AUG 25 2025 AM10:58

REFERENCE SERVICE SLIP
Archival Research Room Record Request
National Archives at St. Louis

Date: 8/25/2025

REQUESTER INFORMATION

Name (Please Print – Last, First, Middle)	Researcher ID Card Number
Burns, Andrew	4563213
E-Mail Address:	**Phone Number:**
afbfg4@umsl.edu	636-415-7353

INFORMATION NEEDED TO LOCATE RECORDS (Furnish as much as possible)

Name used in Service (Please Print – Last, First, Middle)	Service Number/SSN	Date & Place of Birth
Austin, Julian, H.		1898 NC

MILITARY SERVICE

Branch of Service:
- ☐ Air Force
- ☐ Army Air Corps
- ☐ Army Air Force
- ☐ Army
- ☐ Marine Corps
- ☐ Navy
- ☐ Coast Guard
- ☐ Unknown

Type of Rank:
- ☐ Enlisted
- ☐ Officer
- ☐ Unknown

Service Period (Check all that apply):
- ☐ 1939 & Prior
- ☐ 1940 - 1950
- ☐ 1950 & After

Date & Place of Death: 1970 VA

State of Residence (upon entry into service):

Other Identifying Information (Parent's Names, CSC Number, etc.)

Researcher Signature: Andrew Burns

CIVILIAN SERVICE

(Agency & Location) Lighthouse Service (MD/NC/VA)

From: 1921 To: 1948

(Agency & Location)

From: To:

(Agency & Location)

From: To:

Other Identifying Information (Maiden Name, Job Title, etc.)

This Space Intentionally Left Blank

STAFF USE ONLY

Appointment Time and Date:

Additional Researchers:
- ☐ Yes
- ☐ No

CMRS Service Request Number: C-00062072360

Attendant Signature:

CMRS Search Request Number(s): Submitted to Arc. Search 8/29/25 SBT

Remarks: A 235

25 SEP 5 AM 9:55:35

SCREENING NOTES

- ☐ Reviewed and Nothing Removed SMH
- ☐ Items Removed and User Informed

Hold Requested:
- ☐ Yes
- ☐ No

Total Requests:

Screened Items:

- ☐ Additional charge outs and signatures on reverse side

Time Out:

Final Return:

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 62112

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date November 18, 1940.

Name: Austin, Julian H.

From: U. S. Coast Guard (BUREAU OR DIVISION) Bureau No: 906

Nature of Recommendation

Change in status and post of duty - increase in grade

	FROM	TO
Position	Keeper	Keeper
Grade	Field (Range $1500-1860)	Field (Range $1620-1980)
Salary	$1680 p.a. plus $60 p.a. Qtrs.	$1680 p.a. plus $60 p.a. Qtrs.
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	U. S. Coast Guard
Headquarters	Norfolk, Virginia	Norfolk, Virginia
Post of Duty	Sharps Island Lt. Sta., Md.	Holland Is. Bar Lt. Sta., Md.
Appropriation	Civilian Employees, C.G.	Civilian Employees, C.G.
Allotment		
Field or Deptl.	Field	Field

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 2-20-1898

LEGAL RESIDENCE: N.C.

SEX: M RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE: *H. R. Hanberry (trans.)

EFFECTIVE E.O.D.

Remarks: Travel from Sherwood, Maryland, to Crisfield, Maryland, necessary in interest of Government, not for convenience of employee is authorized, with per diem of $3.50 in lieu of subsistence chargeable to symbol No. 29. Travel by privately owned automobile at the rate of 4¢ a mile, if more economical and advantageous to the United States than travel by commercial carrier, authorized. If travel is by privately owned automobile, a statement certifying that such travel is more economical and advantageous than travel by commercial carrier must be attached to the voucher.

Justification:

This is a regular position in the authorized complement of the station, and it is necessary that it be filled in order that the essential work of the Service may be carried on.

SUBJECT TO RETIREMENT ACT? Lighthouse Act 6-20-18

DATE OF OATH: JAN - 1 1941

N. R. STILES,
Commander, U. S. Coast Guard,
Assistant Personnel Officer.

Consideration given all other eligible employees
Certified as to sufficiency of Appropriated Funds

(BUREAU OR DIVISION HEAD)

(FOR USE OF DIRECTOR OF PERSONNEL. TREASURY DEPARTMENT)

DATE APPROVED BY THE SECRETARY: 1941

INTERLEAVED-PATD - MANIFOLD

75

COAST GUARD
REC'D JAN 3 1941

1941 JAN 22 PM 4 15

TREASURY DEPARTMENT
United States Coast Guard

Date 1 Jan., 1941

REPORT OF EFFECTIVE DATE OF CHANGE IN POSITION
OR PAY STATUS OF CIVILIAN EMPLOYEE

From: Commander, NORFOLK District.
To: Commandant.

Name Julian H. Austin

Nature of Action Chg. in status and post of duty - increase in grade.

Effective date of change 1 Jan., 1941.

	FROM	TO
Position	~~Asst.~~ Keeper	Keeper
Pay	$1680 p.a.	$1680 p.a.
Salary Range	$1500-1860	$1620-1980
Valuation of Quarters	$60 p.a.	$60 pla.
Station	Sharps Island Lt. Sta., Md.	Holland Island Bar Lt. Sta., Md.

Remarks: This change is reported in accordance with Department approval dated (perforated in Form 2249) 11/18/40.

Signature C. J. SULLIVAN,
By direction.

(This space for use of Headquarters)

HEADQUARTERS - U. S. COAST GUARD - WASHINGTON

Submitted to the Director of Personnel for information. JAN 21 1941

By direction of the Commandant.

Very truly yours,

R. J. GROSS,
Chief, Civilian Personnel

APPLICANT OR EMPLOYEE MUST FILL THE FOLLOWING

Name (in full) Julian Haywood Austin Sex male

Present address Manteo NC Date of birth Feb 20 1898

Give below all places of residence during the past FIVE years

From-- (Month and year)	To-- Month and year)	Number and Street	City and State
May 1933	To date	Bodie Island Lt Stac	Manteo NC

Give, in your own handwriting, the information requested below

Have you ever been arrested for any reason whatsoever? No (Yes or no)

If so, give details in space provided below.

Date of Arrest	Age	Charge	Court and Location	Judge	Disposition

NO ADDITIONAL RECORD FOUND AT F. B. I.

Have you ever been fingerprinted? Yes Where? Norfolk Va

When? Feb 12 1920 If for the Civil Service, what position?

I hereby swear (or affirm) that the above statements are complete and accurate in every detail.

U. S. COAST GUARD

Julian H Austin
Customary payroll signature of employee

Subscribed and sworn to before me this 9th day of October 1939

Isabel G. Murphy
Notary Public

My commission expires March 20, 1941.

B

July 1, 1939. Lighthouse District No. FIFTH

consolidated with NORFOLK Coast Guard District,

Headquarters NORFOLK, VIRGINIA

See U. S. Coast Guard General Order No. 37, dated June 20, 1939.

7/1/39 Transferred from Bureau of Lighthouses, Department of Commerce, and consolidated with United States Coast Guard, under terms of Plan No. 2 of Reorganization Act of 1939, approved by Congress April 3, 1939.

File received - FEB 9 1940

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION

Julian H. Austin (Name) — N. C. (Legal Residence)

STATUS

DESIGNATION	ACTION	SALARY	BUREAU–SERVICE–STATION	DATE OF EFFECT
Keeper	Prob.	$720	L.H. Choptank River L.S. Md.	12/7/21
"	Read. of pay	960	" " " " "	7/1/24
"	Read. of Pay Act. 12/6/24	1260	" " " " "	2/1/25
"	Transfer	1080	" Cape Charles L.S. Va.	6/1/25
"	Increase	1140	" " " " "	July 1, 192
"	INCREASE IN COMPENSATION	1200	" " " " "	JUL 1 1927
"	COMPENSATION Act May 28, 1928.	1320	" " " "	JUL 1928
"	Transfer	1260	" Cape Hatteras L.S.	
Keeper	Transfer	1740	L.H. Briant Id L.S.	April, 1929
"	Transfer	1680	L.H. - Gull Shoal L.S.	12-1-29
Keeper	Transf(73a)	1680	" - Roanoke River L.S.	July 1, 193
"	Transfer	1440	L.H. - Bodie Isle L.S.	June 3, 193
"	INCREASE IN COMPENSATION	1500	" "	FEB - 1 1937

107 V

Form A-88

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION
Division of Personnel
WASHINGTON

February 1, 1937.

