

PLANTATION MANUAL

of

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1934

Crop.-- A good crop means one that is good taking into consideration every thing-- negroes, land, mules, stock, fences, farming utensils, &c, &c, all of which must be kept up & improved in value. The effort therefore must not be merely to make a given amount of produce but as much as can be made without interrupting the steady increase in value of the rest of the property.

Overseer.--The Overseer will never be expected to
 1. work in ^{the} field, but he must always be with hands when not otherwise engaged in the Employers business, & will be required to attend on occasion to any pecuniary transaction connected with the plantation.

2. The Overseer must never be absent a single night, nor an entire day, without permission previously obtained. Whenever absent at Church or elsewhere, he must be on the plantation by sundown without fail.

3. He must attend every night & morning at the Stables, & see that the mules are water-

ed, cleaned & fed, & the doors locked. He must keep the stable key at night, & all the keys, in a safe place, never allow any^{one} to unlock a barn, smokehouse or other depository of plantation stores but himself. He must endeavor, also, to be with the plow hands always at noon.

4. The Overseer must ~~personally~~ see that ~~every~~^{all the} negroes leave their houses promptly after hornblow in the morning. Once or more a week he must visit every house after hornblow at night to see that all are in.

5. The Overseer ~~must-not~~^{will be} expected not to degrade himself by charging any negro with carrying news to the Employer. There must be no news to carry. The Employer will not encourage tale bearing, but will question every negro indiscriminately whenever he thinks proper about all matters connected with the plantation, & require him to tell the truth whenever he learns anything derogatory to the Overseer he will immediately communicate it

to him.

6. The Overseer must ride but one horse
~~or~~
~~unless he obtains permission to do so~~
~~else~~ must not allow any member of his
 family, or other person, on any occasion
 to use a horse without he obtains permis-
 sion. And as the Employer's business will
 require his whole attention he is expected
 to see but little company.

7. He will be expected to obey strictly all
 instructions of the Employer. His opinion
 is requested on all questions relative to
 plantation matters as they arise & will be
 treated with respect, but when not adopted
 he must cheerfully & faithfully carry into
 effect the views of the Employer, & with
 sincere desire to produce a successful re-
 sult. He must carry on all experiments with
 fidelity & note the results carefully, &
 must give, when instructed by the Employer,
 a fair trial to all new methods of culture
 implements
 & new ~~improvements~~ of agriculture.

8. The whole stock will be under his charge, & he will attend to them personally, with the assistance of any negro he may chose, from time to time. He must see & feed every hog at least three times a week, & salt & count the cattle twice a month.
9. The Overseer must keep the plantation Diary regularly & carefully, note the number of hands daily engaged in various operations under proper heading, the number of sick, weather, allowances, ~~gives~~ implements given out, articles received at or sent from plantation, births, deaths & whatever other information or remarks ^{which} may be valuable. He must also inform the Employer without being asked, of every thing going on that may concern or interest him.
10. The negroes must be made to obey & to work which may be done by an overseer; who attends regularly to his business, with very little whipping. Much Whipping indicates bad tempered, or inattentive manager, & will not be allowed.

The Overseer must never on any occasion unless in self defence--kick a negro, or strike with his hand on a stick, or the end of his whip. No unusual punishment must be resorted to without the Employer's consent.

11/ It is distinctly understood in the agreement with every Overseer that whenever dissatisfied he can quit the Employer's service on giving him one months notice in writing & that the Employer may discharge him at any time by paying him for his services up to that period at the same rate as he agreed to pay for the year. All use of spirituous liquors by the Overseer is objected to, & should he get drunk he must expect to be instantly discharged.

Allowances: Allowances are given out once a week. No distinction is made among work-hands, whether they are full hands or under field hands or adjuncts about the yard, stable &c.

Meal.-- Every work hand has an allowance of one peck of meal a week, the measure to be filled

& piled as long as it will stand on it, but not packed or shaken: Meal is to be given out every Sunday morning.

Meat. When bacon, or pickled pork, alone is given every work hand receives 3 lbs. a week: Of fresh pork (uncured, but salted) $3\frac{1}{2}$ lbs: of & fresh beef 4 lbs; of pork offal $4\frac{1}{2}$ lbs.

