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ORGANIZATION AND FUNCTIONS
OF DEPARTMENTS, BOARDS AND
COMMISSIONS

(1st Revision)

August 1945

LEGISLATIVE REFERENCE BUREAU
TERRITORY OF HAWAII

UNIVERSITY OF HAWAII
P. O. BOX 18, HONOLULU 10, T. H.

TERRITORY OF HAWAII

Organization and Functions
of Departments, Boards and
Commissions

(First Revision)

STATE OF HAWAII

JUL 16 2019

LEGISLATIVE REFERENCE BUREAU

Legislative Reference Bureau
Territory of Hawaii
August, 1945

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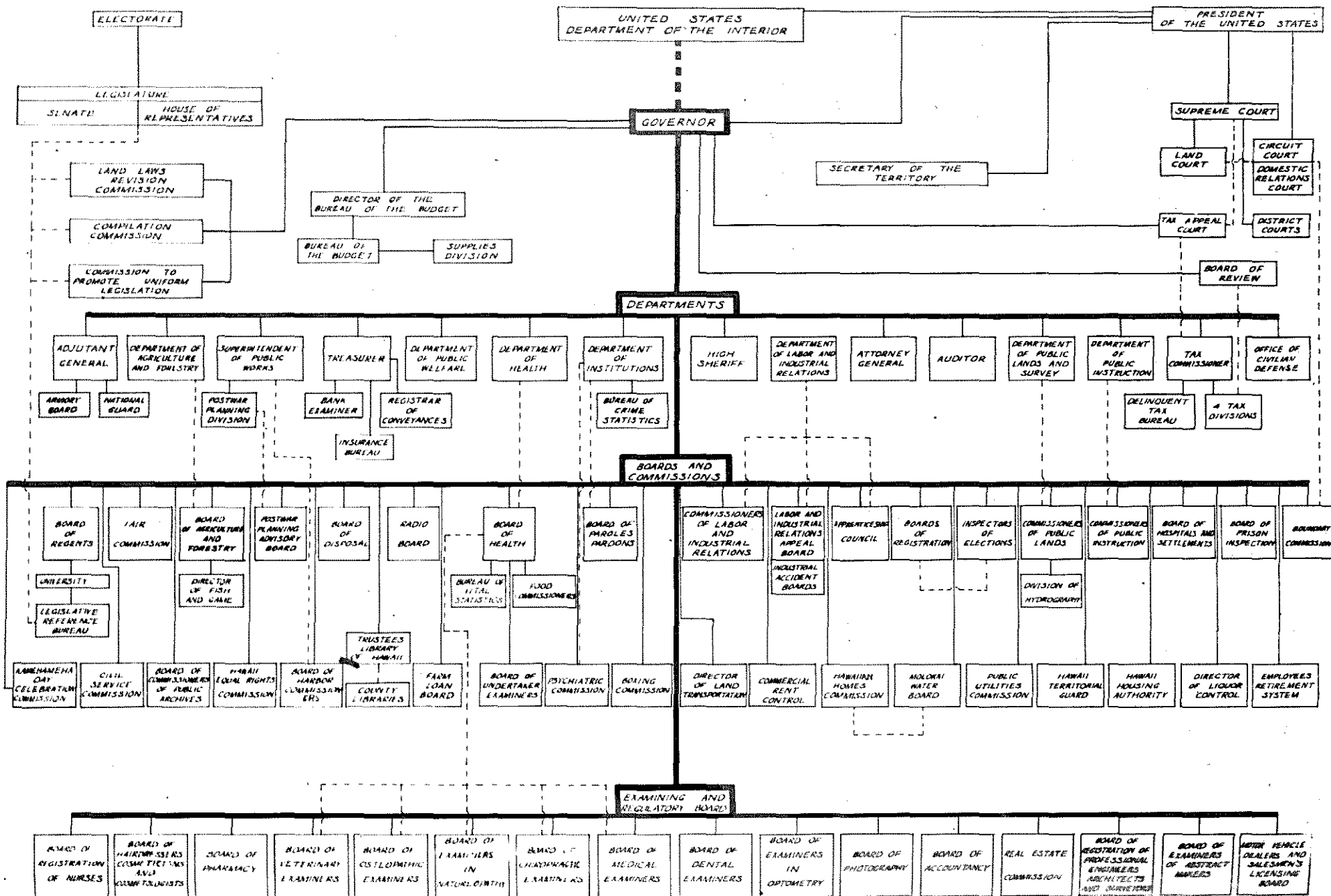
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ORGANIZATION CHART GOVERNMENT OF THE TERRITORY OF HAWAII



1. Name of Agency: GOVERNOR (executive department)
2. Citation: Organic Act, Chapter II, Section 66.
3. When Created: June 1900, as amended July, 1921.
4. Composition: Governor.
5. Head: Governor.
6. How Appointed: By President of the United States.
7. Powers and Duties:
 1. Act as Commander-in-Chief of Militia.
 2. Grant pardons and reprieves.
 3. Be responsible for execution of laws of United States and Territory.
 4. Appoint all subordinate officers as provided in Organic Act and Laws of Territory.

1. Name of Agency: SECRETARY OF THE TERRITORY
2. Citation: Organic Act, Section 69.
3. When Created: 1900.
4. Composition:
5. Head: Secretary.
6. How Appointed: By President of the United States for term of four years.
7. Powers and Duties:
 1. Record and preserve all laws and proceedings of legislature and acts of governor.
 2. Promulgate proclamations of governor.
 3. Transmit to President of the United States, President of the Senate and Speaker of the House of the United States, a copy each of laws and journals of each session of the territorial legislature; also transmit to President, semiannually, copy of executive proceedings.
 4. Become acting governor in case of death, removal, resignation, disability or absence from territory of governor.

1. Name of Agency: ATTORNEY GENERAL
2. Citation: Organic Act, Sections 71, 80; Revised Laws 1945, Chapter 22, Sections 1501-1510.
3. When Created: 1900 (from 1866).
4. Composition: Attorney General and assistant attorney general and deputies he may appoint.
5. Head: Attorney General.
6. How Appointed: By Governor, with consent of Senate, for term of four years.
7. Powers and Duties:
 1. Appear for Territory in all courts of record and the district courts, in all cases in which the Territory may be a party, or be interested.
 2. Detect and prosecute offenders against laws of Territory, enforce all bonds and obligations in favor of the Territory, and prosecute all persons obstructing streets, harbors, highways, streams, or trespassing or wasting portions of the public domain or public property.
 3. Give opinions upon question of law submitted to him by governor, legislature, or department heads.
 4. Give advice and counsel to heads of departments, high sheriff, magistrates and other public officers in matters connected with public duty.
 5. Counsel and aid poor and oppressed and assist them in obtaining their just rights.

1. Name of Agency: TREASURER
2. Citation: Organic Act, Sections 72, 80; Revised Laws 1945, Sections 5801-5812, 5821, 8115, 8120.
3. When Created: Originated 1859.
4. Composition: Treasurer and fiscal agents and deputy treasurers appointed by him.
5. Head: Treasurer.
6. How Appointed: By Governor, with consent of Senate, for terms of four years.
7. Powers and Duties:
 1. Have general supervision over financial affairs of Territory.
 2. Enforce all revenue laws.
 3. Have safe-keeping and disbursement of public moneys.
 4. Appoint fiscal agents to facilitate sale, purchase and redemption of bonds.
 5. Make biennial report to legislature.
 6. Keep clear, distinct and full records of all transactions.
 7. Be responsible for safe-keeping of money and proper disbursement and appropriation thereof.
 8. Appoint first and second deputy treasurers.
 9. Certify copies of vouchers and other documents deposited in his office.
 10. Purchase county bonds or loan money to counties on security of bonds.
 11. Act as ex officio bank examiner, appoint bank examiners, examine, or cause to be examined, banks and liquidate when insolvent.
 12. Perform other duties placed in his charge by law.

1. Name of Agency: BANK EXAMINER
2. Citation: Revised Laws 1945, Sections 5821-5826, 5841, 5846, 8144.
3. When Created: 1913.
4. Composition: Treasurer, first deputy treasurer, ex officio, deputy bank examiner and assistant bank examiners.
5. Head: Treasurer.
6. How Appointed: By Treasurer.
7. Powers and Duties:
 1. Inspect every bank, trust company, building and loan association, fiduciary company or loan company doing business in the Territory at least once every calendar year.
 2. Keep proper records, but do not divulge any information except as required by law.
 3. Examine under oath any of the officers of the corporation and make report of condition of affairs to be filed in treasurer's office.
 4. Order discontinuance of illegal or unsafe practices.
 5. Appraise securities when of doubtful value.
 6. Audit county books once in every calendar six months or oftener, and make report, one copy filed with board of supervisors and one with treasurer of territory.

1. Name of Agency: BUREAU OF CONVEYANCES (Department of Treasury).
2. Citation: Revised Laws 1945, Sections 12710-12719, 12725-12730, 5116, 12387.
3. When Created: 1859.
4. Composition: Registrar, and deputy appointed by him.
5. Head: Registrar of Conveyances.
6. How Appointed: By Governor upon recommendation of Treasurer.
7. Powers and Duties:
 1. Keep "Daily Entry Book" in which he shall enter all deeds and instruments left for record and plans filed.
 2. Keep two sets of indexes of names, grantors, grantees or other party. Make up copies annually and reclassify decennially.
 3. Furnish attested copies of instruments or documents recorded in his office and copies of any map or plan filed.
 4. Make literal copies of all instruments in book of record.
 5. Furnish tax commissioner with abstract of conveyances of real property in each tax division.
 6. Record changes of name by judicial decree or decree of Governor.
 7. Notify attorney general of any violations.

1. Name of Agency: INSURANCE BUREAU
2. Citation: Revised Laws 1945, Sections 8451-8459, 8525-8526.
Laws of 1945, Act 166.
3. When Created: 1917.
4. Composition: Territorial Treasurer, ex officio; deputy commissioner,
appointed by Treasurer.
5. Head: Insurance Commissioner--Territorial Treasurer.
6. How Appointed: Ex officio.
7. Powers and Duties:
 1. Supervise insurance business transacted in Territory.
 2. Examine books, papers or properties of insurance companies,
agents, associations and bureaus.
 3. Report to each legislature on statements of insurance
companies, receipts and disbursements, and amendments to
insurance laws.
 4. Report annually to Governor.
 5. Make appropriate rules and regulations which, when published
in a newspaper, shall have force and effect of law.
 6. Act as Fire Marshal.
 - a. Appoint deputies, clerks and assistants.
 - b. Keep record of all fires in Territory and facts concerning
them.
 - c. Investigate cause, etc., of fires; inspect property for
fire hazards.
 - d. Make regulations for prevention of fires, etc.
 - e. Approve or disapprove plans for construction or alterations
of certain buildings, including hospitals, hotels, schools
and churches.

1. Name of Agency: INSURANCE BUREAU
2. Citation: Revised Laws 1945, Sections 8451-8459.
3. When Created: 1917.
4. Composition: Territorial Treasurer, ex officio, deputy commissioner, appointed by Treasurer.
5. Head: Insurance Commissioner--Territorial Treasurer.
6. How Appointed: Ex officio.
7. Powers and Duties:
 1. Supervise insurance transacted in Territory.
 2. Examine books, papers or properties of insurance companies, agents, associations and bureaus.
 3. Report to each legislature on statements of insurance companies, receipts and disbursements, and amendments to insurance laws.
 4. Report annually to Governor.
 5. Make appropriate rules and regulations which, when published in a newspaper, shall have force and effect of law.

1. Name of Agency: AUDITOR
2. Citation: Organic Act, Sections 77, 80; Revised Laws 1945, Sections 1551-1570.
3. When Created: 1900 (1925 in Revised Laws).
4. Composition: Auditor, deputy auditor, second deputy appointed by auditor.
5. Head: Auditor.
6. How Appointed: By Governor, with consent of Senate, for term of four years.
7. Powers and Duties:
 1. Prepare and submit to governor each fiscal year a balanced statement of income and expenditure.
 2. Make biennial report to legislature.
 3. Make suggestions for better collection and auditing of public moneys and accounts.
 4. Make regulations for effectual check and audit of public accounts.
 5. Determine forms required to supply data for territorial government.
 6. Audit public school accounts.
 7. Prescribe rules and regulations for proper administration of petty cash funds.
 8. Enforce the use of and inspect accounting systems.

