SUPPLEMENT IV.

# DIGEST OF THE SYSTEM OF CIVIL GOVERNMENT.

He also has oversight over several of the Government's charitable and benevolent institutions. For the purpose of handling properly the busi-ness connected with most of the subjects mentioned, there are bureaus for a longer period than for two years); to provide and maintain a navy; to for the Lieutenant-Governor is to act as the presiding officer of the State organized for the purpose. Department are as follows: First assistant secretary of the interior, tion of the land and naval forces; to establish postoffices and post-roads; act as Governor until such vacancy was filled by election; and in all \$4,500 per year; assistant secretary, \$4,000; chief clerk, \$2,750; assist-ant attorney-general (Dept. of Interior), \$5,000; commissioner of the limited times, to authors and inventors, the exclusive right to their re-of the Senate, a President pro tempore is chosen by that body. The General Land Office, \$5,000; commissioner of the Pension Office, \$5,000; commissioner of the Pension Office, \$5,000; commissioner of the Pension of the Pateht Office, \$5,000; commissioner of the Pension Superintendent of Lieutenant-Governor has no vote in the Senate except in cases of a tie on the high seas and offenses against the law of nations; to exercise exclusive legislation over the District of Columbia and places purchased SECRETARY OF STATE. 

DEPARTMENT OF AGRICULTURE, This department was formerly connected with the Interior Depart-ment, but in 1889 it was reorganized and made independent, and the Secretary of Agriculture was made a member of the Cabinet. The head of this department is appointed by the President, and receives a salary f this department is appointed by the President, and receives a salary of \$8.000 per annum The general duty and design of the Department of Agriculture is to acquire and diffuse among the people of the United States useful information on subjects connected with agriculture in the most general and exported from any State. No preference can be given by any regula-comprehensive sense of that word, and to procure, propagate and dis-tion of commerce or revenue to the ports of one State over those of ribute among the people new and valuable seeds and plants. The following is a list of the chief officials connected with the

chief of Bureau of Animal Industry, \$3,000; statistician, \$2,500; chemist, \$2,500; entomologist, \$2,500; botanist, \$2,500; ornithologist, \$2,500; cheif of forestry division, \$2,000; pomologist, \$2,500; chief of vegetable pathol-ogy division, \$2,000; microscopist, \$2,500; director of office of experi-mental stations, \$25,000; chief division of accounts, \$2,500; chief of division of records and editing, \$2,500; chief of division of illustrations and engravings, \$2,000; horticulturist, \$2,500.

# DEPARTMENT OF JUSTICE,

The head of the Department of Justice is the Attorney-General, who is appointed by the President, and receives a salary of \$8,000 per annum. The principal assistant of the Attorney-General is the Solicitor-General, who receives \$7,000 per year. There are a number of assistant attorney-generals who receive \$5,000 per annum, and a special assistant attorney-general is appointed for nearly all of the various departments, including the Treasury, State, Post Office and Interior Departments. nected with the Department of Justice, such as examiner of titles, who receives \$2,750 per annum; superintendent of buildings, \$2,500; ap-pointment and disbursing clerk, \$2,000, and attorney in charge of pardons, \$2,400. The Attorney-General is the legal adviser of the President, and it is the duty of the Department of Justice to give all opinions and render all services requiring the skill of persons learned in the law necessary to enable the President and other officers of the various Government departments to discharge their respective duties. This department is also required to prosecute or defend all suits or proceedings in which the United States is interested. The Attorney-General has general supervision over all the solicitors for the various departments; and also exercises general superintendence and direction over all United States district attorneys of all the districts of the United States and Territories.

#### INDEPENDENT DEPARTMENTS.

here are several independent departments, which, although none | ment of the Governor, by and with the consent of the State Sen of them are as important as the foregoing, and their heads are not Cabinet members, yet they form a very necessary part and attend to rery important branches of the National Governi Government Printing Office. The head of this branch of public | Union, and is elected by a direct vote of the people. The term of office work is the Public Printer, who is appointed by the President, and | varies materially in the different States, ranging from two to six years receives a salary of \$4,500 per year. His chief clerk is paid \$2,400 per | As to the matter of salary that the Governor receives, it also differs year, and there is a foreman of printing and a foreman of binding, widely throughout the different States and is subject to frequent change.

