained authority of the Department.

#### REPAIRS.

75. Whenever a house, boat, boat-carriage, or any article of apparatus belonging to a station, may require repairs, the fact must be reported to the Department by the Inspector, or by the Superintendent through him, setting forth the actual state or condition of the defective part or parts, the probable length of time required to make the repairs; and specifying in detail the probable cost of labor and materials.

76. When the Department shall have authorized repairs to be made in accordance with the recommendations of the Inspector or Superintendent, it will be the duty of the officer notified of that fact to obtain written proposals from two or more parties (in the vicinity of the station, if possible) having the necessary facilities for doing the work, which must be transmitted, with an abstract and explanatory letter, to the Department, which will decide by whom the repairs shall be made, whether by contract or otherwise, and by whom the work shall be superintended.

77. The superintendent of repairs must inspect all materials, receive such only as may be found to be of suitable quality for the purpose, and reject all which are not of good quality, or which are otherwise unsuitable.

78. Any collusion, fraud, or wilful neglect of duty on the part of a superintendent of work or repairs, will subject him to dismissal, and to such further punishment as he may be liable to by law.

79. Certifying officers or persons will be held strictly accountable for the correctness of the matters certified to, and for the proper care and use of the articles received by them.

#### GENERAL INSTRUCTIONS.

80. No officer or other person attached to the Life-Saving Service shall oppress, cruelly treat, or maltreat any person under his command or in the service.

81. Drunkenness, profane swearing, and all scandalous conduct tending to the destruction of good morals, are positively forbidden on pain of prompt dismissal.

82. All officers and other persons of the Life-Saving Service are required, and strictly enjoined, to properly observe and obey the orders of their superiors, and to use their utmost exertions to carry such orders into effect with promptitude.

83. No person belonging to the Life-Saving Service is permitted or authorized to take out of any wrecked vessel any money, plate, goods, or any part of her cargo, or to take or remove any part of her rigging, stores, or outfits, unless it be for the protection or preservation of the same, in which case, the whole amount taken must, without fraud, concealment, or embezzlement, be delivered to the Keeper in charge or to the parties entitled to it.

84. No person in or belonging to the service shall waste, embezzle, or fraudulently buy, sell, receive, or dispose of any ammunition, rigging, outfits, or other public stores or supplies; nor shall any officer or other person, in or belonging to the service, knowingly permit, through design, negligence, or inattention, any waste, embezzlement, or unlawful sale, receipt, or disposition of any property of the United States.

85. Every person belonging to the service shall treat with respect all persons having authority over him, and is required to set an example of morality, subordination, and devotion to duty.

86. Should any person in the service consider himself oppressed by his superior, or observe in him any misconduct, he will represent, through the proper channel, such oppression or misconduct to the proper authority. But in all cases such person will be held accountable, if his representations should be found vexatious, frivolous, or false.

87. No person in the service shall, without the authority of his superior officer, exchange with another for the performance of any duty with which he may be charged.

88. Fires and lights are not to be left in apartments *untended at any time*.

89. Uncovered lights are not to be used in boat-rooms, store-rooms, or closets. When it becomes necessary to enter either with a light, it must be kept in a close lantern.

90. Every possible precaution must be taken to guard against the injury or destruction of the buildings and other property by fire.

91. The fire-buckets are to be kept filled with water, ready for use, and they must not be removed from their proper places, or used for any other purpose than extinguishing fire.

92. The exterior of the boats will be painted annually. If a boat has been much used during the preceding twelve months, she should have two coats of paint; if but little used, one will suffice; but the painting should be very carefully performed, and the paint well worked into the seams. The interior of the boats will be painted once in two years.

93. While the boat continues tight, a calking-iron will not be used except in the keel seam, and there not oftener than once in three years. It should then be used with great care; and judgment will at all times be exercised in the use of the calking-iron.

94. Prompt measures will be taken to revive or resuscitate all persons found insensible from exposure to cold or apparently drowned. A medicine-chest will be furnished to each house, and the Keeper is enjoined to preserve the contents from waste.

95. The apparently drowned will be treated according to the printed directions posted in the station-houses and supplied to every Surfman.

96. Persons found in the surf or upon the beach, after death, will be properly cared for, and, where they cannot be otherwise identified, a description, as complete in details as possible, will be made upon the journal of the station, and

a copy sent to the Superintendent, who will forward the same to the Department.

97. Where articles of value or trinkets, that might assist in identification, are found upon the bodies of deceased persons, the same will be carefully preserved and turned over to the Superintendent, who will forward a list of them to the Department, and await its instructions as to the disposition to be made of them.