1. Name of Agency: ADJUTANT GENERAL
2. Citation: Revised Laws 1945, Sections 13041-13042.
3. When Created: 1909.
4. Composition: Adjutant General, staff.
5. Head: Adjutant General.
6. How Appointed: By President of the United States.
7. Powers and Duties:
 1. Control Military Department of the Territory, subordinate only to the Governor.
 2. Supervise all troops of the line and all departments, arms and branches of military forces.
 3. Make orders and regulations for militia, and attest all commissions and appointments and keep file of all military law, militia regulation and articles of war.

1. Name of Agency: NATIONAL GUARD
2. Citation: Revised Laws 1945, Sections 13030-13035, 13060-13061.
3. When Created: 1903.
4. Composition: Not less than four companies; staff company and departments.
5. Head: (Commander-in-chief--Governor; Adjutant General)
6. How Appointed: By Governor.
7. Powers and Duties:

May be ordered to duty in time of war, insurrection, invasion, public danger or to aid civil authorities on account of any breach of peace, riot or for any other cause, by President or Governor.

1. Name of Agency: HAWAII TERRITORIAL GUARD
2. Citation: Revised Laws 1945, Section 13091; Hawaii Defense Rule No. 64.
3. When Created: April 29, 1941. Organized and activated December 7, 1941.
4. Composition: Militia.
5. Head: Commanding Officer.
6. How Appointed: By Governor.
7. Powers and Duties:

Defend Territory whenever any part of the national guard of the Territory is in active federal service.

1. Name of Agency: ARMORY BOARD
2. Citation: Revised Laws 1945, Section 13050.
3. When Created: 1913.
4. Composition: Three members (commissioned officers of National Guard).
5. Head:
6. How Appointed: By Adjutant General.
7. Powers and Duties:
 1. Make rules and regulations governing care and custody of armories.
 2. Permit use of or temporarily rent such portions of armories as will not interfere with the military use thereof.
 3. Keep suitable accounts.

1. Name of Agency: HIGH SHERIFF
2. Citation: Organic Act, Sections 79, 80; Revised Laws 1945, Sections 1522, 1525-1528.
3. When Created: 1888.
4. Composition: High Sheriff; deputies and police officers appointed by him and approved by attorney general.
5. Head: High Sheriff.
6. How Appointed: By Governor, with consent of Senate, for terms of four years.
7. Powers and Duties:
 1. Chief of Police for Territory, responsible to attorney general, with control and supervision of subordinate offices of the police.
 2. Preserve public peace.
 3. Execute lawful mandates directed to him by judge, court, head of department or other authorized persons.
 4. Arrest fugitives from justice, as well as criminals, and violators of law.
 5. Serve processes through deputies.

1. Name of Agency: SURVEYOR
2. Citation: Organic Act, Sections 78, 80; Revised Laws 1945, Sections 4637, 4639.
3. When Created: 1900.
4. Composition: Surveyor.
5. Head:
6. How Appointed: By Governor, with approval of Senate, for term of four years.
7. Powers and Duties:
 1. Prepare lists of ahupuaas, iliainas and leles within territory on which no legal survey has been made to determine.
 2. Determine boundaries.

1. Name of Agency: SUPREME COURT
2. Citation: Organic Act, Section 80; Revised Laws 1945, Sections 9601-9606, 9613-9615, 9701-9702, 5214-5216, 5210.
3. When Created: 1892.
4. Composition: Chief Justice and two associate justices.
5. Head: Chief Justice.
6. How Appointed: By President of the United States.
7. Powers and Duties:
 1. Take appeals from tax appeal court and prescribe rules relating to procedure in tax appeals.
 2. Examine and license practitioners in the courts of record.
 3. Have general superintendence of all courts of inferior jurisdiction.
 4. Have appellate jurisdiction to hear all cases of law or law and fact brought before it on exceptions, error or appeal.
 5. Have original jurisdiction in questions arising under writs of error, certiorari, mandamus, prohibition and injunction directed to circuit courts or judges, or magistrates.
 6. Issue writs of mandamus, certiorari, prohibition and habeas corpus.
 7. Compel attendance of witness, administer oaths, etc.
 8. Make rules for regulating practice and conducting business of court.

1. Name of Agency: CIRCUIT COURTS
2. Citation: Organic Act, Section 81; Revised Laws 1945, Sections 9631-9634, 9647-9660, 12401-12402; Laws of 1945, Acts 35, 142.
3. When Created: 1892.
4. Composition: One in each judicial district. Six judges for the first circuit, the sixth judge to be the judge of the juvenile court and one other judge assigned to the division of domestic relations. One judge for each other circuit court.
 - 1st--Oahu and all islands not mentioned, including Kalawao.
 - 2nd--Maui, Molokai (excluding Kalawao), Lanai, Kahoolawe, Molokini.
 - 3rd--Hawaii.
 - 5th--Kauai and Niihau.
5. Head: Judge.
6. How Appointed: By President of the United States.
7. Powers and Duties:

Circuit Courts:

1. Have jurisdiction over--
 - a. All criminal offenses under laws of territory committed within their districts or transferred for trial.
 - b. All suits for penalties or forfeitures under laws of territory.
 - c. All causes, civil or criminal, on appeal from other courts.
 - d. Proceedings for forfeiture of franchises of corporate bodies.
 - e. Civil causes at law, except as otherwise expressly provided.
 - f. Equity cases.
2. Hear Rent Control appeals.
3. Make monthly reports to Chief Justice, Supreme Court.
4. Make and revise rules for regulating business of circuit courts.

Circuit Judge in Chambers:

1. Hear and determine all matters of equity.
2. Hear and determine all matters of divorce, annulment, non-support, separation (Judge of division of domestic relations in 1st circuit).
3. Grant probate of wills, appoint administrators and guardians, etc., determine heirs.
4. Admeasure dowry and curtesy and partition real estate.
5. Legalize adoption of children (Judge of Juvenile court in 1st circuit).
6. Select and impanel special jury of inquiry of idiocy, lunacy or other matters to be tried before any judge in his chambers.
7. Issue writs of habeas corpus.
8. Issue writs of error, certiorari, mandamus, prohibition and quo warranto to courts of inferior jurisdiction.
9. Act as juvenile court for hearing cases under Chapter 300 (Judge of juvenile court in 1st circuit).
10. Guardianship of minors (Judge of division of domestic relations in 1st circuit).

Division of Domestic Relations (1st Circuit)

Have jurisdiction over—

- a. Divorce, annulment, separation, desertion and non-support cases.
- b. Guardianship of minors.
- c. All cases involving alimony.

1. Name of Agency: JUVENILE COURT (Circuit Court, 1st Circuit)
2. Citation: Laws of 1945, Acts 35, 142; (Revised Laws 1945, Sections 9633, 9655, 9771, 12267, 12322, 12332.)
3. When Created: July 1, 1945.
4. Composition: Sixth judge of the 1st circuit court and probation officers and employees appointed by him.
5. Head: Sixth judge of the 1st circuit court.
6. How Appointed: By President of the United States.
7. Powers and duties:
 1. Have jurisdiction over:
 - a. All juvenile cases under Chapter 300 (delinquent and dependent children).
 - b. Cases of bastardy.
 - c. Cases of contributing to the delinquency or dependency of minors.
 - d. Legalization of adoption of children.
 2. Appoint juvenile probation officers, truant officers, and personnel of the detention home.

1. Name of Agency: DISTRICT COURTS
2. Citation: Revised Laws 1945, Sections 9671-9678, 10770.
3. When Created: (1892)
4. Composition: One or more district magistrates for each judicial district, with one each for the following districts on the Island of Hawaii:
 1. North and South Kohala
 2. North and South Kona
 3. South Hilo and Puna
 4. North Hilo and HamakuaDistrict magistrates of South Hilo and Puna, North Hilo and Hamakua, Wailuku and Honolulu shall be attorneys licensed to practice in all courts of the Territory.
5. Head:
6. How Appointed: By Chief Justice of Supreme Court for terms of two years.
7. Powers and Duties:
 1. Have jurisdiction of all civil action where debt damages or value shall not exceed fifty dollars (\$50.00).
 2. Have concurrent jurisdiction of all civil action where amount shall not exceed five hundred dollars (\$500.00).
 3. Have original jurisdiction in all statutory proceedings as conferred by law (but no jurisdiction where real estate is involved, nor action for libel, slander, breach of promise, etc., or civil matters requiring trial by jury).
 4. Have jurisdiction of criminal offenses punishable by fine or imprisonment not exceeding one year (but no jurisdiction over offense for which accused cannot be held except on indictment of a grand jury, or where trial by jury is demanded).
 5. Keep minutes and records and report annually to Chief Justice.
 6. Issue warrants for arrests and summons.
 7. Administer oaths, subpoena witnesses, render final judgments, punish contempts, etc.

1. Name of Agency: LAND COURT
2. Citation: Revised Laws 1945, Sections 12600-12610.
3. When Created: 1903.
4. Composition: Judge, 2nd judge, registrar, assistant registrars
(Registrar of Conveyances and deputy), and examiners
of titles appointed by judge.
5. Head: Judge of circuit court of first circuit.
6. How Appointed: By Chief Justice of the Supreme Court.
7. Powers and Duties:
 1. Exclusive original jurisdiction of all applications for
the registration of title to land and such other questions
as may come under Chapter 307, Revised Laws 1945 (Land Court
registration).
 2. Make rules and forms of procedure.
 3. Appoint registrar to have custody and control of all papers
and documents filed with him.

1. Name of Agency: TAX APPEAL COURT
2. Citation: Revised Laws 1945, Sections 5212, 5204-5208.
3. When Created: 1932.
4. Composition: Three members, including one attorney at law; Clerk of Land Court, ex officio clerk.
5. Head: Judge (chairman)--attorney.
6. How Appointed: By Governor, with consent of Senate, for terms of four years.
7. Powers and Duties:
 1. Act as court of record.
 2. Hear and determine appeals from Boards of Review of various divisions.
 3. Supersede action by Board of Review, when in conflict or inconsistent.
 4. Decide all questions of fact and law including constitutional questions involved in an appeal.
 5. Have all powers and authority of a circuit judge at chambers in respect to witnesses, production of papers, etc., when hearing appeals.

1. Name of Agency: BOUNDARY COMMISSIONERS
2. Citation: Revised Laws 1945, Sections 10201-10205.
3. When Created: 1894-5.
4. Composition: Circuit judges of the second, third, and fifth judicial circuits of Territory for their respective circuits, judge of land court for first judicial circuit.
5. Head:
6. How Appointed: Ex officio.
7. Powers and Duties:
 1. Keep record for commissioner of public lands.
 2. Examine and define boundaries before patent of award is issued by commissioner of public lands, subject to appeal to supreme court.

1. Name of Agency: LEGISLATURE
2. Citation: Organic Act, Chapter II, Sections 12, 30, 35, 55.
3. When Created: June 14, 1900.
4. Composition: Two Houses, Senate and House of Representatives.
Senate: 15 members (4 years)
House: 30 members (2 years)
5. Head: Senate: President
House of Representatives: Speaker
6. How Appointed: Elected by the people.
7. Powers and Duties:
Make laws for Territory of Hawaii as limited by Organic Act.

1. Name of Agency: COMMISSION TO PROMOTE UNIFORM LEGISLATION IN THE UNITED STATES
2. Citation: Revised Laws 1945, Sections 35-36.
3. When Created: 1911.
4. Composition: Three commissioners.
5. Head:
6. How Appointed: By Governor, with consent of Senate, for terms of three years.
7. Powers and Duties:
 1. Examine all subjects upon which uniformity of legislation is desirable.
 2. Ascertain and recommend best means to effectuate such uniformity.
 3. Represent territory in conventions of like commissioners of the several states and territories.