Mr. J. H. Austin

Through the Commissioner of Lighthouses

Sir:

You are advised that your compensation has been changed as indicated below, effective February 1, 1937

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

FEB - 2 1937

Chief, Division of Personnel.
~~Chief of Appointment Division.~~

From: $1440

To: $1500

Service and grade:

Appropriation (unit) Field

FOR BASIS OF THIS ACTION SEE LETTER DATED DEC 23 1936

FILE 1093/1.

5
Q

FEB 13 1937

5325

CANCELLED

GOVERNMENT PRINTING OFFICE 11—9051

LIGHTHOUSES

DEPARTMENT OF COMMERCE

1933 JUN - 9 - AM 8:58

1933 JUN - 13 - PM 2:37

DEPARTMENT OF COMMERCE
Lighthouse Service

DEPARTMENT OF COMMERCE
JUN 13 1933
APPOINTMENT DIVISION

CHIEF CLERK

District Fifth

Date June 8, 1933.

CHANGE IN STATUS OF EMPLOYEES

Name Julian H. Austin
Nature of Action Trans. & Demotion
Effective Date June 3, 1933.

	FROM	TO
Position	Asst. Keeper	Asst. Keeper
Pay	$1680.p.a.	$1440.p.a.plus $240.p.a. for quarters
Station	Roanoke River Light Station, N.C.	Bodie Island Light Station, N. C.

Remarks: CARDED

This action was taken in view of the proposed discontinuance of Roanoke River Light Station, N.C., on June 29, 1933.

ENTERED ON COMPLETION OF PERSONNEL JOURNAL
JUL 7 - 1933
Date.....

L. M. Hoffman
Signature.
Superintendent of Lighthouses.

NOTE: This form is to be used for both appointed and unappointed employees but only in reporting changes in status, such as salary promotions, changes in designation, etc. Separations in any manner (such as by resignation, death, retirement, etc.) should not be reported on this form but in such cases a certified copy of district Form 2806 should be forwarded to the Bureau in accordance with the instructions in Bureau Circular Letter No. 309 , dated November 30, 1931 .

Bureau of Lighthouses, Washington
JUN 13 1933

Submitted to Secretary of Commerce for his information
For the Commissioner:

R. F. Gross
Chief, Personnel Division.

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

June 2, 1933.

Mr. Julian H. Austin,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective upon entrance on duty (change of station).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

EDW. J. GARDNER.

JUN - 2 1933

Chief of Appointment Division.

From: $1680 per annum.

To: $1440 per annum.

Service and grade:

Appropriation (unit): Field.

CARDED

APPOINTMENT DIVISION
ENTERED ON JOURNAL
JUN 10 1933
SHEET NO. 4781
DEPARTMENT OF COMMERCE

5
DGE

...ENT PRINTING OFFICE 11—9051

Form 73
Ed. April, 1929

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
1934 MAY -26- AM 10:14

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth DISTRICT.

Baltimore, Md. (City) May 25, 1933 (Date)

COMMISSIONER OF LIGHTHOUSES:

CHIEF CLERK

Action recommended, Transfer and Demotion — To fill one existing vacancy

Legal residence, North Carolina

Name, Julian H. Austin

Proposed salary, $1440.p.a. plus $240. p.a. quarters.

Position, Asst. Keeper — End 1921

Proposed range, $1260-1620, plus $240. p.a. quarters.

Location, Bodie Island Light Station, N.C.

Appropriation, Sal. Keepers of L.H.

Effective, June 1, 1933

[1] ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

no quarters

Former position, Same

Former salary, $1680.p.a.

Location, Roanoke River Light Station, N.C.

Former range, $1440-1800.

Rank on eligible list, ---- Rating, 1811 Percentage, ---- , Other eligibles considered:

Previous incumbent, his pay: W. H. Etheridge / Services terminated, March 31, 1933. $1500.p.a.plus $240. (Lt.#1811)

Reason, Retired account disability. — 3/31/33

Members of family in Government service, None.

Date of birth, February 20, 1898.

Remarks: This action is necessitated by the proposed discontinuance of Roanoke River L.S.; is for the best interests of the Service and will not violate Civil Service rule relative to religious or political affiliations or opinions.

Selection regular, subject to the action of the
U. S. Civil Service Commission, , 19----

5-26-33

L. M. Hopkins

Secretary, Civil Service District.

Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

May 25, 1933

Submitted to the Secretary of Commerce, approved. **Attention is invited to the Superintendent's remarks regarding the proposed discontinuance of Roanoke River Lightstation, recommendation in regard to which will be later submitted.**

JCA

Action O. K.

Chief Clerk

APPOINTMENT DIVISION
NECESSARY ACTION TAKEN
JUN 2 - 1933
DEPARTMENT OF COMMERCE

W P Starman

Acting Commissioner of Lighthouses.

[1] Strike out the clause which does not apply.

11—2314

DEPARTMENT OF COMMERCE
MAY 26 1933
LIGHTHOUSES

DEPARTMENT OF COMMERCE
JUN -2 1933
APPOINTMENT DIVISION

CROSS REFERENCE

L. H. Austin 8/6/30

See file L & E Landis for

effective date

Form 73a

REPORT OF TRANSFER OF APPOINTEE

CHIEF CLERK

1930 JUL 21 AM 11 09

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES. Fifth DISTRICT.

DEPARTMENT OF COMMERCE JUL 21 1930 APPOINTMENT DIVISION

June 5, 1930

THE COMMISSIONER OF LIGHTHOUSES:

The following-named employee will be transferred as indicated, and will enter upon duty at his new station on or about July 1, 1930.

Name, Julian H. Austin — Position, 2nd Asst. to Asst. Keeper

From Gull Shoal Light Station — To Roanoke River Light Station

Previous incumbent, Joseph W. Cooper — (LT #923)

Services terminated, June 30, 1930 — Reason, Retirement pending.

CARDED

L. M. Hopkins

Superintendent of Lighthouses.

July 11, 1930

The above-referred-to transfer became effective beginning with July 1, 1930.

L. M. Hopkins

Superintendent of Lighthouses.

11—4598

BUREAU OF LIGHTHOUSES
WASHINGTON

JUL 18 1930

Submitted to the Secretary of Commerce for his information.

W. P. Harman

Acting Commissioner of Lighthouses.

Form 73a

REPORT OF TRANSFER OF APPOINTEE

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES. Fifth DISTRICT.

CHIEF CLERK 1930 JUN 21 AM 11

DEPARTMENT OF COMMERCE JUN 23 1930 APPOINTMENT DIVISION

June 5 , 1930

THE COMMISSIONER OF LIGHTHOUSES:

The following-named employee will be transferred as indicated, and will enter upon duty at his new station on or about July 1, 1930.

Name, Julian H. Austin — Position, 2nd Asst. to Asst. Keeper

From Gull Shoal Light Station #1680 (Range #1560-#1860) (Bu) — To Roanoke River Light Station #1680 (Range #1440-1740) (Bu)

Previous incumbent, Joseph W. Cooper — (LT. #923)

Services terminated, June 30, 1930 — Reason, Retirement pending.

L. M. Hoppins
Superintendent of Lighthouses.

, 19

The above-referred-to transfer became effective beginning with .....

.....

11—4598

BUREAU OF LIGHTHOUSES
WASHINGTON

Incl.

June 20, 1930.

Submitted to the Secretary of Commerce for his information. **Attention is invited to the inclosed copy of a letter from the Fifth Supt. relative to the transfer of this employee without change in salary although with a reduction in range, in which the Bureau concurs.**

Acting Commissioner of Lighthouses.