98. In case any depredations are committed at, or damage done to, the station-houses, apparatus, or other property belonging thereto, by unlawful persons, the Keepers and all other persons connected with the service are enjoined to use their utmost endeavors to discover and bring to justice the offenders, and also to recover whatever articles may have been unlawfully taken.

99. Great care must be taken to keep the houses in clean and neat condition. The floors of the living-rooms must be swept every morning, all utensils cleaned, and the buildings frequently aired. Dirt and rubbish must not be permitted to accumulate in the boat-room.

100. Before the houses are left by the crews in the spring, they must be thoroughly cleaned, the bedding aired and neatly packed and stowed away, and everything belonging to the stations arranged in an orderly manner.

#### DRILL AND EXERCISE.

101. In order that the Keepers and crews may be thoroughly accustomed to the use of the boat and other apparatus provided the stations, there will be frequent drills or exercise of the same.

102. In addition to the exercises which are provided to be made on each visit of the Inspector or Superintendent, each Keeper will get out the boat on its carriage at least once every month, and oftener; if desirable, for exercise, during the winter service at the stations, going through the various movements of launching and working through the surf, landing, transporting the boat, &c.

103. No expenditure of powder, shot, or rockets will be permitted for exercise, except by order of the Inspector or Superintendent.

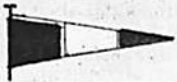
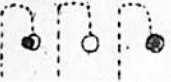




















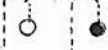

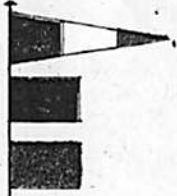
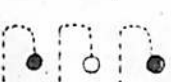

104. In throwing the shot or rocket lines for exercise, care must be observed that they are thrown directly along the beach, and before stowing the lines away again the sand must be well shaken or brushed out of the strands of the rope.

105. All exercises will be conducted according to the manner and form prescribed in the printed directions posted up in the station-houses.

THE  
SECRETARY  
NAVY

# SIGNAL FLAGS AND LIGHTS

*United States Life Saving Service.*

NUMBER	DAY	NIGHT	
	FLAGS	STAR ROCKETS	COSTON LIGHTS
1			
2			
3			
4			
5			
6			
7			
8			
9			

## SIGNALS FOR LIFE-SAVING STATIONS.

Day signals will be made with the flags.

Night signals will be made with star rockets and Coston lights.

The following is explanatory of the opposite page:

No. 1. *Preparatory*.—Whenever it becomes necessary for a station to make signal to adjacent stations the preparatory signal will be used, and will be continued until acknowledged by the stations signalled.

No. 2. *Answering Signal*.—All signals will be answered by this signal, to notify the signalling station that its signal is seen and understood. If any signal should not be understood, however, the signalling station may be notified in daytime by dipping the flag the whole length of the staff, or at night by two white rockets or two white Coston lights.

No. 3. *Danger*.—To be made by the station first discovering a wreck, or when any vessel is observed to be in danger. It will also serve to notify persons in danger that aid is near at hand.

No. 4. *Aid required*.—Bring your men. Immediately after answering this signal with No. 2, the keepers and crews of the adjacent stations will proceed to the aid of the station making signal, and likewise in answer to the four following signals, with the articles required:

No. 5. *Bring your boat and equipments.*

No. 6. *Bring your life-car and lines.*

No. 7. *Bring rocket apparatus.*

No. 8. *Bring mortar and apparatus.*

No. 9. *Assemble*.—When this signal is displayed at a station, all persons belonging thereto will at once assemble at the house.

In making night signals with two or more rockets they are not to be sent up together, but separately at short intervals, and in the order indicated in the diagram. Thus, in No. 5 a red-star rocket will be sent up and followed by a green-star rocket, and so on. If a signalling station desires to communicate with one only of its adjacent stations, a black ball will be hoisted in daytime, as a distinguishing pennant, above either No. 3, 4, 5, 6, 7, or 8, as the case may be, to indicate that the station to the northward or eastward is specially signalled, and at night by an ordinary exploding rocket immediately following the above numbers. South and west stations will be indicated in daytime by the black ball under either No. 3, 4, 5, 6, 7, or 8, as the case may be, and at night by an ordinary exploding rocket immediately preceding the signal for the above numbers.

No. 1 hoisted under any number will annul that signal; and the black ball hoisted singly will annul all signals.

Life-boats, before going off to a wreck at night, will be provided with a white Coston light, which may be burned, if considered necessary, either to afford light to facilitate the escape of the crew from the wreck, or to give notice to persons on shore of the arrival of the boat alongside the wreck.