1. Name of Agency: LEGISLATIVE REFERENCE BUREAU (Department of the University of Hawaii)
2. Citation: Revised Laws 1945, Sections 1972-1976.
3. When Created: July 1, 1943.
4. Composition: Director and staff, appointed by him, and an assistant attorney general to work with bureau.
5. Head: Director.
6. How Appointed: By President of the University of Hawaii.
7. Powers and Duties:
 1. Assist Governor and members of legislature by providing them with accurate, impartial and informative reports concerning legislative problems.
 2. Provide a comprehensive research and reference service on legislative and administrative problems.
 3. Secure reports from officers and boards of Territory and of other states and territories and such other material as will furnish information upon all matters pertaining to current or proposed legislation.
 4. Furnish upon request a digest of information pertaining to legislative problems to Governor or legislature.
 5. Draft or aid in drafting bills and resolutions, memorials and amendments.
 6. Secure information by cooperating with the legislative reference services in the states, etc.

1. Name of Agency: LAND LAWS REVISION COMMISSION
2. Citation: Laws of 1943, Joint Resolution No. 10; Laws of 1945, Act 180.
3. When Created: May 15, 1943.
4. Composition: Three persons.
5. Head: Chairman.
6. How Appointed: By Governor.
7. Powers and Duties:

Make study of the provisions of the Organic Act and statute laws governing public lands, and recommend changes to Governor before January 1, 1947. Promote best possible use and disposition of such lands in view of presently existing conditions.

1. Name of Agency: SUPERINTENDENT OF PUBLIC WORKS
2. Citation: Organic Act, Sections 75, 80; Revised Laws 1945, Sections 4901-4902, 4903, 4930, 4942; Laws of 1945, Acts 128, 129, 164, 172, 173, 181, 182 (Revised Laws 1945, Sections 4935.09, 4975.04).
3. When Created: 1859.
4. Composition: Superintendent of Public Works (Highway Engineer).
5. Head: Superintendent of Public Works.
6. How Appointed: By Governor, with consent of Senate, for term of four years.
7. Powers and Duties:
 1. Superintend and manage internal improvements of Territory.
 2. Cause surveys, maps and plans of government lands set aside for public purposes, and of harbors, to be made.
 3. Function as Territorial Highway Engineer:
 - a. Comply with requirements of Federal Highway Act in setting up system of highways in Territory.
 - b. Perform acts necessary to secure federal aid.
 - c. Supervise maintenance of federal aid roads.
 - d. Rehabilitate, and reconstruct federal aid highways and take steps to procure reimbursement from the federal government.
 - e. Issue permits for digging or disturbing of federal aid highways and approve installation of signs or markings on said highways.
 4. Supervise storage and selling of explosives.
 5. Provide flags for schools and courthouses.
 6. Prepare and enforce rules governing aviation and allied activities, and administer airport zoning regulations.
 7. Examine and license through competent persons appointed for the purpose, commercial aeronauts, mechanics, aircraft, etc.
 8. Establish and chart airways, and control and operate all territorially owned or leased airports, grant leases and licenses, determine rents and fix and collect landing fees.
 9. Repair, rehabilitate and provide upkeep for certain cemeteries.

1. Name of Agency: AIRPORT ZONING BOARD
2. Citation: Laws of 1945, Act 182 (Revised Laws of 1945, Section 4935.10).
3. When Created: May 15, 1945.
4. Composition: Three members.
5. Head: Chairman, designated by Governor.
6. How Appointed: By Governor, with consent of Senate, for terms of five years.
7. Powers and Duties:
 1. Adopt airport zoning regulations.
 2. Hear and decide appeals from any decision by the superintendent of public works, in enforcement of airport zoning regulations.
 3. Hear and decide any special exceptions and specific variances.
 4. Determine where there is a right to compensation or damages and to reward such damages.
 5. Conduct public hearings and keep records.

1. Name of Agency: POSTWAR PLANNING DIVISION, DEPARTMENT OF PUBLIC WORKS
2. Citation: Hawaii Defense Rule No. 87.
3. When Created: January 5, 1944.
4. Composition: Engineer and such subordinates as he appoints.
5. Head: Postwar Planning Engineer--Director.
6. How Appointed: By Superintendent of Public Works with approval of Governor.
7. Powers and Duties:
 1. Collect, prepare and make available plans, data and information helpful to planned development and resources of the Territory.
 2. Advise Governor of trend of employment and business activities and recommend measures to stabilize economic conditions.
 3. Collect information on plans and projects of federal, territorial and county agencies and public and private agencies, and list for Governor with respect to: (a) greatest good to greatest number, (b) emergency necessities, (c) advancement of people.
 4. Consult and cooperate with agencies of federal government and territorial or other planning or research agencies in carrying out duties and functions.

1. Name of Agency: POSTWAR PLANNING ADVISORY BOARD
2. Citation: Hawaii Defense Rule No. 87.
3. When Created: January 5, 1944.
4. Composition: Six ex officio members: Superintendent of Public Works; President, Board of Commissioners of Agriculture and Forestry; Chief Engineers, Department of Public Works of each county; and four appointive members.
5. Head: Chairman--Superintendent of Public Works, ex officio.
6. How Appointed: By Governor.
7. Powers and Duties:
 1. Advise engineer in connection with all matters under his jurisdiction.
 2. Assist in procurement of information and data.
 3. Assist in preparation and formulation of proposed plans, specifications, policies and all other matters referred to them by the engineer.

1. Name of Agency: BUREAU OF THE BUDGET
2. Citation: Revised Laws 1945, Chapter 25, Sections 1622-1632.
3. When Created: 1925.
4. Composition: Director and employees appointed by him.
5. Head: Director.
6. How Appointed: By Governor
7. Powers and Duties:
 1. Prepare budget and any supplemental estimates; authority to assemble, correlate, revise, reduce or increase estimates of the several departments or establishments.
 2. Investigate continuously the administration of the various departments and establishments for the purpose of advising the governor and committees of the legislature concerning the duties, methods and efficiency therein and recommending changes for greater economy and efficiency.
 3. Furnish governor and legislature with findings of investigations and any information requested by them in writing.
 4. Appoint and remove all employees of the Bureau and be responsible for proper conduct and administration of the Bureau.
 5. Have access to and right to examine any books, documents, papers, or records of any department or establishment.
 6. Receive duplicates of all claims for legislative relief and to refer any such claim to the head of the department, bureau, board, or commission concerned, for all available data, and when this is received to transmit it to the legislature.

1. Name of Agency: SUPPLIES DIVISION (BUREAU OF THE BUDGET)
2. Citation: Revised Laws 1945, Section 1635.
3. When Created: 1933.
4. Composition: Purchasing Executive, clerk and employees.
5. Head: Purchasing Executive.
6. How Appointed: By Director of the Bureau of the Budget.
7. Powers and Duties:
 1. Purchase and account for governmental supplies and equipment for the territorial departments, boards, commissions and offices.
 2. Keep records for each department, board, commission and office having care, custody or control of territorial property.

1. Name of Agency: BOARD OF DISPOSAL
2. Citation: Revised Laws 1945, Sections 1660-1665.
3. When Created: 1917.
4. Composition: Treasurer and Superintendent of Public Works, Director of Bureau of the Budget, ex officio.
5. Head: Chairman, ex officio, Director of Bureau of the Budget.
6. How Appointed: Ex officio.
7. Powers and Duties:
 1. Grant or refuse permission to agency to sell, dispose of or exchange territorial property, with the exception of animals, produce of animal husbandry, agricultural produce, or manufactured produce where production is part of authorized activities of agency.
 2. Determine manner and method of sale or other disposition.
 3. Keep records in the office of the Director of the Bureau of the Budget.

1. Name of Agency: COMMISSIONERS OF PUBLIC INSTRUCTION
2. Citation: Organic Act, Section 80; Revised Laws 1945, Sections 1701-1705, 1724.
3. When Created: 1896.
4. Composition: Eight Commissioners, including two residents of Hawaii, two of Honolulu, one of Maui and one of Kauai, one appointed at large, and Superintendent of Public Instruction, ex officio.
5. Head: Chairman, commissioner at large.
6. How Appointed: By Governor, with consent of Senate, for terms of four years.
7. Powers and Duties:
 1. Administer Department of Public Instruction.
 2. Adopt rules and regulations for carrying out scheme of education.
 3. Adopt and enforce regulations for operation of school buses.

1. Name of Agency: DEPARTMENT OF PUBLIC INSTRUCTION
2. Citation: Revised Laws 1945, Sections 1701, 1706-1714, 1721, 1741-1747, 1750, 1822, 1824, 1827-1828, 1832, 1831-1832;
Organic Act, Sections 76, 80. Laws of 1945, Acts 103, 126, 156, 227, 231.
3. When Created: 1896.
4. Composition: Superintendent of Public Instruction and staff appointed by him with approval of commissioners.
5. Head: Superintendent of Public Instruction (administrative officer).
6. How Appointed: By Governor, with consent of Senate, for term of four years.
7. Powers and Duties:
 1. Have charge and control of all affairs pertaining to public instruction.
 2. Regulate course of study to be pursued in all grades of public schools.
 3. Levy and collect fees.
 4. Issue permits for private schools, supervise, and revoke or refuse to issue for failure to meet standards required.
 5. Establish and maintain high schools and vocational schools.
 6. Maintain office at Honolulu and adopt rules and regulations for government of teachers and pupils.
 7. Appoint and issue certificates to teachers, employ supervisors, revoke certificates.
 8. Set up Division of Pupil Guidance and appoint in it attendance officers to enforce school attendance laws.
 9. Keep record of proceedings and transactions, and publish such reports, pamphlets, duplicate certificates, outlines of courses, etc., as may seem advisable.
 10. Employ persons to collect, compile and adopt material for readers.
 11. Appoint dental hygienists to work in public schools and such private schools as request or consent to it.

12. Establish program of adult education under the vocational division and appoint an advisory council.
13. Maintain requirements in standard schools and establish standard sections in all elementary schools.

Superintendent:

1. Appoint supervising principals, with approval of commissioners.
2. Appoint nutrition workers.
3. Contract for exchange of public school teachers with teachers of other states and countries.

1. Name of Agency: ADVISORY COUNCIL FOR ADULT EDUCATION.
2. Citation: Laws of 1945, Act 108.
3. When Created: July 1, 1945.
4. Composition: Fifteen or more representatives of industry, labor, civic organizations and education.
5. Head:
6. How Appointed: By Department of Public Instruction.
7. Powers and Duties:

Advise director of vocational division of the Department of Public Instruction in promotion, direction and supervision of the adult vocational education program.

1. Name of Agency: ADVISORY BOARD OF VOCATIONAL EDUCATION
2. Citation: Laws of 1945, Act 219 (Revised Laws 1945, Sections 1892.01, 1893).
3. When Created: July 1, 1945.
4. Composition: Three employers, three employees and the Superintendent of Public Instruction. At least one of above shall be a woman. Ex officio members without vote: Deputy superintendent in charge of vocational education and the director of apprenticeship.
5. Head:
6. How Appointed: By Governor, with consent of Senate, for terms of three years.
7. Powers and Duties:

Advise and make recommendations to the Territorial Board of Vocational Education.

1. Name of Agency: DEPARTMENT OF INSTITUTIONS
2. Citation: Revised Laws 1945, Sections 3801-3808.
3. When Created: May 11, 1939.
4. Composition: Director, supervisors of institution, advisory board of five members appointed by Governor.
5. Head: Director of Institutions.
6. How Appointed: By Governor, with consent of Senate, for terms of four years.
7. Powers and Duties:
 1. Administer Territorial Hospital.
 2. Administer Industrial Schools.
 3. Administer Oahu Prison and other territorial prisons.
 4. Take over powers, functions and duties of boards of commissioners for Waimano Home, Industrial Schools, prison directors, and Board of Health with relation to Territorial Hospital.
 5. Contract for exchange of physicians in other states and territories.