Department of Labor. The general design of this department is to ollect, assort and systematize statistical details relating to the different ranches of labor in the United States. The head of this department is The powers and duties that devolve upon the Governor are about branches of labor in the United States. The head of this department is known as the Commissioner of the Department of Labor, and he is paid a salary of \$5,000 per annum. His chief clerk receives \$2,500 per year, and disbursing clerk \$1,800.

#### JUDICIARY.

The judicial powers of the United States are vested in the following named courts, viz.: The United States Supreme Court, consisting of one chief justice and eight associate justices; the United States Court Claims, which consists of one chief justice and four judges; the United States Circuit Court of Appeals; and the United States Circuit and District Courts. All judges of United States Courts are appointed or life, or during "good behavior." The chief justice of the United States Supreme Court receives a salary of \$10,500 per annum, and the associate justices \$10,000 each. The circuit judges receive a salary of \$6,000 each per annum, district judges \$5,000, and judges of the Court of Claims \$4,500 each per year. The jurisdiction of the United States Courts extends to all cases in law and in equity arising under the Constitution, the laws of the United States, and treaties: to all cases affecting ambassadors, other public

ninisters and consuls; to all cases of admiralty and maritime jurisdiction; to controversies to which the United States shall be a party; to controversies between two or more States: between a State and a citizen f another State; between citizens of different States; between citizens of the same State claiming lands under grants of different States. In all cases affecting ambassadors, other public ministers and consuls, and those in which a State is a party the Supreme Court has original jurisdic tion. In the other cases the Supreme Court has appellate jurisdiction. | requisitions upon the executives of other States for parties charged with

LEGISLATIVE DEPARTMENT. The legislative powers of the United States are vested in a Con hich consists of a Senate and House of Representatives, and gress, which consists of a Senate and House of Representatives, and which meets annually at Washington on the first Monday of December The constitution gives to Congress the following general powers: y and collect taxes, duties, imposts and excises; pay the debts of the United States; borrow money on the credit of the United States; to reg-ulate commerce; to establish uniform laws on naturalization and bankuptcy; to coin money and regulate the value thereof; fix the stand he is allowed a fixed salary, but it is provided that if the duties of Gov- cute breaches of trust in the administration of the same; and when

anized for the purpose. The salaries paid to the principal officials connected with the Interior | ures on land and water; to make rules for the government and regula-Senate or Upper House of the State Legislature. In case a vacancy The salaries paid to the principal officials connected with the Interior | ures on land and water; to make rules for the government and regula-should occur in the office of Governor, the Lieutenant-Governor would

stitution in the Government of the United States, or in any department of officer thereof." The Constitution expressly forbids Congress making the privilege of the writ of habeas cortes except in cases of rebellion or another. No title of nobility can be granted. Every law passed b Congress must be submitted to the President for his approval. If h Department of Agriculture and their salaries, and the list will also serve returns it with his objections, or vetoes it, the measure may be passed to indicate the various lines of work handled by and the various duties which devolve upon the department, viz.: Assistant secretary of agri-culture receives \$4,500 per annum; chief of Weather Bureau, \$4,500; Senators from each State in the Uhion. They are elected by the Legisla-

The House of Representatives is the "Lower House of Congress." Each State in the Union is divided into congressional districts, of as nearly equal population as is practicable. In each district a represent-ative is elected by the people for a term of two years, and each is paid a salary of \$5,000 per year. Besides these, a delegate from each organ-ized Territory is admitted to the House of Representatives, who is not ntitled to vote, but has the right to debate on all subjects in which the Cerritory which he represents has an interest. No person can be a reps, including the Treasury, State, Post Office and Interior De-Besides these there are a number of special officials con-the Department of Justice, such as examiner of titles who