Molasses When 1 pint of Molasses is given the meat allowance is reduced to $2\frac{1}{2}$ lbs of bacon or pickled pork: 3 lbs of fresh pork or beef, or $3\frac{1}{2}$ lbs of pork offal. Mixed allowances of bacon & fresh meat are given in the same proportion. The entire amount meat is weighed out from the smoke-house & divided satisfactorily in the presence of the Overseer. Fresh beef may be given late in the summer, & on 'till Spring, fresh pork & pork offal only at hog killing times, Meat & molasses are given every Monday night. Each ditcher who does full work without occasioning annoyance for a week, receives an extra pound of meat on Wednesday ^{Saturday} night. The drivers are allowed to have a small

extra of meat whenever they may apply for it which is but rarely done. They receive also an extra pint of molasses every week.

Dram Each ditcher receives every night, when ditching, a dram (jigger) consisting of $1/3$ water & $2/3$ whiskey, with as much asafoetida as it will absorb, & several strings of red pepper in the barrel. The dram is a large wine glass full. On cotton picking time when sickness begins to be prevalent, every field hand gets a dram in the morning before leaving for the field. Also after a soaking rain all exposed get a dram before changing their clothes and in corn shelling those exposed to the dust from the sheller & fan, and any negro exposed at night while keeping watch. Drams are never given as rewards, but only as medicinal.

Tobacco From the second hoeing, or early in May, every work hand, who uses it, receives an occasional allowance of tobacco--about $1/6$ of a pound, usually after some general operation as a hoeing, plowing, &c. This is continued until their

crops are gathered, when each negro can provide for himself.

shirts of
Clothing Each man gets in the fall 2 cotton shirt drilling, a pair of woolen pants, & a woolen jacket: In the spring 1 shirt of cotton shirting, & 2 pr. cotton pants.

Each woman gets in the fall 6 yds of woolen cloth, 6 yds. of cotton drillings & a needle skein of thread & $\frac{1}{2}$ doz. buttons: In the Spring 6 yds of cotton shirting & 6 yds of cotton cloth similar to that for mens pants & needly thread & buttons.

Each worker gets a stout pair of shoes every fall, & a heavy blanket every third year.

Children There is a separate building under the charge of a trusty nurse, where the children are kept during the day. Weaned children are brought to it at the last horn-blow in the morning--about good day light. The unweaned are brought to it at sun rise, after being suckled, slept in cradles in charge of the nurse.

Allowance is given out daily to the children, at the rates of about 1/3 of meal & meat given to work hands for each child. An abundant supply of vegetables should be always at hand in a garden cultivated for the especial purpose, to ^{be} cooked with their meat. Each ^{must} child have daily at least 1 pint of skimmed milk: Their food should be cooked by the nurse & consist for breakfast & supper, of hominy & milk & cold corn bread, for dinner, of vegetable soup- usually pot liquor-- & dumplings or bread, cold bread, or potatoes, should be kept on hand for occasional demands between meals. Their meat may be the same as that given to work hands, except that the only fresh meat allowed them should be the beef for soup. They should have a little molasses once or twice a week, & a well roasted sweet potato every day. Each child should be provided with a pan & spoon to be placed in charge of the nurse.

Clothing Each child gets 2 shirts of cotton drilling every fall, & 2 of shirting in the spring made

made very long. The girls get a frock, & the boys a pr. of pants reaching the neck & with sleeves, every fall & spring--of lighter woollens in the fall than that given to the work hands. They return these things every year.

Each child gets a blanket every 3rd year. Children born in the interval can have a blanket ^{at the} ~~the~~ time, or the fall following, ^{are} according to the mother's necessities. Mothers required to put entirely clean clothes on their children twice a week, & ^{it is the} ~~it should be~~ duty of the nurse to report any omission to do so.

Sucklers. Sucklers are not required to leave their houses until sun rise, when they leave their children at the childrens house before going to the field. The period of suckling is one year. Their work lies always within $\frac{1}{2}$ mile of the negro quarter. They are required to be cool before commencing to suckle--to wait 15 minutes, at least, in summer after reaching the childrens house before nursing. It is the duty of the nurse to see that none are heated when

when nursing, as well as of the overseer & his wife occasionally to do so. They are allowed 45 minutes at each nursing to be with their children. For 6 months (after 1 month's confinement) they return three times a day to nurse their infants -- in the middle of the fore noon, at noon & in the middle of the afternoon. 'Till the 12 mo. they return but twice a day, missing at noon. During the 13th month they return at noon only. Each woman on weaning her child is required to put it entirely in charge of some woman without a child for two weeks & not to nurse it at all during that time. The amount of work done by a suckler is about $\frac{3}{5}$ that of a full hand, a little increased toward the last.