1. Name of Agency: BUREAU OF CRIME STATISTICS AND IDENTIFICATION
2. Citation: Revised Laws 1945, Section 3969.
3. When Created: 1917.
4. Composition: Chief of Bureau (executive officer) and necessary employees.
5. Head: Executive officer.
6. How Appointed: By Director of Institutions.
7. Powers and Duties:
 1. Enforce system of identification of persons and compilation of crime statistics and provide for collection of data.
 2. Keep record of work of courts, police, etc., for prevention and detection of crime and enforcement of law and establish forms on which to keep them.
 3. Transmit reports on convicted citizens to clerks of each county.
 4. Instruct prison employees, sheriffs, etc., in systems of identification and collection and compilation of crime statistics.

1. Name of Agency: BOARD OF HOSPITALS AND SETTLEMENTS
2. Citation: Revised Laws 1945, Sections 2401-2406, 2421.
3. When Created: 1931.
4. Composition: Five members, including two physicians.
5. Head: Chairman, designated by Governor.
6. How Appointed: By Governor, with consent of Senate, for terms of four years.
7. Powers and Duties:
 1. Keep up, support and maintain leper hospitals, settlements and receiving stations.
 2. Provide for treatment of leper cases and transportation to settlement on Molokai.
 3. Appoint superintendent to administer affairs of the hospitals and settlements, subject to direction and approval of the Board.
 4. Hold regular meetings and adopt rules and regulations.

1. Name of Agency: PSYCHIATRIC COMMISSION
2. Citation: Revised Laws 1945, Sections 4027, 4029, 4031.
3. When Created: May 11, 1939.
4. Composition: Two physicians.
5. Head: Chairman, designated by Governor.
6. How Appointed: By Governor, with consent of Senate, for terms of three years.
7. Powers and Duties:
 1. Hear appeals on behalf of persons adjudged insane.
 2. Administer oaths, subpoena witnesses, etc.

1. Name of Agency: BOARD OF PAROLES AND PARDONS
2. Citation: Revised Laws 1945, Sections 3914-3915, 3922, 3959-3960.
3. When Created: 1931.
4. Composition: Five members.
5. Head: Chairman, designated by Governor.
6. How Appointed: By Governor, with consent of Senate, for terms of four years.
7. Powers and Duties:
 1. Make necessary inspection, inquiries or investigations for Director of Institutions of all prisons and jails in the territory, or require to be made by Board of Prison Inspectors.
 2. Establish rules and regulations under which prisoner may be paroled, and enforce them.
 3. Grant or revoke paroles with approval of Governor and have control of parolees.
 4. Keep record of all meetings and reports sent to Governor quarterly.

1. Name of Agency: BOARD OF PRISON INSPECTORS (one in each Judicial Circuit other than First)
2. Citation: Organic Act, Section 80; Revised Laws 1945, Sections 3907-3913, 3965.
3. When Created: 1905.
4. Composition: Three members.
5. Head: Chairman, elected by Board.
6. How Appointed: By Governor, with consent of Senate, for terms of two years.
7. Powers and Duties:
 1. Visit county jails at least once in every four months and inquire into management and conduct of same, care of prisoners, records, sanitary conditions, etc.
 2. Supervise discipline and government of county jails within judicial circuit.
 3. Provide rules and regulations for discipline and government of jails.
 4. Prescribe punishment of prisoners for breach of prison rules.
 5. Classify prisoners, privileges they shall have and garb they shall wear.
 6. Consider applications for pardons referred by Governor and furnish him with all information possible, and recommendation.
 7. Decide who is entitled to commutation of sentence and who shall be deprived.
 8. Have free access to prisons and records.
 9. Keep record of all meetings and make quarterly reports to Governor.

1. Name of Agency: BOARD OF HEALTH
2. Citation: Organic Act, Section 80; Revised Laws 1945, Sections 2001-2007, 2010-2020. Laws of 1945, Acts 101, 116, 136, 140, 154, 171, 191, 209.
3. When Created: 1869.
4. Composition: Nine members and secretary, including at least two but not more than three physicians; attorney general, ex officio.
5. Head: President (executive officer) appointed by Governor.
6. How Appointed: By Governor, with consent of Senate, for terms of four years.
7. Powers and Duties:

President:

1. Make necessary appointments, including agents and inspectors.
2. Enforce all directives and regulations of Board.
3. Provide for purchase of rat proofing materials and supplies and sell them to persons requiring them for rodent control.

Board:

1. Have general charge, oversight and care of health and lives of people of Territory.
2. Have authority in matters of quarantine and other health matters.
3. Make regulations respecting nuisances, causes of sickness and disease, poisons, adulteration and misbranding of foods, sanitation of buildings, cemeteries, laundries, stables, bakeries, poi shops, barber shops, beauty culture establishments, restaurants, food shops, etc., places of business and occupations including midwives, masseurs, laboratory directors and technicians, chiropodists, vendors of medicines and drugs, and tattoo artists.
4. Appoint secretary, food commissioner, deputy commissioners and analysts.
5. Contract for exchange of personnel with other states.
6. Enforce law regarding enrichment of bread and flour.

7. Prescribe form of statements of premarital examinations and pay expenses of such examinations, tests and statements.
8. Provide for vaccination against smallpox, typhoid and paratyphoid, immunization against diphtheria, and prescribe forms and procedures, establish stations for the purpose.
9. Purchase antitoxins, vaccines, biologics and drugs to be administered to persons unable to pay for them.

1. Name of Agency: REGISTRAR-GENERAL OF VITAL STATISTICS
2. Citation: Revised Laws 1945, Sections 3101-3120.
3. When Created: 1896.
4. Composition: Registrar-General, deputy statistical clerk and registrars and deputy registrars for each judicial district, or subdivision, if necessary.
5. Head: Registrar-General.
6. How Appointed: By Board of Health.
7. Powers and Duties:

Registrars:

1. Keep records of all births, deaths and marriages and facts concerning.
2. Transmit records to registrar-general each month.
3. Investigate, procure and record information, prosecute or cause to be prosecuted any person violating requirements.

Registrar-General:

1. File records of births, deaths and marriages, and bind in chronological order.
2. Prepare typewritten or photostatic copies of such records, if records are in such condition as can no longer be consulted without danger of injury or destruction.
3. Each month send to county clerk of each county list of names of all citizens over 21 whose deaths have been recorded.
4. Furnish certified copy of record of births, deaths or marriages to persons applying for same.
5. Supervise Bureau of Vital Statistics, prepare all forms and blanks and procure prompt registration of all births, deaths and marriages, compile statistics in respect to births, marriages, deaths, etc.
6. Amend records in cases of adoption, change of name, etc., upon receipt of certified copy of court decree.

1. Name of Agency: FOOD COMMISSIONER
2. Citation: Revised Laws 1945, Sections 2221-2229. Laws of 1945, Act 101.
3. When Created: 1941.
4. Composition: Commissioner, deputy commissioners and analysts.
5. Head: Food Commissioner.
6. How Appointed: By Board of Health.
7. Powers and Duties:
 1. Inquire into quality of foods, drugs, devices or cosmetics manufactured or kept for sale, procure samples, examine in order to carry out provisions of Chapter 41, Revised Laws 1945.
 2. Make complaints, through proper authorities, of all adulterated, impure or unwholesome foods in contravention of laws of Territory.
 3. Investigate complaints on satisfactory evidence.
 4. Enter any creamery, factory, warehouse or other places where there is reason to believe food, drinks or drugs made or sold, and to open and examine same.
 5. Make monthly report to Board of Health.
 6. Enforce law regarding enrichment of bread and flour, unless there is an existing or imminent shortage of any necessary ingredient in which case issue orders permitting omission of said ingredient until further order.

1. Name of Agency: OFFICE OF TAX COMMISSIONER
2. Citation: Revised Laws 1945, Sections 5103-5104; Laws of 1945, Acts 79, 196 (Revised Laws 1945, Section 5110.01).
3. When Created: 1932.
4. Composition: Tax Commissioner and assistant commissioner, deputy commissioners, one or more tax assessors for the first division and one assessor for each other division, assistant assessors, tax collectors for each district and assistant collectors, appointed by him.
5. Head: Tax Commissioner.
6. How Appointed: By Governor with consent of Senate.
7. Powers and Duties:
 1. Appoint and remove assessors, one for each division except the first which has one or more, assistant assessors, deputy commissioners.
 2. Appoint and remove collectors for each division and assistant collectors.
 3. Assess all real property and make any other assessment required by law.
 4. Be responsible for acts of all tax collectors and for collection of all taxes.
 5. Construe laws within scope of his duties.
 6. Enforce penalties.
 7. Inspect and examine records of all public officers, prescribe forms and furnish blanks, etc.
 8. Make recommendations for legislation regarding tax laws.
 9. Make necessary rules and regulations.
 10. Make annual report to Governor.
 11. Conduct inquiries, investigations and hearings relating to any assessment, amount of any tax or the collection of any delinquent tax.

1. Name of Agency: TAXATION DIVISIONS
2. Citation: Revised Laws 1945, Section 5102.
3. When Created: 1932.
4. Composition: 1st--City and county of Honolulu
2nd--Maui and Kalawao
3rd--Hawaii
4th--Kauai
5. Head: Tax assessor and tax collector.
6. How Appointed: By Tax Commissioners.
7. Powers and Duties:

Perform duties assigned by Tax Commission for assessment of property and collection of taxes.

1. Name of Agency: BOARDS OF REVIEW (one for each taxation division)
2. Citation: Revised Laws 1945, Sections 5202-5203.
3. When Created: 1932.
4. Composition: Three members.
5. Head: Chairman, designated by Governor.
6. How Appointed: By Governor, with consent of Senate, for terms of three years.
7. Powers and Duties:
 1. Hear all disputes between assessor and taxpayer in all cases in which appeals taken.
 2. Allow or disallow exemptions pursuant to law, and increase or decrease assessments; file decision with assessor on each appeal.
 3. Decide all questions of fact and law necessary to determination of objections raised by taxpayers, except involving the Constitution or laws of the United States.
 4. Subpoena witnesses, administer oaths, examine books, take evidence.
 5. May not declare assessment illegal or void.

1. Name of Agency: DELINQUENT TAX BUREAU (Department of Tax Commissioner)
2. Citation: Revised Laws 1945, Sections 5117-5120.
3. When Created: 1933.
4. Composition: Collector of delinquent taxes, attorney (deputy attorney general), assistants.
5. Head: Collector.
6. How Appointed: By Tax Commissioner.
7. Powers and Duties:
 1. Collection and general administration of delinquent taxes.
 2. Account to Treasurer for all delinquent taxes collected.
 3. Enforce payment of delinquent taxes by means provided by law.
 4. Have all powers of tax collector with respect to delinquent taxes.

1. Name of Agency: COMMISSION OF LABOR AND INDUSTRIAL RELATIONS
2. Citation: Revised Laws 1945, Sections 4103, 4108, 4111-4112, 4115-4120.
3. When Created: July 1, 1939.
4. Composition: Five members, not all of same political parties.
5. Head: Chairman, elected by Commissioner.
6. How Appointed: By Governor, with consent of Senate, for terms of five years.
7. Powers and Duties:
 1. Direct and control Department of Labor and Industrial Relations.
 2. Appoint director of labor and industrial relations and attorney.
 3. Hold hearings or review rules and regulations claimed to be invalid or unreasonable.
 4. Promote mediation of disputes between employers and employees.
 5. Cooperate with federal agencies.
 6. Appoint advisory committees to consult with and advise any bureau.
 7. Administer oaths, subpoena witnesses.
 8. Make annual report to Governor.
 9. Make rules and regulations for protection of life, health and safety of employees in every employment, and other rules and regulations as may be necessary, which, when published, shall have the force and effect of law.
 10. Prescribe rules for issuance of permits to employment agencies.