IN REPLYING ADDRESS
COMMISSIONER OF LIGHTHOUSES
AND REFER TO DATE OF THIS LETTER
AND FILE NO.

EJD

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

LIGHTHOUSES
1930 JAN 7 AM 9:34

JAN 14 1930
APPOINTMENT DIV.

SEPT. JAN. 3 1930 BALTIMORE

Airways
Hydro
Radio M
Engr. Constr.
Mar. Engr.
Personnel
Finance
Law & Prop.
Chief Clerk
Adm. Assist.
Dep. Commr.
Commissioner

January 1, 1930.

CHIEF CLERK
1930 JAN 13 PM 4

Superintendent of Lighthouses,
Baltimore, Maryland.

Effective date transfer Julian H. Austin from 2nd Asst. Keeper, Brant Island Shoal L.S. to 2nd Asst. Keeper, Gull Shoal L.S., recommended to be effective Oct. 1, 1929, or thereafter.

It appears from the records that the effective date referred to above has not been reported and it is requested that this information be furnished promptly.

CARDED

W. P. HARMAN
Acting Commissioner of Lighthouses.

WLR:AHL.

Office of Superintendent, 5th Dist.
Baltimore, Md. January 4, 1930.

1. Returned to Commissioner of Lighthouses, Washington, D.C., attention being invited to my letter of December 3rd on the subject of consolidation of lights in Pamlico Sound and tributaries, in which is reported the effective date of transfer of personnel at Brant Island Shoal Light Station to Gull Shoal Light Station on December 1. The personnel affected are:

L. E. Gidley, Keeper,
C.H. Fulcher, 1st Asst. Keeper
J. H. Austin, 2nd " "

Superintendent of Lighthouses.

Bureau of Lighthouses, Washington

JAN 13 1930

Submitted to Secretary of Commerce for his information

U. S. REPORT DATA
RETIRED

W P Harman
Acting Commissioner of Lighthouses

CROSS REFERENCE

J. H. Austin

Transfer & Demotion – effective - 12/1/29

see file - D. S. Callis

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

September 6, 1929.

Mr. Julian H. Austin,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective October 1, 1929, or upon entrance on duty (change of station).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

T. B. MORROW
SEP 17 1929

Acting Chief of Appointment Division.

From: $1740 per annum.

To: $1680 per annum.

Service and grade:

Appropriation (unit): Field.

APPOINTMENT DIVISION ENTERED SEP 14 1929 DEPARTMENT OF COMMERCE

2438

5
E

CARDED

GOVERNMENT PRINTING OFFICE 11—9051

AHL.

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE SEP 6 1929 APPOINTMENT

CHIEF CLERK SEP 5 6 AM 10

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 5th DISTRICT.

Baltimore, Md. (City) August 22, (Date) 29

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Change in Range

Name, Julian H. Austin

Position, (2nd Asst.) Keeper

Location, Gull Shoal Light Station, N.C.

Effective, October 1st, 1929

Former position, (2nd Asst.) Keeper

Location, Brant Island Shoal Light Station, N.C.

To YP new sta. Auth. Pending.

Legal residence, Frisco, N.C. Nor. step 1680 Bureau

Proposed salary, ~~$1740.~~ p. a.

Proposed range, $1560-1860.

Appropriation, ~~Sal. L. H. Keepers~~

[1] ~~the exact work date of vacancy caused by the separation from the service of~~, or as soon thereafter as he enters on duty.

Former salary, $1740.

Former range, $1620-1920

Rank on eligible list, --- Rating, --- Percentage, --- , Other eligibles considered:

This recom. held for Bltr. 8/22/29 (Hesmith)

Previous incumbent, New Position (Lt. #2027) Services terminated,

See Bltr. 8/22/29 - Acting Auth. - this Gro.

Reason,

Members of family in Government service, None

Date of birth, February 20, 1898.

Remarks: See letter Hesmith from this office of even date recommending discontinuance of personnel at Brant Island Shoal Light Station and authorization of personnel at Gull Shoal Light Station.

Selection regular, subject to the action of the
U. S. Civil Service Commission, , 19-----

APPOINTMENT DIVISION RECEIVED Secretary, ACTION TAKEN SEP 16 1929 DEPARTMENT OF COMMERCE

Civil Service District.

Asst. Superintendent of Lighthouses.

9-6-29

BUREAU OF LIGHTHOUSES
WASHINGTON

September 5, 1929.

Submitted to the Secretary of Commerce, approved. Recommendation for the authorization of this position has been separately submitted. Not rec'd 9/6/29

Action O. K.

Acting Chief Clerk

Acting Commissioner of Lighthouses.

[1] Strike out the clause which does not apply.

11—2314

DEPARTMENT OF COMMERCE

Description of duties of field positions.

Bureau No.: Lt. #2027

Name:
Julian H. Austin

Bureau:
Lighthouses

Salary:
$1680 per annum

Salary range: $1560-1860

Position:
Keeper (2nd Assistant)

Station: Gull Shoal Light Station,
5th Lighthouse District.

Description of duties:

Similar to those performed by John M. Stowe, 2nd Assistant Keeper, Pamlico Point Light Station, 5th District, Lt. #917.

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

March 7, 1929.

Mr. Julian H. Austin,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective April 1, 1929, or as soon thereafter as you enter on duty (change of station).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

EDW. J. GARDNER.

MAR 11 1929

Chief of Appointment Division.

From: $1260 per annum.

To: $1740 per annum.

Service and grade: Field.

Appropriation (unit):

C

5-

APPOINTMENT DIVISION ENTERED MAR 16 1929 2288 ON JOURNAL DEPARTMENT OF COMMERCE

CARDED

GOVERNMENT PRINTING OFFICE 11—9051

PERSONNEL CLASSIFICATION BOARD FORM NO. [redacted] FIELD QUESTIONNAIRE
(To be filled out in accordance with the [redacted]uctions given in P. C. B. Forms Nos. 15 [redacted])

Bureau No. [redacted] Sheet No. 5(b)109

Space re[redacted]d for the use of the Board

Austin Julian D.

1. [redacted] (Surname) [redacted] (Given name) [redacted] (Initial)

2. Department Commerce
3. Bureau Lighthouses
4. Field service Lighthouse Service
5. (a) Field station Roanoke River Light Station
   (b) Subdivision
   (c) City or town State
6. Pay roll title Light Keeper
7. Customary office title Asst. Keeper
8. Present administrative allocation $1320-1560
9. Present gross rate of pay $ 1560
10. Deduction for allowances $ None
11. Net rate paid in cash $ 1560

12. Indicate by an "X" in the proper box or boxes the kind of allowances, if any, received by the employee:
☐ House ☐ Room { ☐ Furnished ☐ Unfurnished } ☐ Heat ☐ Light ☐ Fuel ☒ Laundry ☐ Uniform ☐ Subsistence or rations in kind
Meals per day: ☐ 1 ☐ 2 ☐ 3

13. Describe any other allowance, privilege, or perquisite of value

14. If any special equipment or a bond is required by law or regulation to be furnished at the employee's expense, state kind and annual cost
Uniform, approximately $15.00

15. (a) Regular hours of work: From None m. to m. (b) How many hours per week excluding unusual or irregular overtime work?
Summer 66 Winter 66 (c) If not a full time and all-the-year-round position, state number of hours per day;
number of days per { week / month / year } (d) If certain hours of availability for duty, outside of regular working hours, are required, state hours and type of such duty
Subject to call at all times.

16. (a) Rate of pay for overtime None (b) Amount of overtime pay in last 12 months

17. (a) Does the employee in any way direct or supervise other employees? No. (b) If so, in what way? (See Form 16 before answering)
(c) How many?

18. If the employee supervises other persons through immediate contact, give the name and the sheet numbers of such persons. (For such of these as may not be covered by questionnaires, give number and kinds by occupations.) If the employee exercises supervision through section or division heads, give the title of such sections or divisions and the names and sheet numbers of their heads.