# STATE GOVERNMENT.

HE method of State government throughout the United States follows very closely the general plan of government that pre-vails in national affairs. The various functions of government State affairs are handled in departments, with a State officer are governed under a constitution, which outlines and defines the powers which each of these departments shall exercise and possess. All of the most important State officials are elected by the people, but in many of the States the less important offices are filled by appoint-GOVERNOR

The Governor is the highest executive officer in all the States of the year, and there is a foreman of printing and a foreman of binding, each of whom receive \$2,100 per annum. Civil Service Commission. This commission consists of three com-missioners, each of whom are paid \$3,500 per year. The chief examiner connected with the commission is paid \$3,000 per annum, and the secretary \$2,000. Interstate Commerce Commission. This commission was created for the purpose, and charged with the duty, of seeing that the laws regu-lating interstate commerce were faithfully executed and observed, and to prevent unjust discrimination on the part *x* railway corporations and common carriers. The commission of the United States, each of whom receives a salary of \$7,500 per year. The secretary of the commission receives a salary of \$7,500 per year. The secretary of the commission that would be common to all the States is that he must be a citizen of the State in which he is elected. In most of the States, in addition to

> law, and is authorized to take summary possession of such property. He is expected to communicate by message to each session of the State legislature such information or recommendations regarding State affairs 'as he may deem necessary and proper, and he is empowered to call extra sessions of that body whenever the public welfare may demand. He ccounts to the same body for all moneys received and paid out, and essents estimates of amounts to be raised by taxation for various pur-oses. He has a negative (or veto) upon all laws passed by the Legislature, but it is provided that measures may be passed over his veto by a two-thirds vote of that body. The Governor is commander-in-chief of the State military or naval forces, and has authority to call out such forces to preserve peace and execute the laws when the local authorities are unable to accomplish this. He may require the opinion of the various State officers upon any subject relaying to their respective offices, and examines and approves the bonds of State officials. In many States the Governor has power to grant reprieves and pardons, after conviction for all offenses against the State except in cases of impeachment; bu in a few of the States the pardoning power is vested inta board selected for that purpose, of which the Governor is generally ex-officio a member. The Governor has the appointment of a number of State officers, and in many cases if an elective office becomes vacant he has power to fill it by appointment; has power in many States to suspend a State officer, or even a county officer, pending a legal investigation. The Governor issues crime who escape to other States, and he has power to issue warrants for

# LIEUTENANT-GOVERNOR.

fleeing criminals upon requisition of other Governors.

The office of Lieutenant-Governor does not exist in all of the States officer is only known as the President of the State Senate. In some of | sary, drafts for contracts or other writings relating to subjects in which the States the Lieutenant-Governor is paid a certain amount per day during sessions of the Legislature or General Assembly, and in others tion of funds appropriated to the various State institutions, and prose-

ENTERED ACCORDING TO ACT OF CONGRESS IN THE YEAR A. D 1895, BY GEO. A. OGLE & CO., IN THE OFFICE OI THE LÍBRARIAN OF CONGRESS AT WASHINGTON, D. C.

SECRETARY OF STATE. The office of Secretary of State is one of the most important offices within the gift of the people of a State, and the office exists under this name in every State in the Union. The Secretary of State may be said to be the official secretary of the Governor, and countersigns all comnissions issued by the chief executive, and he is the custodian of th Great Seal of the State. As a rule it is the duty of the Secretary of State to call the House of Representatives to order and preside until a temporary presiding officer, or Speaker, is elected. It is his duty to see that halls are prepared for the Legislature or General Assembly; he prepares the legislative manual and causes it to be printed and disted; secures the printing and distribution of the State laws; indexes nd files executive documents; provides and distributes election blanks; has charge of all books, bills, papers, etc., of the Legislature, and i practically "keeper of all public acts, laws, records, bonds, etc." The Secretary of State is required to keep a register of all the official acts of he Governor, and affixes the Seal of the State to all official commissions