Patrolmen will carry a red hand-light, as directed in Regulation 58, to be used upon the discovery of a wrecked vessel; and in order to better insure the light being seen, they will, when practicable, burn it upon the nearest prominent eminence. Keepers will make themselves and their crews familiar with the foregoing by frequent practice with the day signals. The night signals will never be practiced with rockets and Coston lights, nor will they be expended unless in actual service, except when specially authorized by the inspector. Red, white, and green lanterns will be substituted for practice, and also for service where the stations are sufficiently near each other to enable the colors to be readily distinguished—the lanterns to be suspended on the flagstaff in the same order as prescribed for the Coston lights. Thus, No. 5 may be shown by a red lantern over a green lantern.

The flags must be carefully handled and preserved from dirt and dampness. The boxes containing the rockets and Coston signals will be kept in a safe place where they will be as free from dampness as possible, and where they will be least liable to concussion by sudden contact with any heavy object. The keepers will be held to a strict accountability for the proper expenditure of rockets and Coston lights.

R U L E S  
FOR THE  
MANAGEMENT OF OPEN ROW-BOATS IN A  
SURF—BEACHING THEM, &c.

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The following Rules for the management of open boats, in heavy surfs and broken water, taken from a publication by the Royal National Life-Boat Institution of Great Britain, are adopted and republished for the information and guidance of the officers and all others connected with the United States Life-Saving Service:

R U L E S OF M A N A G E M E N T :

I. *In rowing to Seaward.*

As a general rule, speed must be given to a boat rowing against a heavy surf. Indeed, under some circumstances, her safety will depend on the utmost possible speed being attained on meeting a sea. For if the sea be really heavy, and the wind blowing a hard, on-shore gale, it can only be by the utmost exertions of the crew that any headway can be made. The great danger then is, that an approaching heavy sea may carry the boat away on its front, and turn it broadside on, or up-end it, either effect being immediately fatal. A boat's only chance in such a case, is to obtain such way as shall enable her to pass, end on, through the crest of the sea, and leave it as soon as possible behind her. Of course, if there be a rather heavy surf, but no wind, or the wind off shore, and opposed to the surf, as is often the case, a boat might be propelled so rapidly through it that her bow would fall more suddenly and heavily after topping the sea than if her way had been checked; and it may, therefore, only be when the sea is of such magnitude, and the boat of such a character, that there may be chance of the former carrying her back before it, that full speed should be given to her.

It may also happen that, by careful management under such circumstances, a boat may be made to avoid the sea, so that each wave may break ahead of her, which may be the only chance of safety in a small boat; but if the shore be flat, and the broken water extend to a great distance from it, this will often be impossible.

The following general rules for rowing to seaward may, therefore, be relied on:

1. If sufficient command can be kept over a boat by the skill of those on board her, avoid or "dodge" the sea, if possible, so as not to meet it at the moment of its breaking or curling over.
2. Against a head gale and heavy surf, get all possible speed on a boat on the approach of every sea which cannot be avoided.
3. If more speed can be given to a boat than is sufficient to prevent her being carried back by a surf, her way may be checked on its approach, which will give her an easier passage over it.

## II. *On running before a Broken Sea, or Surf, to the Shore.*

The one great danger, when running before a broken sea, is that of *broaching-to*. To that peculiar effect of the sea so frequently destructive of human life, the utmost attention must be directed.

The cause of a boat's broaching-to when running before a broken sea or surf is, that her own motion being in the same direction as that of the sea, whether it be given by the force of oars or sails, or by the force of the sea itself, she opposes no resistance to it, but is carried before it. Thus, if a boat be running with her bow to the shore, and her stern to the sea, the first effect of the surf or roller, on its overtaking her, is to throw up the stern, and as a consequence to depress the bow; if she then has sufficient inertia (which will be proportional to weight) to allow the sea to pass her, she will in succession pass through the descending, the horizontal, and the ascending positions, as the crest of the wave passes successively her stern, her midships, and her bow, in the reverse order in which the same positions occur to a boat propelled to

seaward against a surf. This may be defined as the safe mode of running before a broken sea.