Trans to Bodie Island 6/1/32

19. (a) Is the employee in any way directed, supervised, or instructed, or his work reviewed? Yes. (b) If so, in what way? (See Form 16 before answering.)
By Principal Keeper with whom he works side by side or watch and watch. He is instructed by example and supervised by direct personal contact with the Principal Keeper and by periodic inspections of stations by District Superintendent or his representative.

20. What is the name, official position, and sheet number of the employee's immediate superior? W. B. Clifton, 5(b)106

21. Employee's education: Strike an "X" over the number representing the highest grade or year completed in each type of school:

Elementary								High				Normal				College				Postgraduate or professional				
1	2	3	4	X 5	6	7	8	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	(Kind)

Other education (describe):

22. What length and kind of experience or other training did the employee possess upon original entrance into this position which was most qualifying or pertinent?
Two Years and 6 Months on Lt Ships as Seaman
Mar 21 22 Certificated Grad Composed Troy

Joseph W Cooper

10—1856

23. TO THE EMPLOYEE: Describe in de[illegible]e work you do. Put each distinct duty, task, or process in [illegible]rate paragraph. Explain first those that require most of your time. Explain occasional [illegible] last. In the column at the left opposite each paragraph ent[illegible]e approximate percentage of your time devoted to the work described in that paragraph[illegible] NOT ATTEMPT TO COMPOSE THIS STATEME[illegible]WITHOUT FOLLOWING THE INSTRUCTIONS OF P. C. B. FORM NO. 15.

Percentage of working time	
50 %	Daily Duties: Keeping watch, lighting and attending to light, taking in light, cleaning and keeping same in order for relighting, cooking scrubbing and brushing, running fog signal if needed, going for mail and supplies when needed, attending to beacon light, keeping same lighted and in good condition.
25 %	Weekly Duties: Are the same as those for daily. Scrubbing in a general way that is, from lantern to main gallery decks, keeping boats scrubbed and painted, keeping boat engine in good condition.
10 %	Monthly Duties: Same as weekly.
10 %	Yearly Duties: General painting, scrubbing and cleaning of boats house and keeping in good condition all parts of station.
5 %	Periodically: Rendering assistence to any one in need of same by reason of boat trouble or stress of weather, visiting family. Station isolated, near P.O. 7 1/4 miles, beacon light 5 miles from station.

24. I hereby certify that the foregoing was composed by me after reading P. C. B. Form No. 15, and that it is a true statement of my duties.

Joseph N. Cooper
(Signature of Employee)

25. TO THE PREPARING OFFICER: Write your own description of the employee's work. If in describing the work of the position you would cover the same [illegible]

Answer to Question 25, P.C.B.Form No.14

The duties of this employee are to share the watches with principal keeper in care of light and fog signal and the labor of keeping same in state of perfect cleanlinsss and efficiency, and in cleaning, painting and minor repairs of the entire station, which is a 2-story frame house on interbraced iron piles on a submarine foundation, surmounted by a glazed lantern in which is mounted a fresnel lens for display of light, which may be either a kerosene wick lamp or incandescent oil vapor light. The fog signal is a bell operated by clockwork machinery. Communication with shore is by launch (motor). Each of two keepers is allowed 8 days ashore per month and during absence of principal keeper, the assistant is in full charge of station.

[illegible] (Date) (Signature of Preparing Officer) [illegible]

28. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief, the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ---------- In my judgment the compensation of this position should be in a range from $ 1320 to $ 1680

Oct. 6, 1928 (Date) H. L. [illegible] (Signature of head of field office or station) Supt. of Lighthouses. (Title)

29. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ---------- In my judgment the compensation of this position should be in a range from $ 1320 to $ 1680

OCT -8 1928, 1928 (Date) J. S. CONWAY (Signature of head of bureau or his representative) Acting Commissioner of Lighthouses. (Title)

U. S. GOVERNMENT PRINTING OFFICE: 1928

10—1856

23. TO THE EMPLOYEE: Describe in de[illegible]e work you do. Put each distinct duty, task, or process in [illegible]rate paragraph. Explain first those that require most of your time. Explain occasional [illegible] last. In the column at the left opposite each paragraph en[illegible]e approximate percentage of your time devoted to the work described in that paragraph[illegible] NOT ATTEMPT TO COMPOSE THIS STATEME[illegible]WITHOUT FOLLOWING THE INSTRUCTIONS OF P. C. B. FORM NO. 15.

Percentage of working time	
	Daily Duties:
50 %	Keeping watch, lighting and attending to light, taking in light, cleaning and keeping same in order for relighting, cooking scrubbing and brushing, running fog signal if needed, going for mail and supplies when needed, attending to beacon light, keeping same lighted and in good condition.
25 %	Weekly Duties:
	Are the same as those for daily. Scrubbing in a general way that is, from lantern to main gallery decks, keeping boats scrubbed and painted, keeping boat engine in good condition.
10 %	Monthly Duties:
	Same as weekly.
10 %	Yearly Duties:
	General painting, scrubbing and cleaning of boats house and keeping in good condition all parts of station.
5 %	Periodically:
	Rendering assistence to any one in need of same by reason of boat trouble or stress of weather, visiting family.
	Station isolated, near P.O. 7 1/4 miles, beacon light 5 miles from station.

24. I hereby certify that the foregoing was composed by me after reading P. C. B. Form No. 15, and that it is a true statement of my duties.

Joseph N. Cooper
(Signature of Employee)

25. TO THE PREPARING OFFICER: Write your own description of the employee's work. If in describing the work of the position you would cover the [illegible]

Answer to Question 25, P.C.B.Form No.14

The duties of this employee are to share the keeper in care of light and fog signal and the of perfect cleanliness and [illegible]

26. How long have the employee's duties been substantially as described above? [illegible]

27. I hereby certify that to the best of my knowledge and belief the statements made by me on both sides of this sheet are accurate and complete.

Oct. (Date), 1928 H. D. [illegible] (Signature of Preparing Officer) Supt. of Lighthouses. (Title)

28. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief, the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ---------- In my judgment the compensation of this position should be in a range from $ 1320 to $ 1680

Oct. 5 (Date), 1928 H. D. [illegible] (Signature of head of field office or station) Supt. of Lighthouses.

29. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ---------- In my judgment the compensation of this position should be in a range from $ 1320 to $ 1680

OCT -8 1928, 1928 (Date)

J. S. CONWAY (Signature of head of bureau or his representative)

Acting Commissioner of Lighthouses. (Title)

U. S. GOVERNMENT PRINTING OFFICE: 1928

10—1856

Form 73
VRH

LIGHTHOUSES 1929 MAR 6 AM 9 17

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE MAR 7 19 APPOINTMENT DIVISION

CHIEF CLERK

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth 7 DISTRICT.

5

Baltimore, Md., March 5, 1929
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer To fill Asap. Vac.

Name, Julian H. Austin

Position, (2nd Asst.) Keeper 893

Location, Brant Island L.H., N.C.

Effective, April 1, 1929

Legal residence, North Carolina

Proposed salary, $1740. p.a. Same Step

Proposed range $1620-1920

Appropriation, ~~Sal. L.H. Keepers~~ Such etc

[1] ~~the actual date of entrance on duty~~ or as soon thereafter as he enters on duty.

Former position, (2nd Asst.) Keeper

Location, Cape Hatteras L.H., N. C.

Former salary, $1260. p.a.

Former range, ~~$1320~~ $1140-1440

Rank on eligible list, ---- Rating, ---- Percentage, ---- , Other eligibles considered: ---

Previous incumbent, John E. Midgett (Lt.#893) 1740 Services terminated, March 31, 1929

Reason, Transferred. (Recom. Transfer)

Members of family in Government service, None

Date of birth, February 20, 1898

Remarks:

Selection regular, subject to the action of the U. S. Civil Service Commission, , 19----

---

Secretary, Civil Service District.

E. Hopkins

Acting Superintendent of Lighthouses

BUREAU OF LIGHTHOUSES
WASHINGTON

MAR 6 - 1929

3-7-29

Submitted to the Secretary of Commerce, approved.

Action O. K.