1. Name of Agency: DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS
2. Citation: Revised Laws 1945, Sections 4103-4106, 4114, 4119, 4143.
3. When Created: July 1, 1939.
4. Composition: Director, attorney, bureau of unemployment compensation, bureau of workmen's compensation, bureau of research and statistics, bureau of labor law enforcement.
5. Head: Director.
6. How Appointed: By Commission of Labor and Industrial Relations.
7. Powers and Duties:

Director:

1. Supervise and control operations and functions of outer island agents and the four bureaus:
 - Research and Statistics: Collecting and assembling of statistics relating to labor and industrial relations.
 - Labor Law Enforcement: Administration of provisions of labor laws, including child labor; regulation of commercial employment agencies; rules and regulations of the commission; conduct investigations.
 - Unemployment Compensation: Administer laws.
 - Workmen's Compensation: Administer laws.Appoint an assistant director to be in immediate supervision of each.
2. Enforce rules and regulations of commission.
3. Propose rules and regulations to commission.
4. Cooperate with employee in enforcement of a claim for personal services against employer, if just and valid and for \$200 or less.
5. Make rules, subject to approval of commission, for internal administration of department.
6. Appoint one agent for counties of Hawaii, Maui and Kauai.
7. Issue permits to employment agencies.

1. Name of Agency: LABOR AND INDUSTRIAL RELATIONS APPEAL BOARD
2. Citation: Revised Laws 1945, Sections 4109-4111.
3. When Created: July 1, 1939.
4. Composition: Three members.
5. Head: Chairman, designated by Governor.
6. How Appointed: By Governor, with consent of Senate, for term of three years.
7. Powers and Duties:
 1. Consider all appeals from decision of the director (not including matters involving mediation, arbitration or conciliation).
 2. Prescribe method of procedure for considering appeals.
 3. Call upon director for data and information that may be pertinent.
 4. Administer oaths, compel attendance of witnesses and production of evidence, etc.

1. Name of Agency: APPRENTICESHIP COUNCIL (Department of Labor and Industrial Relations)
2. Citation: Revised Laws 1945, Sections 4141-4147.
3. When Created: October 3, 1941.
4. Composition: Three persons classed as employers.
Three persons classed as employees.
Ex officio--head of territorial public employment service
and director of trade and industrial education
in the department of public instruction.
5. Head:
6. How Appointed: By Governor, with consent of Senate, for terms of three years.
7. Powers and Duties:
 1. Establish standards for apprenticeship agreements, issue rules and regulations, perform other duties imposed by legislature, subject to approval of Director of Labor and Industrial Relations.
 2. Report to Director of Labor and Industrial Relations on its activities and findings.
 3. Confirm appointment of Director of Apprenticeship by Director of Labor and Industrial Relations, who, with advice and guidance of council, shall:
 - a. Encourage and promote making of apprenticeship agreements.
 - b. Act as secretary of council and of territorial joint apprenticeship committees.
 - c. Register apprenticeship agreements.
 - d. Keep record of apprenticeship agreements and issue certificates in accordance with provisions of such agreements.
 - e. Terminate or cancel agreements in accordance with provisions of such agreements.
 - f. Bring about settlement of differences arising out of apprenticeship agreements.
 4. Approve joint apprenticeship committees (local, county and territorial) in a trade or group of trades where apprenticeship training needs justify, or act as such committee to devise standards for apprenticeship agreements.

1. Name of Agency: INDUSTRIAL ACCIDENT BOARDS
2. Citation: Revised Laws 1945, Sections 4431, 4110-4111.
3. When Created: 1915.
4. Composition: Five members in each county of Hawaii, Maui and Kawai, and county attorney when requested.
5. Head: Chairman, elected by Board.
6. How Appointed: By Governor, with consent of Senate, for terms of five years.
7. Powers and Duties:
 1. Act in same manner and capacity as labor and industrial relations appeal board in city and county of Honolulu.
 - a. Hear appeals from the decision of the director, not including matters involving mediation, arbitration or conciliation.
 - b. Call upon director for data and information which may be pertinent.
 - c. Administer oaths, compel attendance of witnesses and production of evidence.
 - d. Prescribe rules of procedure for hearing appeals.

1. Name of Agency: HAWAII EMPLOYMENT RELATIONS BOARD
2. Citation: Laws of 1945, Act 250 (Sections 4150.01-4150.20, RL 1945).
3. When Created: July 1, 1945.
4. Composition: Three members; one each representing labor, industry and the public. Conciliator (not member of board).
5. Head: Chairman (member representing the public).
6. How Appointed: By Governor, with consent of Senate, for terms of four years.
7. Powers and Duties:
 1. Appoint employees under civil service, and engage a counsel.
 2. Hold hearings on complaints of unfair labor practices.
 3. Keep full records of proceedings and make an annual written report to the governor.
 4. After final hearing, make and file order or decision, and, pending final determination, make interlocutory order, if deemed advisable.
 5. Adopt rules and regulations.
 6. Maintain a list of labor organizations.
 7. Cooperate with the National Labor Relations Board.

1. Name of Agency: DEPARTMENT OF PUBLIC WELFARE
2. Citation: Revised Laws 1945, Sections 4801-4809, 4827-4833; Laws of 1945, Act 157.
3. When Created: July 1, 1945.
4. Composition: Director and personnel appointed by him.
5. Head: Director of Public Welfare.
6. How Appointed: By Governor, with consent of Senate, for term of four years.
7. Powers and Duties:
 1. Supervise the administration of all public assistance (general, old age, aid to dependent children, aid to blind).
 2. Place dependent children in suitable institutions or private homes.
 3. Administer child welfare activities.
 4. Cooperate with federal government in carrying out purpose of Social Security Act.
 5. Carry on research and compile statistics relative to welfare activities throughout the Territory of Hawaii and develop plans in cooperation with other public and private agencies for prevention and treatment of conditions.
 6. Operate receiving homes for temporary care of dependent children.
 7. Keep case records.
 8. Furnish medical care to needy.
 9. Develop staff through in-service training and educational leave.

1. Name of Agency: PUBLIC WELFARE ADVISORY BOARD
2. Citation: Revised Laws 1945, Sections 4805, 4806.
3. When Created: 1941.
4. Composition: Five members.
5. Head: Chairman, designated by Governor.
6. How Appointed: By Governor, with consent of Senate, for terms of three years.
7. Powers and Duties:

Hold meetings once a month with the Director of Public Welfare.

1. Name of Agency: BUREAU OF SIGHT CONSERVATION AND WORK WITH THE BLIND
2. Citation: Laws of 1945, Acts 113, 125 (Sections 4827, 4850, 4853, 4871-4879, RL 1945).
3. When Created: July 1, 1941. Made independent of the Department of Public Welfare, July 1, 1945.
4. Composition: Director and employees appointed by director.
5. Head: Director, appointed by Governor under Civil Service.
6. How Appointed: By Governor, under civil service.
7. Powers and Duties:
 1. Administer work with and for the blind including:
 - a. Registry of the blind.
 - b. Vocational guidance.
 - c. Training and placement in employment.
 - d. Conduct of activities for sight conservation and prevention of blindness.
 2. Keep and protect records.
 3. Provide for vocational rehabilitation of blind persons.

1. Name of Agency: BOARD OF COMMISSIONERS OF AGRICULTURE AND FORESTRY
2. Citation: Organic Act, Sections 74, 80; Revised Laws 1945, Chapter 16, Sections 1000-1010, 1053-1054. Laws of 1945, Acts 60, 90, 107, 127, 252. (Revised Laws 1945, Sections 1217.01, 1311.02-1311.07).
1011-1012
3. When Created: 1904.
4. Composition: Seven Commissioners, including one each from Hawaii, Maui and Kauai.
5. Head: President, designated by Governor, who shall be executive officer.
6. How Appointed: By Governor, with consent of Senate, for terms of four years.
7. Powers and Duties:
 1. Appoint executive secretary, with approval of Governor, and other officers and employees.
 2. Superintend and control the execution and enforcement of all statutes relating to agriculture and forestry, and all other matters placed within its jurisdiction by the legislature.
 3. Gather, compile and tabulate information and statistics re: Forestry, entomology, plant pathology, and general agriculture.
 4. Co-ordinate with federal agricultural experiment station and other experiment stations.
 5. Make rules and regulations concerning (1) introduction, transportation and propagation of trees, shrubs, herbs and other plants, (2) forest reserves, (3) quarantine of nursery stock, grain, etc., (4) protection and introduction of fish, game and shellfish, (5) prohibition of importation of any diseased article.
 6. Appoint superintendent of forestry.
 7. Have care and custody of all forest reservations and devise and carry out means by which they may be selfsupporting.
 8. Protect forests and water supply.
 9. Appoint entomologist (plant inspector).

10. Enforce laws relating to fish and game and cooperate with National Fish Commission.
11. Assist in eradication of pests.
12. Secure and make available for public information copies of laws of other states, territories and countries and other pertinent publications.
13. Appoint superintendent of animal industry (veterinarian) and livestock inspectors.
14. Secure fencing of livestock to exclude them from forest reservations.
15. Provide necessary buildings and apparatus for proper examination, quarantine, inspection and fumigation.
16. Formulate and recommend additional legislation.
17. Establish observational apiary to quarantine bees imported to Territory.
18. Promulgate and enforce rules to protect bird, animal and vegetable life on small outlying islands of Hawaiian group.
19. Make rules and regulations regarding the sale, registration and labeling of economic poisons.
20. Make rules and regulations regarding the labeling, testing and sale of seeds used for seedling purposes; inspect said seeds and issue licenses for importation for sale, agricultural or vegetable seed for sowing.
21. Issue licenses for possession and sale of fish, shellfish, crustaceans or other marine animals or products, not taken within waters adjacent to the territory.
22. Designate areas within which non-citizens may assist in fishing during the present war.
23. Regulate the sale, shipment, packing, grading and labeling of agricultural commodities, through director of Division of Marketing, who may contract with the U. S. Department of Agriculture for inspection services.
24. Make rules and regulations defining grades of agricultural commodities and standard containers for packing, shipping conditions, keeping of records, etc.
25. License produce dealers.

1. Name of Agency: OFFICE OF TERRITORIAL DIRECTOR, FISH AND GAME (Board of Agriculture and Forestry)
2. Citation: Revised Laws 1945, Sections 1011-1012.
3. When Created: 1921.
4. Composition: Territorial Director, fish and game wardens.
5. Head: Territorial Director, Fish and Game.
6. How Appointed: By Board of Commissioners of Agriculture and Forestry.
7. Powers and Duties:
 1. Have charge, direction and control (subject to direction and control of Board of Agriculture and Forestry) of preserving, protecting, propagating, importing and distributing fish and marine life, game birds and animals, within the Territory.
 2. Make land, building, apparatus and appliances available to the University of Hawaii for purposes of research and investigation.

1. Name of Agency: ADVISORY COMMITTEE ON MARKETS
2. Citation: Laws of 1945, Act 252 (Revised Laws 1945, Sections 1311.03-1311.04).
3. When Created: July 1, 1945.
4. Composition: Attorney General, one officer of the University Extension Service, Director of the Division of Marketing of the Board of Agriculture and Forestry, one producer and one produce dealer.
5. Head: Director of the Division of Marketing, ex officio.
6. How Appointed: Producer and produce dealer by ex officio members.
7. Powers and Duties:

Consult with Board of Agriculture and Forestry on rules and regulations regarding marketing of agricultural commodities.