But if a boat, on being overtaken by a heavy surf, has not sufficient inertia to allow it to pass her, the first of the three positions above enumerated alone occurs; her stern is raised high in the air, and the wave carries the boat before it, on its front, or unsafe side, sometimes with frightful velocity, the bow all the time deeply immersed in the hollow of the sea, where the water, stationary or comparatively so, offers a resistance, whilst the crest of the sea, having the actual motion which causes it to break, forces onward the stern, or rear end of the boat. A boat will, in this position sometimes, aided by careful oar-steerage, run a considerable distance until the wave has broken and expended itself. But it will often happen, that if the bow be low, it will be driven under water, when the buoyancy being lost forward, whilst the sea presses on the stern, the boat will be thrown (as it is termed) end over end; or if the bow be high, or it be protected, as in most life-boats, by a bow air-chamber, so that it does not become submerged, that the resistance forward, acting on one bow, will slightly turn the boat's head, and the force of the surf being transferred to the opposite quarter, she will in a moment be turned round broadside by the sea, and be thrown by it on her beam-ends, or altogether capsized. It is in this manner that most boats are upset in a surf, especially on flat coasts, and in this way many lives are annually lost amongst merchant seamen when attempting to land, after being compelled to desert their vessels.

Hence, it follows, that the management of a boat, when landing through a heavy surf, must, as far as possible, be assimilated to that when proceeding to seaward against one, at least so far as to stop her progress shoreward at the moment of being overtaken by a heavy sea, and thus enabling it to pass her. There are different ways of effecting this object:

1. By turning a boat's head to the sea before entering the broken water, and then backing in stern foremost, pulling a few strokes ahead to meet each heavy sea, and then again backing astern. If a sea be really heavy and a boat small, this plan will be generally the safest, as a boat can be kept



more under command when the full force of the oars can be used against a heavy surf, than by backing them only.

2. If rowing to shore with the stern to seaward, by backing all the oars on the approach of a heavy sea, and rowing ahead again as soon as it has passed to the bow of the boat, thus rowing in on the back of the wave; or, as is practised in some life-boats, placing the after-oarsmen, with their faces forward, and making them row back at each sea on its approach.

3. If rowed in bow foremost, by towing astern a pig of ballast or large stone, or a large basket, or a canvas bag termed a "drogue" or drag, made for the purpose, the object of each being to hold the boat's stern back, and prevent her being turned broadside to the sea or broaching-to.

Drogues are in common use by the boatmen on the Norfolk coast; they are conical-shaped bags of about the same form and proportionate length and breadth as a candle extinguisher, about two feet wide at the mouth, and four and a half feet long. They are towed with the mouth foremost by a stout rope, a small line, termed a tripping-line, being fast to the apex or pointed end. When towed with the mouth foremost, they fill with water, and offer a considerable resistance, thereby holding back the stern; by letting go the stouter rope and retaining the smaller line, their position is reversed, when they collapse, and can be readily hauled into the boat.

Drogues are chiefly used in sailing-boats, when they both serve to check a boat's way and to keep her end on to the sea. They are, however, a great source of safety in rowing-boats, and the rowing life-boats of the National Life-Boat Institution are now all provided with them.

A boat's sail bent to a yard and towed astern loosed, the yard being attached to a line capable of being veered, hauled, or let go, will act in some measure as a drogue, and will tend much to break the force of the sea immediately astern of the boat.

Heavy weights should be kept out of the extreme ends of a boat; but when rowing before a heavy sea the best trim is deepest by the stern, which prevents the stern being readily thrown on one side by the sea.

A boat should be steered by an oar over the stern, or on one quarter when running before a sea, as the rudder will then at times be of no use. If the rudder be shipped, it should be kept amidships on a sea breaking over the stern.

The following general rules may therefore be depended on when running before, or attempting to land, through a heavy surf or broken water:

1. As far as possible avoid each sea by placing the boat where the sea will break ahead or astern of her.

2. If the sea be very heavy, or if the boat be very small, and especially if she have a square stern, bring her bow round to seaward and back her in, rowing ahead against each heavy surf that cannot be avoided sufficiently to allow it to pass the boat.

3. If it be considered safe to proceed to the shore bow foremost, back the oars against each sea on its approach, so as to stop the boat's way through the water as far as possible, and if there is a drogue, or any other instrument in the boat which may be used as one, tow it astern to aid in keeping the boat end on to the sea, which is the chief object in view.

4. Bring the principal weights in the boat towards the end that is to seaward, but not to the extreme end.

5. If a boat, worked by both sails and oars, be running under sail for the land through a heavy sea, her crew should, under all circumstances, unless the beach be quite steep, take down her masts and sails before entering the broken water, and take her to land under oars alone, as above described. If she have sails only, her sails should be much reduced, a half-lowered foresail or other small head-sail being sufficient.