Old. &c Those who from age deformity or injuries are unable to keep up with prime hands are put in the sucklers gang.

Pregnant. Pregnant women; at 5 months, are also put in the suckler's gang.

Confinement. The regular plantation midwife shall at-

send all women in confinement. Some other woman learning the art is usually with her during delivery. The confined woman lies up one month, the midwife remains in constant attendance for 7 days. Each woman in confinement has a bundle given to her containing articles of clothing for the infant, pieces of cloth & rag & some pleasing nourishment (as sugar, coffee flour & rice) for the Mother.

Sickness. There is a hospital adjoining the childrens house where all the sick are brought. None are allowed to remain at their own houses while sick. Every reasonable complaint must be promptly attended to & with any marked or general symptom of sickness, however trivial, a negro may lay up a day or so at least. Homeopathy is exclusively practiced, as no physician is allowed to practice on the plantation--there being no homoeopathist convenient- each case has to be examined carefully by the master or overseer to ascertain the disease. The remedies next are

to be chosen with the utmost discrimination. The vehicles (tumblers & spoons) for preparing & administering with are to be thoroughly cleansed. The directions for treatment, diet, &c most implicitly followed, the effects & changes cautiously observed & finally the medicines securely laid away from accidents & contaminating influences. In cases when there is the slightest uncertainty the books must be taken to the bed side & a thorough & careful examination of the case & comparison of remedies made before administering them. The overseer must keep a record of medicines administered each day & the hour of giving them the prescription book.

Hours. The first morning horn is blown an hour before day in the morning. All work hands are required to rise & prepare their cooking, &c for the day. The second horn is blown just at good day light when it is the duty of the driver to visit every house

& see that all have left for the field. The plow hands leave their houses for the stable at the summons of the plow driver, 15 minutes earlier than the gang the Overseer opening the stable doors to them. At 11½ A. M. the plow hands knock off & repair to the nearest feeding house. At 12 A. M. the gang knock off to eat dinner. At 1 P. M. through the greater part of the year all hands return to work. In summer the intermission increases with the heat to the extent of 2½ hours. At 15 minutes before sun-set the plow hands, & at sun-set the ^{rest} gang, knock off work for the day. No night work is ever exacted. At night the negroes are allowed to visit among themselves until horn blow, after which no negro must be seen out of his house & it is the duty of the driver to go around & see that he is in it. The night horn is blown at 8½ P. M. in winter & at 9 P. M. in summer.

Driver. The head driver is the most important negro on the plantation. He is to be treated with more respect than any other negro by both master & overseer. He is on no occasions to be treated with any indignity, calculated to lose the respect of the other negroes, without breaking him. He is required to maintain proper discipline at all times. To see that no negro idles or does bad work in the field & to punish it with discretion on the spot. The driver must never be flogged except by the master, but in emergencies that will not admit of delay. Of this however, he is to be kept in entire ignorance. He is permitted to visit the master at any time without being required to get a card, though in general he is expected to inform the overseer when he leaves the place & present himself on returning. He is expected to communicate freely whatever attracts accord to

his attention or he thinks information of interest to the owner. He is a confidential servant & may be a guard against any excesses or omissions of the overseer.

Marriage. Marriage it to be encouraged as it adds to the comfort, happiness & health of those who enter upon it, besides insuring a greater increase (No Marriages will be allowed with negroes not belonging to the master) & permission must always be obtained from the master before marriage) at-home When sufficient cause can be shown on either side a marriage may be annulled, but the offending party must be severely punished. Where both are in wrong both must be punished & if they insist on separating must have 100 lashes apiece. After such separation neither can marry again for three years. As an encouragement to marriage the first time any two get married a bounty of \$5.00 to be in-

vested in house hold articles, or an equivalent of articles, shall be given. If either has been married before the bounty shall be \$2.50 or equivalent. A third marriage shall not be allowed by in extreme cases & in such cases, or where both have been married before, no bounty shall be given.

Church. All are privileged & encouraged to go to church on ^{Sundays} preaching but no religious meeting is allowed on the plantation beyond singing & prayer & at such times as will not conflict with the plantation ^{hours} & always with the permission of the master or overseer.

Visiting. Visiting with strange negroes is positively forbidden. Negroes living at one plantation & having wives at the other are privileged to visit them only between Saturday night & Monday morning & must get a pass card at each visit. The pass consists of a card with the full name of the place

of destination on it, & the first letter of the name of the place left ^{below.} on it. The card must be delivered to the Overseer immediately on reaching the place named on it & a return card asked for just before returning. The card is the recognized & required pass on all visiting & any negro leaving the plantation without it shall be punished on detection by the Overseer & is liable to punishment from any one meeting him. Not more than six ordinarily at a time can leave the quarter, except for church. Negroes are subject to the regulations of the place they are at any moment upon & it is as much the duty of the overseer & driver to observe them as those under their ordinary charge.