1. Name of Agency: BOARD OF REGENTS, UNIVERSITY OF HAWAII
2. Citation: Revised Laws 1945, Sections 1942-1943, 1946, 1948, 1951, 1959, 1962, 1966, 1971; Laws of 1945, Acts 135, 169.
3. When Created: 1917.
4. Composition: Nine members, including president of the University (as executive officer) and Superintendent of Public Instruction, ex officio, one each from counties of Hawaii, Maui, and Kauai, and at least one graduate of the University.
5. Head: Chairman, elected by Board.
6. How Appointed: By Governor for terms of four years.
7. Powers and Duties:
 1. Have general management and control of affairs of University of Hawaii.
 2. Elect chairman, vice-chairman and appoint secretary.
 3. Purchase or acquire land, buildings and other property.
 4. Charge tuition of one hundred dollars a year, and waive in certain cases; receive, manage and invest money or other property.
 5. Confer degrees, award scholarships.
 6. Appoint president, deans, directors and members of faculty and employees; classify and adopt salary schedules.
 7. Manage and control psychological and psychopathic clinic.
 8. Compile and publish revised History of Hawaii.
 9. Establish and maintain aquarium and marine laboratory.
 10. Hold meetings not less than ten times annually.
 11. Contract for exchange of faculty members with colleges and universities outside the territory.
 12. Serve as "state" agency to formulate "agricultural plans" for territory; administer plans pertaining to soil conservation; receive grants.
 13. Prepare plans and estimates for post-war university building projects and submit to next session of the legislature.

1. Name of Agency: UNIVERSITY OF HAWAII
2. Citation: Revised Laws 1945, Sections 1941, 1944, 1960.
3. When Created: 1919.
4. Composition: Colleges and departments as may from time to time be established.
5. Head: President.
6. How Appointed: By Board of Regents.
7. Powers and Duties:
 1. Give instruction and conduct research in branches of learning.
 2. Give military instructions as Board of Regents may prescribe and federal government require.

1. Name of Agency: PUBLIC LANDS AND SURVEY DEPARTMENT
2. Citation: Organic Act, Sections 73, 78, 80; Revised Laws 1945, Sections 4504-4509, 4511-4518; Laws of 1945, Act 123 (Revised Laws 1945, sections 4526-4527).
3. When Created: 1895.
4. Composition: Commissioner, subagents and rangers appointed by him.
5. Head: Commissioner of Public Lands.
6. How Appointed: By Governor, with consent of Senate, for term of four years.
7. Powers and Duties:
 1. Administer affairs of public lands (land in use, possession or control of territory).
 2. Lease, sell or dispose of public lands, with authority of Governor, and construct roads and pipelines to and through public lands so opened for residences or business purposes, or enter into agreements with counties to do so.
 3. Maintain Division of Hydrography.
 4. Issue all patents and deed of such lands and keep records.
 5. Make necessary rules and regulations.
 6. Appoint subagents in each district whose duties shall be:
 - a. Prevent unlawful occupation or trespassing on public lands.
 - b. Cause trespassers to be removed and all animals to be impounded.
 - c. Take possession of public land in name of territorial government.
 - d. Enforce contracts respecting sales, leases, licenses and other dispositions of public lands.
 - e. Recover rents, purchase money, etc., in respect to same.
 - f. Recover money due territory for injury or damage to public lands.
 - g. Bring actions to carry out powers in name of territory.
 - h. Keep record of transactions.
 7. Appoint ranger of public lands and district rangers of public lands, surveyors and clerks.

1. Name of Agency: DIVISION OF HYDROGRAPHY (Board of Public Lands)
2. Citation: Revised Laws 1945, Sections 4528-4529.
3. When Created: 1913.
4. Composition:
5. Head:
6. How Appointed: By Commissioner of Public Lands.
7. Powers and Duties:
 1. Gauging streams and rainfall in cooperation with U. S. Geological Survey.
 2. Prepare and keep on file maps, plans, recommendations, etc., made as result of surveys of water resources in the district of Kona, Hawaii, and Kalaheo, Lawai, and Omao, Kauai.

1. Name of Agency: BOARD OF PUBLIC LANDS
2. Citation: Organic Act, Section 73 (1).
3. When Created: 1900.
4. Composition: Six members.
5. Head: Chairman.
6. How Appointed: By Governor, with consent of Senate, for terms of four years.
7. Powers and Duties:

Approve or disapprove leases, sales or exchanges of government lands.

1. Name of Agency: BOARD OF HARBOR COMMISSIONERS
2. Citation: Organic Act, Section 106; Revised Laws 1945, Sections 4981-4987, 4993-4994, 4996-4998, 5007.
3. When Created: July 9, 1921.
4. Composition: Five members, one of whom shall be the Superintendent of Public Works.
5. Head: Chairman, Superintendent of Public Works, ex officio.
6. How Appointed: By Governor, with consent of Senate, for term of four years.
7. Powers and Duties:
 1. Control and management of shores, shore waters, navigable streams, harbors, ports, docks, etc., in Territory, belonging to or controlled by it.
 2. Regulate use of wharves, piers, landings.
 3. Fix and regulate rates for services rendered.
 4. Appoint clerks, wharfingers, their assistants, pilots and other employees, and make rules and regulations.
 5. Maintain lifesaving patrol at Waikiki.
 6. Designate wharves at which cattle may be landed.
 7. Adjust, fix and enforce rates in respect to wharfage, demurrage, etc.

1. Name of Agency: CIVIL SERVICE COMMISSION AND PERSONNEL CLASSIFICATION BOARD
2. Citation: Revised Laws 1945, Chapter 2, Sections 62-70; Laws of 1945, Act 263.
3. When Created: July 1, 1939.
4. Composition: Three members, not more than two belonging to the same political party.
5. Head: Chairman, elected by members.
6. How Appointed: By Governor, with consent of Senate, for terms of six years.
7. Powers and Duties:
 1. Appoint Director of Personnel.
 2. Make rules and regulations governing selection, appointment, promotion, etc., of persons employed or to be employed in the civil service of the Territory.
 3. Hear appeals of regular employees who are dismissed or demoted by appointing authority.
 4. Enter into agreements, through Director, with political subdivisions of the Territory to furnish services and facilities to its civil service system.
 5. Hold open competitive examinations of applicants for positions in the civil service, and noncompetitive examinations in all proper cases.
 6. Make investigations, administer oaths, subpoena witnesses.
 7. Adopt rules to effectuate rights of reemployment and other benefits for former employees who were in armed forces.

1. Name of Agency: PUBLIC UTILITIES COMMISSION
2. Citation: Revised Laws 1945, Sections 4702-4715, 4719, 4722-4723.
Laws of 1945, Act 189.
3. When Created: 1913.
4. Composition: Five members, not officers or employees of territory or political subdivision (two from Honolulu, one each from Hawaii, Maui and Kauai).
5. Head: Chairman (one of Honolulu members).
6. How Appointed: By Governor, with consent of Senate, for terms of three years.
7. Powers and Duties:
 1. Appoint and employ attorneys, clerks, engineers, accountants, etc., and make rules and regulations and bring suits.
 2. Make annual report to Governor and recommendations concerning proposed legislation.
 3. Examine condition of each public utility, conduct investigations.
 4. Have general supervision over all public utilities in the Territory.
 5. Regulate rates, fares, charges, etc.
 6. Investigate water rates, and prevent unreasonable rates.
 7. Issue certificates of public convenience and necessity to common carriers using public highways; and suspend, revoke, alter or amend them.

1. Name of Agency: HAWAIIAN HOMES COMMISSION
2. Citation: Hawaiian Homes Commission Act, 1920 (48 U.S.C.A. 691)
(Revised Laws 1945, Pages 58-71).
3. When Created: 1920.
4. Composition: Five members, residents of Territory for at least three years prior to appointment. At least three members shall be descendants of not less than one-fourth part of Hawaiian blood.
5. Head: Chairman, designated by Governor.
6. How Appointed: By Governor, with consent of Senate, for terms of five years.
7. Powers and Duties:
 1. Appoint executive officer and clerical assistants.
 2. Have control of Hawaiian home lands.
 3. Lease to native Hawaiians the right to use such lands, and cancel leases for cause.
 4. Grant licenses to churches, schools, hospitals, and stores for lots.
 5. Grant license to United States for reservations, rights-of-way, roads, etc.
 6. Make loans from home loan fund to lessees, for specific purposes.
 7. Undertake development projects in respect to Hawaiian home lands.
 8. Make regulations, expenditures and investments.

1. Name of Agency: MOLOKAI WATER BOARD
2. Citation: Revised Laws 1945, Sections 12951-12952, 12958.
3. When Created: May 18, 1943.
4. Composition: Members of Hawaiian Homes Commission.
5. Head: Chairman, elected annually by members.
6. How Appointed: By Governor (see Hawaiian Homes Commission).
7. Powers and Duties:
 1. Appoint manager and assistants.
 2. Make preliminary surveys, construct irrigations and water utilization project to supply Hawaiian Homes Commission lands on Molokai.
 3. Fix and collect water rates.
 4. Have right to acquire water and water resources by eminent domain.
 5. Make rules and regulations.

1. Name of Agency: HAWAII HOUSING AUTHORITY
2. Citation: Revised Laws 1945, Sections 3505-3520, 3651-3655.
3. When Created: 1935.
4. Composition: Five commissioners, not more than three of same political party.
5. Head: Chairman, elected by the Authority.
6. How Appointed: By Governor, with consent of Senate, for terms of five years.
7. Powers and Duties:
 1. Dedicate, grant, sell, convey or lease any of property for purpose of aiding in construction and operation of housing projects.
 2. Provide and maintain parks, sewage, water, lights, sidewalks, etc., in connection with such housing projects.
 3. Appoint executive director and secretary.
 4. Sue and be sued, make contracts, bylaws, rules and regulations.
 5. Exercise right of eminent domain.
 6. Issue bonds.
 7. Exercise all powers necessary to carry out purposes of the Act.
 8. Prepare, carry out and operate housing projects in Territory and provide for construction, alteration, and repair of them.
 9. Investigate living conditions, study and make recommendations for improvements, cooperate with planning agency.
 10. Build, construct, lease or rent dwellings in housing project and establish charges.

1. Name of Agency: EMPLOYEES' RETIREMENT SYSTEM (Board of Trustees)
2. Citation: Revised Laws of 1945, Sections 702-707
Laws of 1945, Act 73.
3. When Created: 1925.
4. Composition: Board of Trustees: Five members:--Treasurer, ex officio; Auditor, ex officio; a member of the System, elected by the members; two citizens of Territory, not employees, including one officer of bank.
Retirement System: All employees of Territory or any county, except elected or part-time employees.
5. Head: Chairman, elected by members.
6. How Appointed: By Governor, for terms of four years.
7. Powers and Duties:
 1. Make rules and regulations for administration and transaction of business.
 2. Keep data necessary for actuarial valuation of funds and checking.
 3. Keep records of proceedings and make annual report.
 4. Designate medical board of three physicians to arrange for and pass on medical examinations of employees' application for disability retirement, etc.
 5. Act as trustees of funds.
 6. Have powers and privileges of a corporation.
 7. Make rules and regulations regarding service creditable for employees, determine and verify such service, and issue membership certificates.

1. Name of Agency: RETIREMENT AND PENSION COMMISSION
2. Citation: Laws of 1945, Act 218 (Sections 635.01-635.04, RL 1945)
3. When Created: May 17, 1945.
4. Composition: Three members.
5. Head: Chairman, designated by Governor.
6. How Appointed: By Governor, with consent of Senate, for terms of four years.
7. Powers and Duties:
 1. Engage employees, hold public meetings, call upon Territorial and county officials for assistance.
 2. Collect and collate information concerning operation of Territorial and county retirement or pension systems and specific pensions and investigate methods of integrating all said systems into one.
 3. Recommend legislative measures to effectuate results.

1. Name of Agency: BOARD OF COMMISSIONERS OF PUBLIC ARCHIVES
2. Citation: Revised Laws 1945, Sections 30-34. Laws of 1945, Acts 26, 238.
3. When Created: 1905.
4. Composition: Three members, including Secretary of the Territory, ex officio.
5. Head: Chairman (Secretary, ex officio).
6. How Appointed: By Governor, with consent of Senate.
7. Powers and Duties:
 1. Collect all public archives, arrange, classify and inventory same, and provide for safe-keeping.
 2. Compile and furnish information concerning above.
 3. Receive money for and make purchases and expenditures from Captain Cook Memorial Fund.
 4. Certify copies of records kept in Public Archives (chairman or librarian).
 5. Adopt and use a seal and adopt and revise such rules and regulations as it may consider expedient.