### III. *Beaching or Landing through a Surf.*

The running before a surf or broken sea, and the beaching or landing of a boat, are two distinct operations; the management of boats as above recommended, has exclusive reference to running before a surf where the shore is so flat that the broken water extends to some distance from the beach. Thus on a very steep beach, the first heavy fall of broken water will be on the beach itself, whilst on some very flat shores there will be broken water as far as the eye can reach, some-

times extending to even four or five miles from the land. The outermost line of broken water, on a flat shore, where the waves break in three and four fathoms water, is the heaviest, and therefore the most dangerous, and when it has been passed through in safety, the danger lessens as the water shoals, until, on nearing the land, its force is spent and its power harmless. As the character of the sea is quite different on steep and flat shores, so is the customary management of boats on landing different in the two situations. On the flat shore, whether a boat be run or backed in, she is kept straight before or end on to the sea until she is fairly aground, when each surf takes her further in as it overtakes her, aided by the crew, who will then generally jump out to lighten her, and drag her in by her sides. As above stated, sail will in this case have been previously taken in if set, and the boat will have been rowed or backed in by oars alone.

On the other hand, on the *steep* beach it is the general practice, in a boat of any size, to retain speed right on to the beach, and in the act of landing, whether under oars or sail, to turn the boat's bow half round towards the direction from which the surf is running, so that she may be thrown on her broadside up the beach, where abundance of help is usually at hand to haul her as quickly as possible out of the reach of the sea. In such situations, we believe, it is nowhere the practice to back a boat in stern foremost under oars, but to row in under full speed as above described.

#### IV. *Boarding a Wreck, or a Vessel, under Sail or at Anchor, in a Heavy Sea.*

The circumstances under which life-boats or other boats have to board vessels, whether stranded or at anchor, or under way, are so various that it would be impossible to draw up any general rule for guidance. Nearly everything must depend on the skill, judgment, and presence of mind of the coxswain or officer in charge of the boat, who will often have those qualities taxed to the utmost, as undoubtedly the operation of boarding a vessel in a heavy sea or surf is frequently one of extreme danger.

It will be scarcely necessary to state that, whenever practicable, a vessel, whether stranded or afloat, should be boarded to leeward, as the principal dangers to be guarded against must be the violent collision of the boat against the vessel; or her swamping or upsetting by the rebound of the sea, or by its irregular direction on coming in contact with the vessel's side; and the greater violence of the sea on the windward side is much more likely to cause such accidents. The danger must, of course, also be still further increased when the vessel is aground and the sea breaking over her. The chief danger to be apprehended on boarding a stranded vessel on the lee side, if broadside to the sea, is the falling of the masts; or if they have been previously carried away, the damage or destruction of the boat amongst the floating spars and gear alongside. It may therefore, under such circumstances, be often necessary to take a wrecked crew into a life-boat from the bow or stern; otherwise a rowing-boat, proceeding from a lee shore to a wreck, by keeping under the vessel's lee, may use her as a breakwater, and thus go off in comparatively smooth water, or be at least shielded from the worst of the sea. This is, accordingly, the usual practice in the rowing life-boats around the United Kingdom. The larger sailing life-boats, chiefly on the Norfolk and Suffolk coasts, which go off to wrecks on outlying shoals, are, however, usually anchored to windward of stranded vessels, and then veered down to 100 or 150 fathoms of cable, until near enough to throw a line on board. The greatest care under these circumstances has, of course, to be taken to prevent actual contact between the boat and the ship; and the crew of the latter have sometimes to jump overboard, and to be hauled to the boat by ropes.

In every case of boarding a wreck or a vessel at sea, it is important that the lines by which a boat is made fast to the vessel should be of sufficient length to allow of her rising or falling freely with the sea; and every rope should be kept in hand ready to cut or slip it in a moment if necessary. On wrecked persons or other passengers being taken into a boat in a sea way, they should be placed on the thwarts in equal numbers on either side, and be made to sit down. All crowd-



ing or rushing headlong into the boat should be prevented as far as possible; and the Captain of the ship, if a wreck, should be called on to remain on board to preserve order until every other person had left her.

## EXTRACTS FROM A CIRCULAR

ISSUED BY THE

# ROYAL NATIONAL LIFE-BOAT INSTITUTION OF ENGLAND.

### INSTRUCTIONS FOR SAVING DROWNING PERSONS BY SWIMMING TO THEIR RELIEF.

1. When you approach a person drowning in the water, assure him, with a loud and firm voice, that he is safe.
2. Before jumping in to save him, divest yourself as far and as quickly as possible of all clothes; tear them off, if necessary; but if there is not time, loose at all events the foot of your drawers if they are tied, as, if you do not do so, they fill with water and drag you.
3. On swimming to a person in the sea, if he be struggling, do not seize him then, but keep off for a few seconds till he gets quiet, for it is sheer madness to take hold of a man when he is struggling in the water, and if you do you run a great risk.
4. Then get close to him and take fast hold of ~~the~~ hair of his head, turn him as quickly as possible on to his back, give him a sudden pull, and this will cause him to float, then throw yourself on your back also and swim for the shore, both hands having hold of his hair, you on your back and he also on his, and of course his back to your stomach. In this way you will get sooner and safer ashore than by any other means, and you can easily thus swim with two or three persons; the writer has even, as an experiment, done it with four, and gone with them forty or fifty yards in the sea. One great advantage of this method is that it enables you to keep your head up, and also to hold the person's head up you are trying to save. It is of primary importance that you take fast hold of the hair and throw both the person and yourself on your backs. After