Chief Clerk

MAR 11 1929

E. E. KING
Acting Commissioner of Lighthouses

[1] Strike out the clause which does not apply.

11—2314

1636

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

VRH

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
1928 OCT 9 AM 9 25

DEPARTMENT OF COMMERCE
OCT 10 1928
APPOINTMENT DIVISION

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
BALTIMORE, MD.

October 8, 1928

CHIEF CLERK
1928 OCT 10 PM 3

Commissioner of Lighthouses,
Washington, D. C.

Subject: Transfers and promotions.

1. Below is report for month of September of transfers, promotions and demotions made in this district which do not require oaths, including transfers made on Form 73a, with necessary data required by the Department in connection thereto:

Name	Position	Salary	Nature of change	Letter date	Effec.date of change.
Julian H. Austin	Keeper	$1260.p.a.	Trans.& Demot.	8/17/28	9/1/28
Wm. T. Donald	Keeper	1380.	Demotion	9/1/28	9/1/28
Edgar J. Harper	Keeper	1200.	Trans.	8/20/28	9/10/28
Wm. R. Wilkinson	2nd Officer	1860.L	Trans.	8/17/28	9/17/28

CARDED

W. D. King
Superintendent of Lighthouses

Bureau of Lighthouses, Washington.
OCT 10 1928
Submitted to Secretary of Commerce for his information
Commissioner of Lighthouses
Acting

O. K. REPORT DATA
ENTERED

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

August 17, 1928.

Mr. Julian H. Austin,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective upon entrance on duty.

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

AUG 31 1928

Chief of Appointment Division.

From: $1320 per annum

To: $1260 per annum

Service and grade: Field.

Appropriation (unit):

6

CANCELED

APPOINTMENT DIVISION ENTERED SEP 1 1928 ON JOURNAL DEPARTMENT OF COMMERCE

GOVERNMENT PRINTING OFFICE 31—9051

Form 73

LIGHTHOUSES
1928 AUG 15 AM 8 52

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1928 AUG 17 AM 10 23
CHIEF CLERK

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, FIFTH DISTRICT

10/15/28 Let 5th.

Baltimore, Md., August 14, 1928
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and demotion

Name, Julian H. Austin,

Position, 2nd Assistant Keeper

Location, Cape Hatteras Light Station, N. C.

Effective, August16, 1928

Legal residence, North Carolina

Proposed salary, $1260. p.a. Same Step

Proposed range, 1140-1440

Appropriation, Sal. L.H. Keepers

[1] the ~~actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, (2nd Asst.) Keeper

Location, Cape Charles Light Station, Va.

Former salary, $1320. p.a.

Former range, $1200-1500

Rank on eligible list, ---- Rating, ---- Percentage, ---- , Other eligibles considered:

Previous incumbent, William E. Quidley 1260

Services terminated, On or about Aug. 15,1928

Reason, ~~Transferred~~ Promoted to position of 1st Assistant Kpr., Cape Hatteras.

Members of family in Government service, None

Date of birth, February 20, 1898

Remarks:

Selection regular, subject to the action of the U. S. Civil Service Commission, , 19

APPOINTMENT DIVISION SECRETARIAL SECTION DEPARTMENT OF COMMERCE AUG 30 1928

H. D. King
Superintendent of Lighthouses

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON

August 16, 1928.

8/17-28

Submitted to the Secretary of Commerce, approved, attention being invited to the attached letter of August 15 from the Superintendent.

H. D. Bruman

LIGHTHOUSES
1928 AUG 16 AM 9 12

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
BALTIMORE, MD.

August 15, 1928.

Commissioner of Lighthouses,
Washington, D.C.

Subject: Transfer and demotion, Julian H. Austin.

1. Yesterday, August 14th, nomination was submitted recommending transfer and demotion of Julian H. Austin to position of second assistant keeper, Cape Hatteras Light Station, N.C., from position of second assistant keeper, Cape Charles Light Station, Va. It is desired to explain in connection with this nomination that the transfer proposed was requested by Mr. Austin, and the demotion is not in violation of Section 2 of Civil Service Rule 1, relative to political or religious opinions or affiliations.

For and in absence of Supt.

Asst. Superintendent of Lighthouses.

DEPARTMENT OF COMMERCE
BUREAU OF FISHERIES
WASHINGTON

ADDRESS ALL COMMUNICATIONS TO
COMMISSIONER OF FISHERIES
WASHINGTON, D. C.

July 31, 1928.

Chief of Appointment Division,
Department of Commerce.

This is to advise that Howard A. Cokeley, foreman at the bureau's station at Leadville, Colorado, has been transferred to the position of foreman at the Crawford, Nebraska, station, effective July 16, 1928.

Acting Commissioner.

C

CARDED

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

VRH
Incls.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE
LIGHTHOUSES

1928 AUG 8 AM 9 09

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
BALTIMORE, MD.

August 6, 1928

Commissioner of Lighthouses,
Washington, D. C.

CHIEF CLERK
1928 AUG 9 AM 11 10

Subject: Corrections in appointments.

1. The Bureau is requested to please correct and return the enclosed appointments as follows:

FROM	TO
Julium H. Austin	Julian H. Austin
~~John E. Quidley~~	~~John E. Quidley~~

W. D. King

Superintendent of Lighthouses

1 incl.
RLC:EMF Bureau of Lighthouses, Washington, D. C., August 10, 1928.

Submitted to the Secretary of Commerce recommending amendment of the attached notice as above indicated.

H. B. Bowerman

Acting Commissioner of Lighthouses.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

AMENDED

July 1, 1928.

Mr. Julian H. Austin,

Through the Chief, Bureau of Lighthouses.

Sir:

You are advised that under the Welch Act your compensation has been changed as indicated below, effective July 1, 1928.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

From: $1200 per annum.

To: $1320 per annum.

AMENDED

11—9504

R
5

Appointment Division
Entered
July 2, 1928
Dept. of Commerce

August 16, 1927.

The Superintendent, 5th District, Lighthouse Service, Baltimore, Maryland, submits report for month of July of transfers, promotions, and demotions, giving effective date of change.

NAME	POSITION	SALARY	NATURE OF CHANGE	LETTER DATE	EFFECTIVE DATE
J. H. AUSTIN	Keeper	$1200 p.a.	Increase	7-1-27	7-1-27

See letter dated August 1, 1927, in file of Lewis McD. Hopkins.

CROSS REFERENCE.

CROSS REFERENCE

SEE FILE--464/16/D#1

NAME Austin, Julian H. POSITION Keeper

BUREAU BUREAU OF LIGHTHOUSES STATION 5th Dist.

CIRCULAR #11----9/15/23

BASE PAY	Bonus	Total	Allowances			As Classified for estimate purposes			Recommendations regarding differential from standard rates		
			Items	Value	Aggregate	Service	Grade	Pay	Is differential recommended	Amt. per annum to be Added	Subtracted
720	240	960	CR	164.25	1124.25	LHS	2	1200	yes	60	

CIRCULAR #13----11/13/23

approx - $1260

GRADE RECOMMENDED 5

RANGE OF COMPENSATION RECOMMENDED FROM $1260 TO $1500

16. Indicate what special equipment, if any, the employee is required by law or regulation to furnish at his own expense, and the approximate annual maintenance cost to the employee:

Kind of equipment Uniform; annual cost, $ Est. $20.00

17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)

(a) Elementary school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☒ 8

(b) High school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4

(c) Business school; years ☐ ½ ☐ 1 ☐ 1½ ☐ 2 ☐ 2½ ☐ 3

(d) College: Name ; years ☐ 1 ☐ 2 ☐ 3 ☐ 4

(e) Post graduate work: Kind ; years ☐ 1 ☐ 2 ☐ 3

(f) Correspondence courses: Kind ; number of lessons ; number completed

18. Description of work. (Describe the various tasks performed, making the description of each as detailed as space will permit. Use a paragraph for each task and number the paragraphs. In the column at the right state the estimated percentage of the total time—in the course of a day, month, or year—given to each task.)