1. Name of Agency: RADIO BOARD
2. Citation: Revised Laws 1945, Sections 5021-5025.
3. When Created: 1941.
4. Composition: Five members, including Superintendent of Public Works, ex officio, and one member from each county.
5. Head: Chairman, Superintendent of Public Works, ex officio.
6. How Appointed: By Governor, with consent of Senate, for terms of four years.
7. Powers and Duties:
 1. Examine into all sources and causes of radio interference.
 2. Appoint chief radio engineer, assistants and inspectors.
 3. Prescribe rules and regulations for testing vehicles, engines and appliances to effect compliance and prevent radio interference.
 4. Enter property where radio interference exists or reported to exist.

1. Name of Agency: TRUSTEES, LIBRARY OF HAWAII
2. Citation: Revised Laws 1945, Sections 1911-1914, 1918, 1920, 1923.
3. When Created: 1909.
4. Composition: Three members (if Honolulu Library and Reading Association enter into agreement, three additional recommended by them; if Hawaiian Historical Society enter into agreement, one additional, recommended by them).
5. Head: President, chosen by members.
6. How Appointed: By Governor, with approval of Senate, for terms of six years.
7. Powers and Duties:
 1. Care for, manage and control all property donated, loaned or acquired for use of library.
 2. Expand and account for money received for purpose of erecting building.
 3. Collect, purchase and receive as gifts, books and publications, and arrange, classify and catalog them and provide for safe-keeping.
 4. Provide ways and means for placing library within reach of all residents throughout the territory, particularly school children, branch libraries, etc.
 5. Appoint president, secretary and treasurer from among members and other officers and employees.
 6. Enter into contracts and arrangements for purpose of benefiting library and increasing its facilities and use.
 7. Pass on qualifications of county librarians and issue certificates and assist all county libraries; call conventions of county librarians annually.
 8. Make annual report to Governor.

1. Name of Agency: LIBRARIES (COUNTY)
2. Citation: Revised Laws 1945, Sections 1915-1921.
3. When Created: 1921.
4. Composition: Managing Board of five members, and librarian appointed by them.
5. Head: County librarian, appointed by Managing Board.
6. How Appointed: By Board of Supervisors for terms of two years.
7. Powers and Duties:

Librarians:

1. Build up and manage a library and shall recommend what books and equipment to purchase.
2. Make annual report to Managing Board.

Managing Board:

1. General supervision and control of library.
2. Expend money acquired.
3. Make rules and regulations.
4. Appoint librarians.
5. Make annual reports to Board of Supervisors and Board of Trustees of Library of Hawaii.

1. Name of Agency: FARM LOAN BOARD
2. Citation: Revised Laws 1945, Sections 4672-4673.
3. When Created: 1919.
4. Composition: Three members, secretary employed by them, and tax assessors acting as agents.
5. Head:
6. How Appointed: By Governor with consent of Senate.
7. Powers and Duties:
 1. Prepare bulletin setting forth advantages of farm loans and protection afforded, and distribute same.
 2. Make loans secured by first mortgage.
 3. Reject applications for loans.
 4. Appraise value of security offered.
 5. Fix rate of interest, terms, conditions and covenants of mortgage.
 6. Sue and be sued in its own name.
 7. Exercise incidental powers and make rules and regulations.

1. Name of Agency: FAIR COMMISSION
2. Citation: Revised Laws 1945, Sections 12931-12933.
3. When Created: 1917.
4. Composition: Seven members.
5. Head: Chairman, designated by Governor.
6. How Appointed: By Governor, with consent of Senate, for terms of four years co-extensive with Governor appointing them.
7. Powers and Duties:
 1. Cause to be held a fair or exhibition for exhibiting mechanical, livestock, agricultural and horticultural products of Territory.
 2. Sell concessions and space in fair grounds and charge admission fees.
 3. Grant premiums, medals, ribbons and prizes for best exhibits.
 4. Permit general use of fair grounds when not in use for fairs and charge fees for such use.

1. Name of Agency: TERRITORIAL BOXING COMMISSION
2. Citation: Revised Laws 1945, Sections 7552-7571.
3. When Created: 1929.
4. Composition: Five members, including two selected from delegates to the Hawaii Association of the Amateur Athletic Union.
5. Head: Chairman, designated by Governor.
6. How Appointed: By Governor, with consent of Senate, for terms of five years.
7. Powers and Duties:
 1. Adopt rules and regulations and publish in a newspaper of general circulation.
 2. Appoint secretary, clerks and assistants, who shall keep records, books, documents; maintain general office in Honolulu and make reports to legislature.
 3. Direction, management, control and jurisdiction over all boxing contests and exhibitions.
 4. Issue licenses to conduct such contests or exhibitions.
 5. Appoint inspectors to be present at all boxing matches or exhibitions.
 6. Designate licensed referees and appoint two judges for each contest.

1. Name of Agency: HAWAII EQUAL RIGHTS COMMISSION
2. Citation: Revised Laws 1945, Sections 12921-12923.
3. When Created: 1935.
4. Composition: Governor, ex officio, Delegate to Congress, ex officio, and five other members (not more than three of the same political party), who are known supporters of statehood for Hawaii.
5. Head: Governor, ex officio chairman.
6. How Appointed: By Governor, with consent of Senate, for terms of five years.
7. Powers and Duties:
 1. Assemble, compile and publish information to support movement for admission of Territory to statehood and until then, to support rights of Territory to same or equal treatment as that received by states from federal government and oppose discriminatory legislation and assist in amending Organic Act as requested by legislature.
 2. Protect Territory and its inhabitants against unjust or discriminatory action or legislation by the federal or state governments.
 3. Correct or refute misinformation regarding Territory.
 4. Oppose or prevent discrimination against Hawaiian-born American citizens.
 5. Appear before Committees in Congress in regard to legislation affecting Territory.
 6. Maintain bureau of information concerning Territory, and appoint Executive Secretary to administer it.
 7. Conduct investigations of unequal or unjust usage of the Territory or its inhabitants.

1. Name of Agency: KAMEHAMEHA DAY CELEBRATION COMMISSION
2. Citation: Revised Laws 1945, Section 12935.
3. When Created: May 15, 1939.
4. Composition: Twenty-one members from designated organizations.
5. Head: Chairman, from Order of Kamehameha on Oahu.
6. How Appointed: By Governor, with consent of Senate, for terms of four years.
7. Powers and Duties:

Have charge of all arrangements for the celebration of 11 June.

1. Name of Agency: BOARD OF REGISTRATION
2. Citation: Organic Act, Sections 64, 80; Revised Laws 1945, Sections 188-190.
3. When Created: 1900.
4. Composition: Five boards (three members each board):
 1. Puna, Hilo and Hamakua, Hawaii
 2. Kau, Kona and Kohala, Hawaii
 3. Maui, Molokai, Lanai, Kahoolawe
 4. Oahu
 5. Kauai and Niihau
5. Head:
6. How Appointed: By Governor, with consent of Senate, for terms of four years.
7. Powers and Duties:
 1. Keep records of proceedings.
 2. Investigate right to register.
 3. Summon and examine witnesses and administer oaths.

1. Name of Agency: INSPECTORS OF ELECTION
2. Citation: Revised Laws 1945, Sections 195-198; Organic Act, Sections 64, 80; Laws of 1945, Act 244.
3. When Created: 1900.
4. Composition: Not less than three, nor more than five for each precinct.
5. Head: Chairman (inspector first named in lists of boards of inspectors).
6. How Appointed: By Governor with consent of Senate.
7. Powers and Duties:
 1. Post copies of register of voters.
 2. Post election proclamations, specimen ballots and cards of instruction.
 3. Correct copy of register as ordered by board of registration.
 4. Prepare polling places, preside at elections and preserve order at the polls.
 5. Record name of each person polling a vote.
 6. Ascertain and publicly announce result of election.
 7. Transmit result to Secretary of the Territory, and preserve and transmit all ballots polled, cancelled or unused.
 8. Keep complete record of all transactions and proceedings of the board and employ clerks.
 9. Care for ballot boxes and other property pertaining to elections.
 10. Transmit to county clerk list of voters and all electors failing to vote.

1. Name of Agency: OFFICE OF CIVILIAN DEFENSE
2. Citation: Hawaii Defense Act Rule No. 2 as amended by Rule No. 17.
3. When Created: (Director, December 7, 1941.)
4. Composition: Director, subordinates and employees.
5. Head: Territorial Director of Civilian Defense.
6. How Appointed: By Governor.
7. Powers and Duties:
 1. Exercise all powers delegated by the Governor in accordance with the Hawaii Defense Act, including powers to further delegate such powers and duties.
 2. Make orders for the enforcement of the Defense Act and rules and regulations issued thereunder.

1. Name of Agency: DEFENSE COUNCIL
2. Citation: Revised Laws 1945, Section 13116.
3. When Created: 1943.
4. Composition: Twelve members, including six from the legislature.
5. Head:
6. How Appointed: By Governor
7. Powers and Duties:

Confer with Governor and advise him in regard to any powers and duties under the Hawaii Defense Act.

1. Name of Agency: DIRECTOR OF LIQUOR CONTROL
2. Citation: E.O. 3/8/43; Hawaii Defense Rule No. 55, as amended.
3. When Created: 1943.
4. Composition: Director, his representatives and employees.
5. Head: Director of Liquor Control.
6. How Appointed: By Governor.
7. Powers and Duties:
 1. License dealers, manufacturers and dispensers with power to revoke such licenses.
 2. Issue liquor purchase permits.
 3. Establish quotas for dealers, dispensers and clubs.
 4. Establish ration periods.
 5. Delegate to liquor commissions of the several counties powers with respect to distribution and rationing of liquor.

1. Name of Agency: OFFICE OF ADMINISTRATOR OF REAL PROPERTY CONTROL
2. Citation: Hawaii Defense Act Rule No. 105; Laws of 1945, Act 69.
3. When Created: June 11, 1944.
4. Composition: Administrator and deputies appointed by him.
5. Head: Administrator of Commercial Real Property Control.
6. How Appointed: By Governor.
7. Powers and Duties:
 1. Regulate use and occupancy of all commercial premises within city and county of Honolulu, Districts of Wailuku and Lahaina, Maui and the city of Hilo, Hawaii, and increase or decrease rental rates.
 2. License commercial premises, when necessary.
 3. Appoint deputy administrator.
 4. Apply for injunctions to prevent violations of the Act.

1. Name of Agency: BOARDS OF REVIEW FOR COMMERCIAL REAL PROPERTY CONTROL
2. Citation: Laws of 1945, Act 69, Section 4 (b).
3. When Created: April 30, 1945.
4. Composition: Three members in each county to which the Act applies.
5. Head: Chairman, designated by Governor.
6. How Appointed: By Governor, with consent of Senate, for terms of two years.
7. Powers and Duties:

Review decisions, orders and determinations of the Administrator and affirm, modify or reverse them, refer them back to the Administrator, or make new orders, determinations and decisions.

1. Name of Agency: OFFICE OF DIRECTOR OF LAND TRANSPORTATION
2. Citation: Hawaii Defense Rule Nos. 79, 90.
3. When Created: December 4, 1943.
4. Composition:
5. Head: Director of Land Transportation.
6. How Appointed: By Governor.
7. Powers and Duties:
 1. Investigate and advise Governor regarding land transportation in the Territory.
 2. Regulate and control taxis.

1. Name of Agency: ADVISORY COMMITTEES TO STUDY REGULATION AND TAXATION
OF MOTOR VEHICLE TRANSPORTATION
2. Citation: Laws of 1945, Joint Resolution 9.
3. When Created: May 18, 1945.
4. Composition: To be determined by the Governor
5. Head:
6. How Appointed: By Governor
7. Powers and Duties:

Advise Governor in making a study of taxation and regulation
of motor vehicle transportation, results thereof to be
reported to the next session of the legislature.