many experiments it is usually found preferable to all other methods. You can in this manner float nearly as long as you please, or until a boat or other help can be obtained.

5. It is believed there is no such thing as a death-grasp; at least it is very unusual to witness it. As soon as a drowning man begins to get feeble and to lose his recollection, he gradually slackens his hold until he quits it altogether. No apprehension need, therefore, be felt on that head when attempting to rescue a drowning person.

6. After a person has sunk to the bottom, if the water be smooth, the exact position where the body lies may be known by the air-bubbles, which will occasionally rise to the surface, allowance being of course made for the motion of the water, if in a tide-way or stream, which will have carried the bubbles out of a perpendicular course in rising to the surface. A body may be often regained from the bottom, before too late for recovery, by diving for it in the direction indicated by these bubbles.

7. On rescuing a person by diving to the bottom, the hair of the head should be seized by one hand only, and the other used in conjunction with the feet, in raising yourself and the drowning person to the surface.

8. If in the sea, it may sometimes be a great error to try to get to land. If there be a strong "outsetting" tide, and you are swimming either by yourself, or having hold of a person who cannot swim, then get on to your back and float till help comes. Many a man exhausts himself by stemming the billows for the shore on a back-going tide, and sinks in the effort, when, if he had floated, a boat or other aid might have been obtained.

9. These instructions apply alike to all circumstances, whether as regards the roughest sea or smooth water.

#### DIRECTIONS FOR RESTORING THE APPARENTLY DROWNED.

The leading principles of the following directions for the restoration of the apparently dead from drowning are founded on those of the late Dr. MARSHALL HALL, combined with those of Dr. H. R. SILVESTER, and are the result of extensive

inquiries which were made by the Institution in 1863-'64 amongst medical men, medical bodies, and coroners throughout the United Kingdom. These directions have been extensively circulated by the Institution throughout the United Kingdom and in the colonies. They are also in use in her Majesty's fleet, in the coastguard service, and at all the stations of the British army at home and abroad.

#### I.

Send immediately for medical assistance, blankets, and dry clothing, but proceed to treat the patient *instantly* on the spot, in the open air, with the face downward, whether on shore or afloat; exposing the face, neck, and chest to the wind, except in severe weather, and removing all tight clothing from the neck and chest, especially the braces.

The points to be aimed at are, first and *immediately*, the RESTORATION OF BREATHING; and, secondly, after breathing is restored, the PROMOTION OF WARMTH AND CIRCULATION.

The efforts to *restore Breathing* must be commenced immediately and energetically, and persevered in for one or two hours, or until a medical man has pronounced that life is extinct. Efforts to promote *Warmth* and *Circulation*, beyond removing the wet clothes and drying the skin, must not be made until the first appearance of natural breathing. For if circulation of the blood be induced before breathing has recommenced, the restoration to life will be endangered.

#### II.

##### TO RESTORE BREATHING.

##### TO CLEAR THE THROAT—

Place the patient on the floor or ground with the face downwards, and one of the arms under the forehead, in which position all fluids will more readily escape by the mouth, and the tongue itself will fall forward, leaving the entrance into the windpipe free. Assist this operation by wiping and cleansing the mouth.

If satisfactory breathing commences, use the treatment described below to promote warmth. If there be only slight breathing—or no breathing—or if the breathing fail, then—

TO EXCITE BREATHING—

Turn the patient well and instantly on the side, supporting the head, and—

1.—*Inspiration.*



Excite the nostrils with snuff, hartshorn, and smelling salts, or tickle the throat with a feather, &c., if they are at hand. Rub the chest and face warm, and dash cold water, or cold and hot water alternately, on them.

If there be no success, lose not a moment, but instantly—

TO IMITATE BREATHING—

Replace the patient on the face, raising and supporting the chest well on a folded coat or other article of dress.