Percentage of total time given to each task

WATER STATION

1. Operating fifth order light and bell fog signal,
2. Keeping the station painted and clean.
3. Keeping the machinery and small boats in order,
4. Keeping station records and preparing reports,
5. Going for mail and provisions,
6. Observing aids to navigation and conditions of weather.
7. Preparing meals and keeping rooms clean.

* This employee is located at a Water Station and allowances marked X do not apply to his family who must live ashore.

CLASSIFICATION BOARD FORM NO. 1
(Filled out in accordance with detailed instruction sheet, Form No. 2)

Sheet No. 29
2—12758

DO NOT WRITE IN THIS SPACE

	a		
	b		
	c		
	d		

Austin (Surname) Julian (Given name) H. (Initial)

2. Department Commerce
3. Bureau Lighthouse
4. Field Service Lighthouse Service
5. (a) Field Station Fifth Lighthouse District
   (b) Subdivision Choptank River Lt. Sta., Md.
   (c) City or town ____ State Md.
6. Pay-roll title Light Keeper,
7. Customary office title Ass't. Keeper.

8. (a) Number of regular working hours of the position, per day Avg. about 15; per week 105
   (b) If this is not a full-time position, state percentage of time employed per day ____; or per week ____
   (c) If night work, wholly or in part, state the hours: From 1/2 of time from sunset to sunrise. m. to ____ m.
9. If this is not an all-year-round position, state approximate number of days employed each year ____
   During what months ____
10. If the employee receives compensation from any other branch of the Federal Government, or from any city, county, or State government, state the position held and the compensation ____
11. Present rate of pay, exclusive of bonus ____ $ 720. per annum; bonus, $ 240. per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $ 720. per annum; bonus, $ 240. per annum.
13. If the employee receives overtime pay, state the rate None
14. Title of appropriation or fund from which basic compensation is paid Salaries, Keepers of Lighthouses
15. Indicate by an "X" in the proper box any of the following allowances received, in addition to salary or wages: ☒ Quarters; ☐ 3 meals per day; ☐ 2 meals per day; ☐ 1 meal per day; ☐ Subsistence or rations in kind; ☐ Uniform; ☐ Laundry; ☒ Fuel; ☒ Light; ☐ Heat. If cash allowances are made for any of these items, state which items and the amounts per annum $164.25 45 24 cents per diem commutation of rations.
16. Indicate what special equipment, if any, the employee is required by law or regulation to furnish at his own expense, and the approximate annual maintenance cost to the employee:
    Kind of equipment Uniform; annual cost, $ Est. $20.00
17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)
    (a) Elementary school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☒ 8
    (b) High school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
    (c) Business school; years ☐ ½ ☐ 1 ☐ 1½ ☐ 2 ☐ 2½ ☐ 3
    (d) College: Name ____; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
    (e) Post graduate work: Kind ____; years ☐ 1 ☐ 2 ☐ 3
    (f) Correspondence courses: Kind ____; number of lessons ____; number completed ____

18. Description of work. (Describe the various tasks performed, making the description of each as detailed as space will permit. Use a paragraph for each task and number the paragraphs. In the column at the right state the estimated percentage of the total time—in the course of a day, month, or year—given to each task.)

Percentage of total time given to each task

WATER STATION

1. Operating fifth order light and bell fog signal,
2. Keeping the station painted and clean.
3. Keeping the machinery and small boats in order,
4. Keeping station records and preparing reports,
5. Going for mail and provisions,
6. Observing aids to navigation and conditions of weather,
7. Preparing meals and keeping rooms clean.

* This employee is located at a Water Station and allowances marked X do not apply to his family who must live ashore.

19. Does employee work under immediate supervision, or to a large extent upon his own responsibility? (Describe fully.)

Ass't. Keeper is under immediate supervision of keeper except when keeper is absent from station, when assistant keeper takes charge of station and assumes responsibilities of keeper. Stations are usually in isolated localities where the personnel must act in emergency without reference to superior officers.

20. Do the duties involve direction or supervision of the work of other employees? .....
If so, describe the nature of the direction or supervision and give the number and classes of employees directed or supervised.

This employee ranks second at this station and he has no employees under him.

21. How long have the employee's duties been substantially as described above? Since Dec. 7, 1921.

22. I hereby certify that to the best of my knowledge and belief the answers to the foregoing questions are correct.

May 25, (Date), 1923. H. D. King (Signature of Preparing Officer) Supt. of Lighthouses (Title)

23. I have read the foregoing and I agree to it except as follows:

(Signature of Employee)

THE FOLLOWING TO BE FILLED OUT BY THE HEAD OF THE FIELD OFFICE OR STATION

24. Indicate by an "X" in the proper spaces below the qualifications and personal traits considered important for the satisfactory performance of the duties of this position:

	High Degree	Average	Not Essential
Judgment		X	
Accuracy		X	
Initiative (originality and resourcefulness)	X		
Trustworthiness (dependability)	X		
Speed (quickness)		X	
Physical Qualities (strength and endurance)	X		

Educational Training	Essential	Desirable But Not Essential
College		
High School		X
Common School	X	

Technical Education: If essential, kind and extent .....

Experience: If essential, kind and extent .....

25. I hereby certify that I have read the foregoing and that, to the best of my knowledge and belief, the statements made are accurate and complete. In my judgment the compensation of this position should be in a range from $ 1020. to $ 1260. exclusive of allowances mentioned in Question 15.

May 25, (Date), 1923. H. D. King (Signature of head of field office or station) Supt. of Lighthouses. (Title)

GOVERNMENT PRINTING OFFICE 2—12758

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

July 1, 1927.

M F. Julian H. Austin,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective July 1, 1927.

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

Chief of Appointment Division.

From: $1140 per annum.

To: $1200 per annum.

Service and grade: Field.

Appropriation (unit):

CARDED

APPOINTMENT DIVISION ENTERED JUL 1 - 1927

5

GOVERNMENT PRINTING OFFICE 11—9051

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 25, 1925.

Mr. Julian H. Austin,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $1080 per annum to $1140 per annum, effective July 1, 1925.

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary:

Respectfully,

EDW J. GARDNER,
Acting Chief of Appointment Division.

11—8074

CARDED

APPOINTMENT DIVISION ENTERED JUL 10 1925 ON JOURNAL DEPARTMENT OF COMMERCE

H
5th

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS—LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

May 15, 1925.

M
r. Julian H. Austin,
Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 1260 per annum to $ 1080 per annum, effective June 1, 1925, or upon entrance on duty.

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary:

MAY 25 1925

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

1K-6074
5

APPOINTMENT DIVISION
ENTERED
MAY 25 1925
ON JOURNAL
DEPARTMENT OF COMMERCE

CARDED

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

(CROSS REFERENCE)

Letter dated July 9, 1925 from the Bureau of Lighthouses reports the effective dates of the following changes :

A.H. Etheridge	$1140	6/16/25
C.M. "	$1080	6/1/25
J.D. Farrow	$1440	6/16/25
J.H. Austin	$1080	6/1/25
C.G. Marsh	$1380	"

See file of J.E. English

2. This increase is recommended as it is desired to make this transfer for the best interests of the Service. The Executive Order appointing Mrs. Salter keeper of Turkey Point Light Station caused quite a little disturbance in this district as promotions had been made prior to this order which had to be cancelled as the various transfers depended one upon the other. The pay recommended is the same as that which was received by his predecessor. Mr. Austin is within one year and 7 months of having earned longevity under the old pay scale.

H. D. King

Superintendent of Lighthouses

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

ICA

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
1925 MAY 13 AM 8 43

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
BALTIMORE, MD.
May 12, 1925

Commissioner of Lighthouses,
Washington, D. C.

Subject: Pay, Julian H. Austin, 2nd Asst. Kpr., Cape Charles LH., Va.

1. Form 73, transferring Julian H. Austin from assistant keeper of Choptank River Light Station to 2nd assistant keeper of Cape Charles Light Station is attached hereto. It will be noted that while he now occupies the first step in the range of pay for assistant keeper of Choptank River Light Station he has been recommended for transfer to the 2nd step in the grade of range of pay for 2nd assistant keeper of Cape Charles Light Station.