etc., keeps a record of them, and is obliged to give any person a copy of the same when demanded. In all of the States the Secretary of State is ex-officio member of a number of the official State boards, but no list of these could be given that would apply to all States, as they are differen in the various States. STATE AUDITOR The office of Auditor of State exists under one name or another' i early every State in the Union. The title of this office, however, is not like in all the States, as in many of them, notably California, Connecticut, Florida, Georgia, Maryland, Nevada, New Jersey, New York, South Carolina, Tennessee, Texas, and a few others, it is known as State Comptroller. In a few of the States, including Michigan and Pennsyl-vania, the office is called Auditor-General, and in two of the States the oublic accounts are audited by a Board of Auditors. In all the States, rever, the duties that devolve upon this branch of the State government are practically the same, and a general explanation of the scope of work handled by the State Auditor in one State will apply, except a egards minor details, to all of the States. It is the duty of the State

Auditor to keep the accounts of the State with any other State or Terri-tory, and with the United States and all public officers, corporations and ndividuals having accounts with his State. He audits the accounts of all public officers who are to be paid out of the State Treasury, and all persons who are authorized to receive money out of the State Treasury. In fact, all claims against the State which are to be paid out of the State Treasury must be presented to the Auditor, who, after the same is adjusted, issues warrants therefor payable at the Treasury. A complete record of each warrant is kept by the Auditor, who also keeps an account with the State Treasurer, charging him with all moneys paid into the Treasury, and giving credit for all warrants paid, and the books and vouchers of the Treasury must balance therewith, as settlements are made between these two officers at stated intervals. In a number of the States the Auditor is charged with a general supervision over certain

the State. STATE TREASURER

This is one of the most important executive offices in the gift of the people of a State. The State Treasurer handles vast sums of the people's money, and as a rule a very heavy bond, ranging from \$500,000 up into the millions, is required of him; and generally the Governor is empowered to demand additional bonds if he deems the bond insufficient. to fully protect the State. The duties of the State Treasurer are implied by the title of the office, and they are very much the same throughout all of the States of the Union. The State Treasurer is custodian of all the State funds. He deposits these funds in banks, which give bonds to secure the Treasurer or State against loss, and which pay interest on daily balances. The Treasurer pays out State funds only on warrants issued or signed by the State Auditor, or other proper official, and a full record of all warrants is kept in both the auditing office and Treasurer's office. The plan by which the Treasurer receives the revenues of the State is different in different States. In some States the Auditor issues an order for him to receive the same and charges the amount against the Treasury. others he is charged with all moneys which he is entitled to receive, and hen given credit for delinquencies. In still other States the Treasurer issues duplicate receipts for all moneys paid in, which must be counter-signed by the Auditor to be valid, and one of these must be deposited with the Auditor, so he may charge the amount against the Treasurer. In this way a double system is carried on—both Auditor and Treasu keeping a full account of all moneys received and paid out, and their books and accounts must balance, as at stated intervals the Treasurer temized statement to each session of the Legislature. In nearly all o the States the law is very explicit in outlining the duties of the State Treasurer, the following being very common provisions in relation to

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the office, viz.: That a complete record of all moneys must be kept showing what is received or paid out of the various "funds," which "funds" must be exhibited in separate accounts. In several of the States the Governor and one or two other State officials constitute a poard, which must at certain fimes examine and check up the accounts books and vouchers of the State Treasurer and ascertain the amount of funds in the Treasury. ATTORNEY-GENERAL

The Attorney-General, as the name implies, is the general legal counsel or lawyer for the various branches of the State government. In all of the States the powers and duties of the Attorney-General are very milar. It is his duty to appear for the State in all actions and proceedings in the Supreme Court in which the State has an interest; to nstitute and prosecute in all courts all actions, either for or against a State officer, in which the State has an interest; to consult with and advise the various county or state's attorneys in matters relating to their official duties, and when public interest requires he assists them in criminal prosecutions. It is his duty to consult with and advise the Governor and other State officers, and give, when requested, written opinions on legal or constitutional questions relating to their official duties, and to give written opinions when requested by the Legislature

tor, dairy commissioner.

essary prosecute corporations for failure or refusal to comply with the laws; to prosecute official bonds of delinquent officers or corpora-tions in which the State has an interest. The Attorney-General is equired to keep a record of all actions, complaints, opinions, etc. STATE SUPERINTENDENT OR SUPERINTENDENT OF PUB-LIC INSTRUCTION.