1. Name of Agency: TERRITORIAL COUNCIL ON VETERANS' AFFAIRS
2. Citation: Laws of 1945, Act 150.
3. When Created: July 1, 1945.
4. Composition: Fifteen members, including two from each of the counties of Hawaii, Maui and Kauai. The majority shall be Veterans or members of families of veterans and none shall be officers or committee members of political parties or candidates for election to public office.
5. Head: Chairman, designated by Governor.
6. How Appointed: By Governor, with consent of Senate, for terms of four years.
7. Powers and Duties:
 1. Formulate and adopt policies, rules and regulations for the administration of this Act.
 2. Maintain an agency for counsel, information and assistance to veterans, their families and dependents.
 3. Cooperate with other agencies in the community to coordinate services to veterans, and with federal departments and agencies.
 4. Assemble, analyze, compile and disseminate information regarding benefits, rights, etc. to which veterans are entitled.
 5. Appoint voluntary county committees.
 6. Appoint or employ personnel, giving preference to veterans, and a director who shall serve as executive administrative officer.
 7. Submit a comprehensive annual report to the Governor.

1. Name of Agency: TERRITORIAL HOSPITAL SERVICE STUDY COMMISSION
2. Citation: Laws of 1945, Joint Resolution 12.
3. When Created: May 22, 1945.
4. Composition: Seven members; Director of Legislative Reference Bureau to serve as Secretary.
5. Head: Chairman, designated by Governor.
6. How Appointed: By Governor, with consent of Senate, for terms of two years.
7. Powers and Duties:
 1. Make comprehensive study of hospital and burial services and costs.
 2. Make recommendations for bills to the next regular session of the legislature.

1. Name of Agency: BOARD OF VETERINARY EXAMINERS
2. Citation: Revised Laws 1945, Section 3073.
3. When Created: 1911.
4. Composition: Three licensed veterinaries.
5. Head:
6. How Appointed: By Governor, with consent of Senate, for terms of three years.
7. Powers and Duties:

Examine applicants for license to practice veterinary medicine, surgery and dentistry and report results to Board of Health, who issues license.

1. Name of Agency: BOARD OF UNDERTAKERS EXAMINERS
2. Citation: Revised Laws 1945, Section 3051.
3. When Created: 1933.
4. Composition: Not less than two practicing embalmers, undertakers and funeral director.
5. Head:
6. How Appointed: By Board of Health.
7. Powers and Duties:

Examine applicants for license issued by Board of Health for embalming.

1. Name of Agency: REAL ESTATE COMMISSION
2. Citation: Revised Laws 1945, Sections 7733-7734.
3. When Created: 1933.
4. Composition: Three members.
5. Head: Chairman, designated by Governor.
6. How Appointed: By Governor, with consent of Senate, for terms of three years.
7. Powers and Duties:
 1. Grant license to real estate brokers and salesmen, and cancel or revoke for cause.
 2. Enforce rules and regulations and provisions of Territorial law.
 3. Make rules and regulations.
 4. Appoint clerical assistants.
 5. Make annual report to Governor.

1. Name of Agency: BOARD OF PHOTOGRAPHY
2. Citation: Revised Laws 1945, Sections 7703-7714.
3. When Created: 1933.
4. Composition: Five professional photographers.
5. Head: Chairman, designated by Governor.
6. How Appointed: By Governor, with consent of Senate, for terms of three years.
7. Powers and Duties:
 1. Administer oaths, determine qualifications, conduct examinations and issue certificates to properly qualified applicants.
 2. Keep complete record of proceedings.
 3. Appoint secretary from among members.
 4. Establish rules and regulations to maintain high standards of integrity and proficiency among holders of certificates.
 5. Fix examination fees.
 6. Power to revoke certificate for cause.

1. Name of Agency: BOARD OF PHARMACY
2. Citation: Revised Laws 1945, Sections 2904-2912.
3. When Created: 1903.
4. Composition: Three licensed pharmacists.
5. Head: Chairman, designated by Governor.
6. How Appointed: By Governor, with consent of Senate, for terms of two years.
7. Powers and Duties:
 1. Give examinations at least twice a year to applicants for licenses as pharmacists.
 2. Issue licenses and revoke for cause.
 3. Call upon Board of Health, High Sheriff, Police, etc., for assistance in inspections or in enforcing laws.

1. Name of Agency: BOARD OF OSTEOPATHIC EXAMINERS
2. Citation: Revised Laws 1945, Sections 2853-2854.
3. When Created: 1921.
4. Composition: Three osteopathic physicians.
5. Head:
6. How Appointed: By Governor, with consent of Senate, for terms of three years.
7. Powers and Duties:
 1. Make and adopt all necessary rules.
 2. Hold quarterly examinations.
 3. Refuse or recommend issuance of licenses by Board of Health to osteopathic physicians.
 4. Keep records of proceedings.

1. Name of Agency: BOARD OF EXAMINERS IN OPTOMETRY
2. Citation: Revised Laws 1945, Sections 2802-2810.
3. When Created: 1917.
4. Composition: Three optometrists.
5. Head: President, elected by Board.
6. How Appointed: By Governor, with consent of Senate, for terms of three years.
7. Powers and Duties:
 1. Prescribe rules and regulations and publish.
 2. Preserve records of acts proceedings and of certificates issued.
 3. Hold examinations at least once a year; examine applicants for certificates of registration, award certificates to those qualified.
 4. Revoke certificate for violation of law.

1. Name of Agency: BOARD OF LICENSING OF NURSES
2. Citation: Revised Laws 1945, Sections 2771-2774, 2777-2778, 2781;
Laws of 1945, Act 103.
3. When Created: 1917.
4. Composition: Five members, including four nurses of five years
experience, and one physician on the consulting staff of
a hospital maintaining a training school for nurses.
5. Head: Chairman, elected by Board.
6. How Appointed: By Governor, with consent of Senate, for terms of five
years.
7. Powers and Duties:
 1. Examine applicants for licenses as registered or practical
nurses and issue certificates, or waive examinations for
qualified applicants registered in other jurisdictions.
 2. Revoke certificates and cancel registration for certain causes.
 3. Investigate complaints and all matters concerning the
enforcement and effect of the provisions of this law and
rules and regulations thereunder.
 4. Make rules and regulations as deemed necessary and make an
annual report to the Governor.
 5. Keep record of names of all persons registered.
 6. Hold regular meetings on the second Tuesday of January, April,
July and October, and elect chairman and secretary annually
at the January meeting.
 7. Examine and approve curricula and standards for schools and
courses preparing persons for licensing under this law.

1. Name of Agency: BOARD OF EXAMINERS IN NATUREOPATHY
2. Citation: Revised Laws 1945, Sections 2652, 2654-2656.
3. When Created: May 15, 1937.
4. Composition: Three members, licensed to practice natureopathy.
5. Head: President, elected by Board.
6. How Appointed: By Governor, with consent of Senate, for terms of four years.
7. Powers and Duties:
 1. Make necessary rules.
 2. Conduct examinations of applicants and certify names to Board of Health, who will issue licenses.

1. Name of Agency: MOTOR VEHICLE DEALERS' AND SALESMEN'S LICENSING BOARD
2. Citation: Revised Laws 1945, Sections 7361-7365, 7373.
3. When Created: May 17, 1939.
4. Composition: Five members for the city and county and three members for each other county, who have been engaged in business of selling motor vehicles at retail in the territory.
5. Head: Chairman, elected by Board.
6. How Appointed: By Governor, with consent of Senate, for terms of two years.
7. Powers and Duties:
 1. Hear appeals taken from any order of Treasurer refusing to issue a license.
 2. Investigate conduct of licensees.
 3. Suspend or revoke any license after holding hearings, if licensee has violated regulations.
 4. Appoint secretary and assistants.
 5. Publish directory of licensed dealers and salesmen.
 6. Make rules and regulations; hear testimony.

1. Name of Agency: BOARD OF MEDICAL EXAMINERS
2. Citation: Revised Laws 1945, Sections 2503-2504.
3. When Created: 1896.
4. Composition: Three licensed physicians or surgeons.
5. Head:
6. How Appointed: By Governor, with consent of Senate, for terms of three years.
7. Powers and Duties:

Examine all applicants for license to practice medicine and surgery and report result to Board of Health, who issues license.

1. Name of Agency: BOARD OF HAIRDRESSERS? COSMETICIANS AND COSMETOLOGISTS
2. Citation: Revised Laws 1945, Sections 2034-2035, 2039-2048.
3. When Created: 1929.
4. Composition: Three members (one hairdresser, one cosmetician, one cosmetologist).
5. Head: President (elected by members).
6. How Appointed: By Governor, with consent of Senate, for terms of two years.
7. Powers and Duties:
 1. Examine and register applicants to be operators.
 2. Revoke and suspend certificates upon proof of violation of rules and regulations.
 3. Issue certificates of registration to schools.
 4. Elect secretary and treasurer.
 5. Keep record of its proceedings and register of applicants.
 6. Conduct investigations, compel witnesses and production of books, records and papers.

1. Name of Agency: BOARD OF REGISTRATION OF PROFESSIONAL ENGINEERS,
ARCHITECTS AND SURVEYORS
2. Citation: Revised Laws 1945, Section 7607-7610.
3. When Created: 1923.
4. Composition: Nine members (three professional engineers, three
professional architects, three professional surveyors).
5. Head: Chairman.
6. How Appointed: By Governor, with consent of Senate, for terms of
three years.
7. Powers and Duties:
 1. Accept applications for registration as engineers, architects
or surveyors, and register those satisfactory; issue certificates
thereof, and conduct examinations when deemed necessary.
 2. Make bylaws, rules and regulations.
 3. Keep record of its proceedings and of all applicants for regis-
tration.
 4. Suspend or revoke certificates for cause.
 5. Compel attendance of witnesses, administer oaths and take
testimony.

1. Name of Agency: BOARD OF DENTAL EXAMINERS
2. Citation: Revised Laws 1945, Sections 2155-2156, 2159, 2160-2164, 2181-2182.
3. When Created: 1903.
4. Composition: Five dentists engaged in practice in Territory for five or more years.
5. Head: President, elected by members.
6. How Appointed: By Governor, with consent of Senate, for terms of three years.
7. Powers and Duties:
 1. Give examinations to applicants for licenses to practice dentistry, or dental surgery, issue certificates and revoke for cause.
 2. Give examinations and certificates for dental hygienists.

1. Name of Agency: BOARD OF CHIROPRACTER EXAMINERS
2. Citation: Revised Laws 1945, Sections 2072-2079.
3. When Created: 1925.
4. Composition: Three members (graduates of chiropractic schools).
5. Head: President (elected by Board).
6. How Appointed: By Governor, with consent of Senate, for terms of three years.
7. Powers and Duties:
 1. Examine applicants and recommend issuance of licenses and order revocation for cause (licenses issued by Board of Health).
 2. Keep records and accounts.
 3. Adopt rules and regulations.

1. Name of Agency: BOARD OF ACCOUNTANCY
2. Citation: Revised Laws 1945, Sections 7522-7531.
3. When Created: 1923.
4. Composition: Three to five certified public accountants.
5. Head: President, elected by board.
6. How Appointed: By Governor, with consent of Senate, for terms of three to five years.
7. Powers and Duties:
 1. Administer oaths to applicants for C.P.A. certificates.
 2. Conduct investigations and examinations and issue certificates to properly qualified applicants.
 3. Determine qualifications of all applicants.
 4. Establish rules and regulations.
 5. Hold written examinations.
 6. Revoke certificate for cause, after hearing.
 7. Elect officers (President, Secretary, and Treasurer), keep record of all its proceedings, and present to governor an annual statement of receipts, disbursements, acts, proceedings and recommendations.

1. Name of Agency: BOARD OF EXAMINERS OF ABSTRACT MAKERS.
2. Citation: Revised Laws 1945, Sections 7501-7504.
3. When Created: 1929.
4. Composition: Judge of land court; registrar of conveyances and attorney general.
5. Head:
6. How Appointed: Ex officio.
7. Powers and Duties:

Grant, revoke and suspend licenses to makers of abstracts or certificates of titles.

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