2. This increase is recommended as it is desired to make this transfer for the best interests of the Service. The Executive Order appointing Mrs. Salter keeper of Turkey Point Light Station caused quite a little disturbance in this district as nominations had been made prior to this order which had to be cancelled as the various transfers depended one upon the other. The pay recommended is the same as that which was received by his predecessor. Mr. Austin is within one year and 7 months of having earned longevity under the old pay scale.

H. D. King
Superintendent of Lighthouses

Form 73
ICA

LIGHTHOUSES
1925 MAY 13 AM 8.43

CHIEF CLERK
1925 MAY 15 PM 2 13

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE MAY 15 1925 APPOINTMENT DIVISION.

DEPARTMENT OF COMMERCE MAY 21 1925 APPOINTMENT DIVISION

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth DISTRICT,

Baltimore, Md., May 12, 1925 19
(City.) (Date.)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer

Name, Julian H. Austin — Legal residence, North Carolina

Position, Keeper — Salary, $1080. p.a. (New Range $1020. - $1260.)

(Inc. commutation of rations at rate of 45¢ p.d. payable fr. appr. G.E.L.Hs

Location, Cape Charles LH, Va. — Appropriation, (Sal. Kprs. of L.H.)

Effective June 1, 1925 — {~~the actual date of entrance on duty,~~ or as soon thereafter as he enters on duty. Buchrete

Former position, Keeper — Former salary, $1260. p.a.

Location, Choptank River L.H., Md. — (Old Range $1260. - $1500.)

Rank on eligible list, Rating, Percentage, , Other eligibles considered:

Previous incumbent, Joseph D. Barnett — Services terminated, May 31, 1925

Reason, Promoted to 1st assistant at Cape Charles LH, Va.

Members of family in Government Service, None

Date of birth, Feb. 20, 1898

Remarks: In order to carry out a few transfers which will be for the best interests of the service it is necessary to have Mr. Austin transferred and for this reason his new pay has been advanced one step in the new grade. See letter on this subject dated 5/12/25 This demotion is in no way a violation of the Civil Service rules and has been made at the request of Mr. Austin.

Selection regular, subject to the action of the U. S. Civil Service Commission,

5/15/25

Secretary, Civil Service District.

H. O. King
Superintendent of Lighthouses

J
Incl.

BUREAU OF LIGHTHOUSES
WASHINGTON

May 15, 1925.

Submitted to the Secretary of Commerce, approved. Attention is invited to attached letter from the 5th Superintendent dated May 12, 1925 in the matter. The transfer as recommended is considered in conformity with the keepers' classification plan.

APPROVED:
ACTING SECRETARY OF COMMERCE.

Acting Commissioner of Lighthouses

[1] Strike out the clause which does not apply.

11—2314

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 31, 1925.

Mr. Julian H. Austin,

Through the Commissioner of Lighthouses.

Sir:

In connection with the readjustment of pay of positions in the Lighthouse Service the total compensation of the position occupied by you has been fixed as indicated below, effective February 1, 1925.

By direction of the Secretary:

Respectfully,

APPOINTMENT DIVISION ENTERED FEB 5 1925 ON JOURNAL DEPARTMENT OF COMMERCE

Acting Chief of Appointment Division.

Position: Keeper.

Salary: $1260.

Appropriations: Salaries, Keepers of Lighthouses.
General Expenses, Lighthouse Service.

KK

5th

FEB 5 - 1925

CARDED

(CROSS REFERENCE)

Austin Julian H. In accordance with authority of the Director of the Budget dated June 27, 1924, the salary is re-adjusted to $960, effective July 1, 1924.

For authorization see letter dated JUL 23 1924 File No. 1095/21.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
DEC 21 1921
DEPARTMENT OF COMMERCE

DEPARTMENT OF COMMERCE

CHIEF CLERK
1921 DEC 21 AM 8 12

PERSONAL QUESTION SHEET

This form shall be furnished for each person appointed in the service of the Department immediately upon entrance on duty.

The information called for in Part I shall be filled in by the Bureau or Office to which the employee is assigned, after which the form shall be transmitted to the employee for answers to the questions in Part II. The completed form shall be indorsed by the proper Bureau officer and forwarded to the Department for file.

PART I.

1. Name of employee Julian H.Austin

2. Position to which appointed Keeper

3. Bureau or Service Lighthouse Service, District 5th

4. Place of duty Choptank River L.S.,Md.
(City, town, station, or vessel.)

5. Salary $ 720. p.a. base

6. Appropriation from which paid Salaries, Keepers of Lighthouses

7. Manner of appointment. (Examples: "From stenographer and typewriter examination, ———, 19—;" "Without examination;" or "By reinstatement;" or "By transfer from ———," stating Department, Bureau or Service, position, and salary, if known).
Thro' Civil Service exam.

PART II.

THE FOLLOWING QUESTIONS ARE TO BE ANSWERED BY THE EMPLOYEE:

The statement should be signed by the employee, or, if unable to write, he may sign by mark in the presence of one witness.

1. What is your full name? (State whether Mr., Miss, or Mrs., and spell out names in full, including middle name or names. Example: "Mr. John Richard Roe." If name is only initials, merely a letter, so state.)
Mr Julian Haywood Austin

2. How do you intend to write your name on the pay roll? (This should agree with signature to your oath of office.)
Julian H Austin

3. What is your present legal residence? (Give State or Territory, county, city or town, and Congressional district.)
North Carolina (State or Territory.) Dare (County.) Frisco (City or town.) ——— (Congressional district.)

4. If the legal residence given in answer to question 3 is not the same as that stated in the certificate of appointment, the difference should be explained.

5. What is your race? (Answer "white," "colored," or "Mongolian.") White

11—6929

C. S. REPORT DATA
ENTERED

6. Where were you born? Frisco, NC

7. When were you born? February (Month.) 20 (Day.) 1898 (Year.)

8. If foreign born, state when and where naturalization papers were taken out

9. What is your marital condition? (Answer "single," "married," "widowed," or "divorced.") Single

10. Give name and address of person whom you would like to have notified in case of accident.

Mrs A.E. Austin (Name.) (Number and street.)

Frisco, (City or town.) North Carolina (State or Territory.)

11. Are there any members of your family, besides yourself, in the civil service of the United States? (Answer "yes" or "no.") No If so, state in blank spaces below the information called for by the headings.

Name.	Post-office address.	Position and department or office in which employed.	Relationship.	Married or single.
		Position / Department or office		
		Position / Department or office		
		Position / Department or office		

12. Have you any physical disabilities? (Answer "yes" or "no.") No If so, describe fully. (If you have defective eyesight, state whether corrected by glasses.)

13. Do you hold any State or municipal office? (Answer "yes" or "no.") No If so, state name of such office and compensation attached.

14. Were you in the military or naval service of the United States during any war? (Answer "yes" or "no.") No If so, state in blank spaces below the information called for by the headings.

L. H. S. under jurisdiction of Navy.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

15. If you served in the military or naval service of the United States other than during war time, indicate such service in the spaces below.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

16. Have you ever held any other position in the civil service of the United States? (Answer "yes" or "no.") No If so, state in blank spaces below the information called for by the headings.

Department.	Bureau or Service.	Position.	Salary.	Appointed.	Separated.

1921 DEC 20 AM 8 46

11—6022

17. Are you the widow or orphan of an honorably discharged soldier or sailor? (Answer "yes" or "no.") No. If so, state in blank spaces below the information called for by the headings.

Name under which soldier or sailor rendered service.	Relationship to you.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

18. What was your occupation prior to entering the United States service? (It is intended that the answer to this question shall state briefly the lines of work followed by you before receiving your present appointment, with the exception of your service indicated in answer to questions 13, 14, 15, and 16.)

Following the sea. On freight ships as oiler & water tender. When I received appointment was Seaman on U.S. Light Vessel #49

19. What education have you received? (State the grades of schools you have attended, and, if you have attended schools of higher grade than high schools, give the institution, degrees received, and date in each case. Example: Public school; high school; business college; Cornell University, A. B., 1910; Columbia University, LL. B., 1913.)