This is an office which exists in nearly every State in the Union. In three or four of the States the management of the educational interests of the State is vested in a State Board of Education, but in these cases he secretary of the board assumes most of the detail work that in most of the States devolve upon the State Superintendent. The full title given to this office is not the same in all of the States, but it is generally called "State Superintendent of Public Instruction or Public Schools." In Ohio, Maine and Rhode Island, and a few others, the office is termed Commissioner of Schools."

The duties of the State Superintendent are very much alike in all of the States, as he is charged with a general supervision over the educational interests of the State and of the public schools. In many States his authority is not limited to the public schools, and he is authorized by law to demand full reports from all colleges, academies or private schools. It is his duty to secure at regular intervals reports from all by law to demand full reports from all colleges, academies or private schools. It is his duty to secure at regular intervals reports from all public educational institutions and file all papers, reports and docu-ments transmitted to him by local or county school officers. He is the general adviser and assistant of the various county superintendents or school officers, to whom he must give, when requested, his written opinion upon questions arising under the school law. It is also his duty to hear and determine controversies regiong under the school laws comto hear and determine controversies arising under the school laws comto hear and determine controversies arising under the school raws com-ing to him by appeal from a county superintendent or school official. in the hands of a State board, while in others, instead of having a State official He prepares and distributes school registers, school blanks, etc., and is generally given the power to make such rules and regulations as are necessary to carry into efficient and uniform effect the provisions of the laws relating to schools. The State Superintendent is required to make necessary to carry into encient and uniform enect the provisions of the laws relating to schools. The State Superintendent is required to make a detailed report to each regular session of the State Legislature, show-ing an abstract of the common school reports; a statement of the condi-tion of public schools and State educational institutions; the amount of tion of public schools and State educational institutions, the amount of money collected and expended, and all other matters relating to the schools or school funds that have been reported to him. He is for-bidden from becoming interested in the sale of any school furniture, book or apparatus

#### STATE LIBRARIAN.

In nearly all of the States the laws provide for a State officer under the title of "State Librarian." As a rule the office is filled by appointment of the Governor, although in a few States it is an elective office and is filled by direct vote of the people. The State Librarian is the and is fined by direct vote of the people. The state Librarian is the custodian of all the books and property belonging to the State Library, and is required to give a bond for the proper discharge of his duties and safekeeping of the property intrusted to his care, as in many of the States the State Library is an immensely important and valuable collection. In some of the States the Supreme Court judges prescribe all library rules and regulations. In others they have a Library Board of Trustees, which is sometimes made up of the Governor and certain other State officials, who constitute a board of commissioners for the management of the State Library.

### ADJUTANT-GENERAL.

In nearly all of the States provision is made for an Adjutant-General, who is either elected by the people or appointed by the Governor. The name of the office implies the branch of work which is handled by its incumbent. It is the duty of the Adjutant-General to issue and trans-mit all orders of the Commander-in-Chief with reference to the militia or military organizations of the State. Herekeeps a record of all military officers commissioned by the Governor, and of all general and special orders and regulations issued, and of all other matters relating to the men, property, ordnance, stores, camp and garrison equipage pertain-ing to the State militia or military forces. ing to the State militia or military forces.

## PUBLIC EXAMINER OR BANK EXAMINER

This is a State office that is found in only about one-half of th States. In some States, it is known as Bank Comptroller and in others the duties which devolve upon this officer are handled by a "department" in the State Auditor's office. The general duties and plan of conduct-ing this work, in many respects, is very similar, but there is a great dif-ference between the various States in the officers who attend to it. keeper, and cannot be an officer of any of the public institutions, nor nterested in any of the financial corporations which it may be his duty has one vote upon all questions, and the right to be heard in advocating to examine. He is charged with the duty of visiting and inspecting the financial accounts and standing of certain corporations and institutions In filling all of the most important State offices that are to be appointed organized under the State laws. In several of the States it is also made his duty to visit certain county officials at stated intervals, and inspect the Senate. their books and accounts, and enforce a uniform system of bookkeeping by State and county officers.