Turn the body very gently on the side and a little beyond, and then briskly on the face, back again; repeating these measures cautiously, efficiently, and perseveringly, about fifteen times in the minute, or once every four or five seconds, occasionally varying the side. (*By placing the patient on the chest, the weight of the body forces the air out; when turned on the side, this pressure is removed, and air enters the chest.*)

On each occasion that the body is replaced on the face, make uniform but efficient pressure with brisk movement on

the back between and below the shoulder-blades or bones on each side, removing the pressure immediately before turning the body on the side.

2.—*Expiration.*



The foregoing two Illustrations show the position of the body during the employment of Dr. Marshall Hall's Method of Inducing Respiration.

During the whole of the operations let one person attend solely to the movements of the head, and of the arm placed under it. (*The first measure increases the Expiration—the second commences Inspiration.*)

\* \* \* The result is *Respiration* or *Natural Breathing*—and if not too late, *Life*.

Whilst the above operations are being proceeded with, dry the hands and feet; and as soon as dry clothing or blankets can be procured, strip the body and cover, or gradually re-clothe it, but taking care not to interfere with the efforts to restore breathing.

III.

Should these efforts not prove successful in the course of from two to five minutes, proceed to imitate breathing by Dr. SILVESTER'S method, as follows:

Place the patient on the back on a flat surface, inclined a little upwards from the feet; raise and support the head and shoulders on a small firm cushion, or folded article of dress placed under the shoulder-blades.

Draw forward the patient's tongue, and keep it projecting beyond the lips; an elastic band over the tongue and under the chin will answer this purpose, or a piece of string or tape may be tied round them, or by raising the lower jaw the teeth may be made to retain the tongue in that position.

TO IMITATE THE MOVEMENTS OF BREATHING.

Standing at the patient's head, grasp the arms just above

1.—*Inspiration.*



the elbows, and draw the arms gently and steadily upwards above the head, and *keep them stretched* upwards for about two seconds. (*By this means air is drawn into the lungs.*) Then

2.—*Expiration.*



The foregoing two illustrations show the position of the body during the employment of Dr. Silvester's Method of Inducing Respiration.

turn down the patient's arms, and press them gently and firmly for about two seconds against the sides of the chest. (*By this means air is pressed out of the lungs.*)

Repeat these measures alternately, deliberately, and perseveringly, about fifteen times in a minute, until a spontaneous effort to respire is perceived, immediately upon which cease to imitate the movements of breathing, and proceed to INDUCE CIRCULATION AND WARMTH.

IV.

TREATMENT AFTER NATURAL BREATHING HAS BEEN RESTORED.

TO PROMOTE WARMTH AND CIRCULATION.

Commence rubbing the limbs upwards, with firm grasping pressure and energy, using handkerchiefs, flannels, &c. (*By this measure the blood is propelled along the veins towards the heart.*)

The friction must be continued under the blanket or over the dry clothing.

Promote the warmth of the body by the application of hot flannels, bottles, or bladders of hot water, heated bricks, &c., to the pit of the stomach, the arm-pits, between the thighs, and to the soles of the feet.

If the patient has been carried to a house after respiration has been restored, be careful to let the air play freely about the room.

On the restoration of life, a teaspoonful of warm water should be given; and then, if the power of swallowing has returned, small quantities of wine, warm brandy and water, or coffee, should be administered. The patient should be kept in bed, and a disposition to sleep encouraged.

GENERAL OBSERVATIONS.

The above treatment should be persevered in for some hours, as it is an erroneous opinion that persons are irrecoverable because life does not soon make its appearance, persons having been restored after means have been persevered in for many hours.

APPEARANCES WHICH GENERALLY ACCOMPANY DEATH.

Breathing and the heart's action cease entirely; the eyelids are generally half-closed; the pupils dilated; the jaws clenched; the fingers semi-contracted; the tongue approaches to the under edges of the lips, and these, as well as the nostrils, are covered with a frothy mucus. Coldness and pallor of surface increase.

CAUTIONS.

Prevent unnecessary crowding of persons round the body, especially if in an apartment.

Avoid rough usage, and do not allow the body to remain on the back unless the tongue is secured.

Under no circumstances hold the body up by the feet.

On no account place the body in a warm bath, unless under medical direction, and even then it should only be employed as a momentary excitant.

FORMS.

FORM 1.

UNITED STATES LIFE-SAVING SERVICE.