Town. Each work hand is allowed to go to town once a year (the women always selecting some of the men to go for them) on a Sunday between crop gathering & Christmas.

Not more than ten shall be allowed to go the same day. The head driver shall have a cart some Saturday after Christmas that it is convenient for him to go to town.

Negro patches. Adjoining each negro house is a piece of ground convenient for a fowl yard & garden. No fowl yard or garden fence shall reach nearer than 60 feet to the negro houses. Negroes may have patches in various parts of the plantation (always getting permission from the master) to cultivate crops of their own. A field of twelve acres size shall be planted in & cultivated in the same manner as the general crop the produce of which is divided ^{equally} among the work hands. Negroes are not allowed to grow crops of corn or cotton for themselves nor to have any cattle or stock of any kind of their own.

Holydays. At Christmas a holyday of three or four days is given, commencing on Christmas

day. On that day, if not a Sunday, a barbecue is given, beef or mutton & pork, coffee & bread being bountifully provided. Unless a general desire is expressed at both ^{plantations} places to unite, each plantation shall have a separate barbecue. There is also one day's holiday & a barbecue in August. No strange negroes shall be allowed to attend nor shall any of the neighbors be invited by the Overseer without the Employer's consent. After planting in the Spring a day shall be allowed the negroes to scour their houses thoroughly--floor & walls--and to clean the yard. The Overseer shall see that this is fully executed

Rewards. The head driver receives on Christmas day \$5.00 from the master; the plow-driver \$3.00, the nurse \$1.00 & midwife \$2.00 each- if there is an actual increase of two children on the place, the ditch driver \$1.00 & the stock minder \$1.00. Any of these may be withheld where any negligence or misbehavior has occurred in the various

departments, attributable or not promptly reported or corrected by the recipients. For every infant 18 months old & in sound health that has been properly attended to the Mother shall receive a muslin or calico dress.

Punishment. The following is the order in which offences must be estimated & punished; 1st Running away. 2^d Getting drunk or having spirits. 3rd Stealing hogs. 4th Stealing. 5th Leaving plantation without permission. 6. absence from house after horn blow at night. 7 Unclean house or person. 8 Neglect of tools. 9 Neglect of work. The highest punishment must not exceed 100 lashes in one day not severely given & only in extreme cases. In general 15 to 20 lashes will be a sufficient flogging. In every case the hands must be secured by a cord and ordinarily the punishment be stopped instantly that a proper spirit is manifested by the culprit. Punishment must

always be given calmly & deliberately & never when angry or excited.

Horses. Every horse & mule, when in use must be curried by the hands using them before removed from the stables in the morning & at 12 o'clock; also in the evening whenever they appear unusually sweaty or fatigued. They are fed twice a day; at night as much as they can eat, generally nearly 1 peck of corn and about 8 lbs. of mules, fodder or hay, & at 12 o'clock 6 to 8 ears of corn & about 2½ lbs of fodder each, when idle they require about 1/3 less of food & are curried but once a week--on Sunday morning. There must be three waterings when idle & four when at work--always morning & evening & before & after 12 o'clock feeding when at work, but only before when idle. One gill of salt of the best quality is given to each horse & mule every other day, unless soaked corn

is used. Soaked corn is fed only in the winter & is prepared by putting the corn in the chuck, into a hoghead in the morning when $2/3$ of a gill of salt for each horse & mule is sprinkled over & water enough added to cover it. Soaked corn is fed only at night. Horses are haltered in separate stables. Mules are left loose in another stable. Fresh straw must be added daily sufficient to have a dry, clean bed at night. At each cleaning of the stables 100 bu. of charcoal for each horse & mule is put in with the straw which together must come within 2 ft. of the top of the trough.

Hogs. The stock minder must feed the hogs ^{once at least} daily giving at each feeding at the rates of $1\frac{1}{2}$ bu. of inferior corn to every 100 heads, little & big. The stock hogs, must be kept in a separate enclosure from those intended for killing others must be pens with small apertures for pigs to enter & eat shelled corn

to avoid being trampled by the large hogs. From time to time marking, spaying & castration must be attended to & those not reserved for stock hogs put with the hogs intended for killing.