### COMMISSIONER OR SUPERINTENDENT OF INSURANCE.

In all of the States of the Union the department relating to insur-ance has grown to be an important branch of State government. The House is given the sole power of impeachment, method of controlling the insurance business differs materially in many of the States, although they are all gradually moving in the same direc-tion which all matters. tion, viz., creating a department or State office in which all matters the House. relating to insurance and insurance companies are attended to. In former years, in nearly all of the States, the insurance business formed a department in the State Auditor's office, and was handled by him or his pointees. Now, however, in nearly all the Northern States and many if the Southern States, they have a separate and distinct insurance partment, the head of which is either elected by the people or appointed by the Governor. The duties and powers of the insurance department of the various States are very similar. A general pro-vision is that the head of this department must be experienced in insur-ance matters, and he is prohibited from holding an interest in any insur-ance company. The Commissioner or Superintendent of Insurance has extensive powers concerning insurance matters, and it is his duty to see that all laws respecting and regulating insurance and insurance comorming to the law. Reports are made to him at stated times by the various companies, and he has power to examine fully into their condi-

the laboring classes.

DIGEST OF THE SYSTEM OF CIVIL GOVERNMENT. OTHER STATE OFFICERS.

> In all of the States there exist one or more other State officers in addition to those already mentioned, which are made necessary by local condition or local business interests. It is, therefore, unne ntion any of these at length in this article. It may be stated, how ever, that in all of the States may be found two or more of the following State officers, and further, that each one of the following-named officers s found in some State in the Union, viz.: Superintendent or commissione of agriculture, commissioner of mines, secretary of agricultural board secretary of internal affairs, clerk and reporter of the Supreme Court, commissioner of railways, commissioner of immigration, State printer, State binder, land agent or commissioner, commissioner, register or superintendent of State land office, register of lands, commissioner of schools and lands, surveyor-general, inspector-general, State oil inspec-

### STATE BOARDS.

Besides the officers and departments which have already been mentioned, there are a number of State boards or bureaus that are necessar

The law-making power of every State is termed the "Legislative Department." The legislative power, according to the constitutions of the various States, is vested in a body termed the Legislature or General Assembly, which consists of an Upper and Lower House, designated usually as the Senate and House of Representatives. In a few of the States the Lower House is called "The Assembly." In most of the States the Legislature meets in regular sessions every two years, but this is not the universal rule, as in a few of the States the law provides r annual sessions. In all of the States, however, a provision is made whereby the Governor may, on extraordinary occasions, call a special

LEGISLATURE OR GENERAL ASSEMBLY.

session by issuing a proclamation. The Legislative Department has the power to pass all such laws as may be necessary for the welfare of the State, and carry into effect the rovisions of the constitution. The Legislature receives the reports of the Governor, together with the reports of the various other State offi-cers; they provide by appropriation for the ordinary and contingent expenses of the government; at regular times provided by law they apportion the State into political districts, and make all other provisions for carrying on the State government. There is a general prohibition it will become a law notwithstanding the Governor's veto.

# SENATI

The Senate is the Upper House of the Legislature or General Assem The various States are divided into senatorial districts, in each of by the Governor, the appointments must be approved or confirmed by

# HOUSE OF REPRESENTATIVES.

The Lower House of the State Legislature, in nearly if not quite all the States of the Union, is termed the House of Representatives. Like the Senators, every member of the House has the right to be heard in

# JUDICIARY.

The "Judicial Department" is justly regarded as one of the mos important and powerful branches of government of either the State or Nation, as it becomes the duty of this department to pass upon and interpret, and thereby either annul or give validity to all the most important measures and acts of both the legislative and executive