*Instructions for keeping Journal for United States Life-saving Stations.*

A book 9 inches wide, 12 inches long, 200 pages, with the following printed on 1st page:

The journal must embrace all occurrences relating to the service, in the following order:

1. Day of the week, date and name of month and the year.
  2. State of the weather; direction and force of the wind, whether gale, fresh or moderate breeze, or calm. (These to be noted at sunrise, noon, sunset, and midnight.)
  3. Number of persons belonging to station present, and number absent, with name of absentee and cause of absence.
  4. Number and kind of vessels passing the station, in either direction, during the day.
  5. If a wreck occurs, a full description of the same, according to Form 2, must be entered, stating all the circumstances and the proceedings of the crew of the station.
  6. Nature of the surf for the day.
  7. Expenditures of supplies.
  8. Damage done to boats or other apparatus.
  9. Whether house has been opened for ventilation.
  10. Names and complete description of all deceased persons and circumstances under which found.
  11. Whether the patrol was kept previous night, and names of the patrolmen for the night.
  12. All transactions or occurrences relating to house or service.
- The journal will be written up every day and signed by the keeper.





## FORM 4.

## UNITED STATES LIFE-SAVING SERVICE.

Quarterly Report from Station No. —, District No. —, for the quarter ending —, 18—.

- |   |     |
|---|-----|
| 1. Date of exercising boat and apparatus.   | 1.  |
| 2. State of the wind, weather, and sea.   | 2.  |
| 3. Length of time the boat, raft, or car was out.   | 3.  |
| 4. Number of crew present.  | 4.  |
| 5. Number of times the mortar or rockets were fired.  | 5.  |
| 6. Length of line thrown by mortar or rocket, and how accurately.   | 6.  |
| 7. Proficiency of crew in use of apparatus.   | 7.  |
| 8. General performance of the apparatus and condition of station.   | 8.  |
| 9. What repairs, supplies, or outfits are needed, or defects to be made good, in boat, carriage, house, or gear, with estimate of cost. | 9.  |
| 10. Have the crew been paid for exercising?   | 10. |
| 11. Are all the instructions posted up in the boat-house and is the journal properly kept?  | 11. |
| 12. Has the ventilation of the house been carefully attended to during the quarter?   | 12. |
| 13. Remarks.  | 13. |

—, Superintendent.

## FORM 5.

## UNITED STATES LIFE-SAVING SERVICE.

## Requisition.

To —, 18—.

Secretary of the Treasury:

There are required for the use of Station No. —, District, No. —, Coast of —, the following articles, the same being necessary for the public service:

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Very respectfully,

—, Superintendent

APPROVED:

—, Inspector.

RECEIVED, —, 18—, the above-named articles in good order and condition, for use at Station No. —.

—, Keeper.







## FORM 9—Continued.

Articles.	Quantities.	Condition.	Articles.	Quantities.	Condition.
Manilla, 12-thread.....			Port-fire staff .....		
Magazine, copper.....			Pole .....		
Marline.....			Putty .....		
Marline-spike .....			Patent dryer.....		
Marine glasses.....					
Match safe.....			Quick matches .....		
Match staves.....					
Match rope .....			Rockets, line .....		
Match range.....			Rockets, signal.....		
Medicine chest.....			Rocket wire.....		
Monkey-wrench.....			Rocket range.....		
Mortar and bed.....			Rubber cloth.....		
Manilla, 3-inch.....			Reel for shot-line.....		
Manilla, 2½-inch.....					
Manilla, 2¼-inch.....			Spun yarn .....		
Manilla, 2-inch.....			Stove and fixtures.....		
			Shovels.....		
Nails, galvanized.....			Signal lights.....		
Nails, assorted.....			Shot .....		
Nails, boat.....			Shot wires.....		
Nippers.....			Shot hooks .....		
Needles, sail.....			Shot lines, 500 yards.....		
			Speaking trumpet .....		
Oars, assorted.....			Sponges .....		
Oakum.....			Sand paper.....		
Oil, lamp .....			Signal flags.....		
Oil, linseed .....			Skids .....		
Oil, signal.....			Spoons, iron, large .....		
			Spoons, iron, small.....		
Powder, pounds of .....			Sauce pan, 1-gallon.....		
Powder magazine.....			Straps, galvanized iron.....		
Paint, Crockett's.....					
Paint brushes.....			Tacks, galvanized iron.....		
Palms, sailors'.....			Tackles .....		
Paper.....			Turpentine, quarts of.....		
Pens, steel.....			Tin can, for quick matches.....		
Penholders.....			Twine, hemp.....		
Pans, dish .....					
Pans, tin.....			Water pail, galvanized.....		
Plates, tin.....			White lead .....		
Pillows .....			Wrench, boat carriage.....		
Pliers.....			Wood.....		
Port-fires .....			Zinc.....		

Received from \_\_\_\_\_, the foregoing articles and outfits, this \_\_\_\_\_ day of \_\_\_\_\_, 187—, \_\_\_\_\_, Keeper.