Public school 7th Engl 8 grades

20. What special qualifications have you—educational, professional, technical, mechanical, etc.? (Examples: Qualified as "Lawyer," or "Civil engineer," or "Translator," or "Interpreter," or "Stenographer," or "Draftsman," or "Carpenter.")

Marine oiler & water tender

21. What, if any, civil-service examinations have you passed? (Give names and dates as near as you recollect.)

Oct. 31, 1921 - Keeper

22. Were the answers to the foregoing questions written by you? (Answer "yes" or "no.") Yes If not, state the name and address of the person who wrote them for you.

Date, 12/17/21, 19....

Witness (in case signature is by mark):

(Signature) Julian H. Austin

(Present address) Choptank River L. S., Md.
(Number and street.)

(City or town.) (State or Territory.)

INDORSEMENT.

(If appointee is to be employed in the field, this form should be reviewed and approved by the proper field officer and need not be signed by an official of the Bureau. If appointee is to serve in the District of Columbia, the form should be reviewed and approved by the proper Bureau officer. When forwarding this form, no letter of transmittal is required.)

Reviewed, approved, and forwarded December 17, 1921

(Signature) F. D. King

(Official title) Superintendent of Lighthouses

11—0922

Form 111

DEPARTMENT OF COMMERCE DEC 21 1921 APPOINTMENT

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

1921 DEC 21 AM 8 12

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

I, Julian H. Austin

do solemnly [1] swear (See below) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter: So HELP ME GOD.

Julian H Austin
(Appointee signs here)

[2] Sworn (See below) and subscribed before me, this [3] 16 day of Dec, A. D. 1921

(Affix official seal here)

[4] (Name) E. L. Parsons

(Official title) Notary Public

My commission expires April 30 - 1922

Official Title	Rate of Pay (Base)	Name of Station, Vessel, or Place of Employment.
Present Keeper	$ 720. p.a.	Choptank River L.S., Md.
Former [5] -----	-------	---------

(The above should be filled in by the district officer before sending to appointee)

Office of Superintendent of Lighthouses, 5th District

Baltimore, Md. (Address), December 17, 1921 (Date)

CARDED

The above-named appointee entered upon duty on December 7, 1921 (Date).

H. D. King
(Signature, followed by title) Superintendent of Lighthouses

[1] Insert here "swear" or "affirm," as the case may be.
[2] Insert here "sworn to" or "affirmed," as the case may be.
[3] The oath may be taken any time on or after the effective date of appointment and prior to the payment of compensation, but no compensation shall be paid until the oath is executed in proper form.
[4] This oath should be taken before a justice of the peace, notary public, judge, clerk of a court, a chief clerk in the office of a superintendent of lighthouses or other employee in the Lighthouse Service designated by a chief clerk, or any other officer having authority to administer oaths, but never before a collector of customs or postmaster, as neither officer has power to administer oaths in such cases. In case the officer administering the oath has no seal, his official character should be duly certified to by the clerk of the proper court or the proper county clerk, except in the case of chief clerks in the offices of superintendent of lighthouses and other employees in the Lighthouse Service designated by them, who are not required to have a seal.
[5] Give this information in all cases where new oath is required.
Failure to fill out this oath properly will result in its return for correction.

11—944

U. S. REPORT DATA ENTERED

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

December 6, 1921.

M F. Julian H. Austin,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office and to a probationary period of not to exceed six months as provided by paragraph (c) of section 1 of civil-service rule VII, Keeper in the Lighthouse Service at a salary of Seven Hundred and Twenty dollars per annum, effective on the date on which you enter upon duty in the above-mentioned position.

By selection from certificate of eligibles (No. _____) issued by the Secretary of the Fourth Civil Service District.

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

S
O

Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: John E. Stubbs.

Legal Residence: North Carolina.

5th District

(See reverse side.)

CARDED

APPOINTMENT DIVISION ENTERED DEC 6 1921 DEPARTMENT OF COMMERCE

U. S. REPORT DATA ENTERED

Form 73

NOMINATION

MEM

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Supt.
OFFICE OF LIGHTHOUSE ~~INSPECTOR~~, 5 DISTRICT,

Baltimore, Md. (City.) November 29, 1921 (Date.) 191

THE COMMISSIONER OF LIGHTHOUSES:
(Thro' Sec'y, 4th Civil Service Dist.)
Action recommended, Probationary appointment.

Name, **Julian H.Austin** Legal residence, **N.C.**

Position, **Keeper** Salary, **$720. p.a.**

Location, **Choptank River L.S., Md.** Appropriation, **Salaries, Keepers of Lighthouses**

Effective **December 7, 1921** {'~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, ---- Former salary,

Location,

Rank on eligible list, 1 Rating, **Kpr.** Percentage, **86.6** , Other eligibles considered:
Robert Bradshaw - 86.4 - C
Christopher C.Gray - 86.4 -C

Previous incumbent, John E.Stubbs Services terminated, **Close of Dec. 6,1921**

Reason, **Recommended for transfer to Killick Shoal L.S.**

Members of family in Government Service, 2 cousins - Coast Guard Service.

Remarks:

Selection regular, subject to the action of the U. S. Civil Service Commission, DEC 2 - 1921 191

For and in the absence of the Superintendent.

L. H. FISHER
Secretary, 4th Civil Service District.

Assistant Superintendent.

12/6/21 mw Papers

BUREAU OF LIGHTHOUSES
WASHINGTON DEC 3 - 1921

Submitted to the Secretary of Commerce, approved.

H. B. BOWERMAN
Acting Commissioner of Lighthouses.

[1] Strike out the clause which does not apply.

11—2314

STANDARD FORM 50 (9 PART)
OCTOBER 1949
PROMULGATED BY U.S. CIVIL SERVICE COMMISSION, CHAPTER R1, FEDERAL PERSONNEL MANUAL

TREASURY DEPARTMENT – U. S. COAST GUARD, WASHINGTON, D. C.

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—ONE GIVEN NAME, INITIAL(S) AND SURNAME)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Mr. Julian H. Austin	2-20-98	66	12-22-50

This is to notify you of the following action affecting your employment:

5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)	6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY
Retirement (Disability)	close 12-31-50	

FROM		TO
05-511		
Keeper	8. POSITION TITLE	
Class 2-c ($2648.76-3100.20) $3100.20 pa incl $60 pa Qtrs.	9. SERVICE, SERIES, GRADE, SALARY	
LIGHT STATION	10. ORGANIZATIONAL DESIGNATIONS	
Norfolk, Va. Wade Pt. Lt. Sta., N. C.	11. HEADQUARTERS	
[X] FIELD [ ] DEPARTMENTAL	12. FIELD OR DEPT'L	[ ] FIELD [ ] DEPARTMENTAL

13. VETERAN'S PREFERENCE						14. POSITION CLASSIFICATION ACTION			
NONE	WWII	OTHER	5 PT.	10 POINT DISAB.	10 POINT OTHER	NEW	VICE	I. A.	REAL
X									

15. SEX	16. RACE	17. APPROPRIATION	18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO)	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	20. LEGAL RESIDENCE
M		FROM: Operating Expenses, CG, 1951 TO:	LH 3-4-25		[ ] CLAIMED [ ] PROVED STATE:

21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the U.S. Civil Service Commission. The action may be corrected or cancelled if not in accordance with all requirements.

Annual rate of retired pay is $2279.52

Total Service: 32 years, 1 month, 9 days

Computation: ($3039.366 x 30 ÷ 40) = $2279.52

Lump-sum payment to be made for all accrued annual leave to credit at close of 12-31-50

Orig to Mr. Austin, 1-16-51
HG

ENTRANCE EFFICIENCY RATING

To P/R Copy Rec'd

22. SIGNATURE OR OTHER AUTHENTICATION

4. PERSONNEL FOLDER COPY

☆ U. S. GOVERNMENT PRINTING OFFICE: 1949—880671

UNITED STATES COAST GUARD

ADDRESS REPLY TO:
COMMANDANT
U. S. COAST GUARD
HEADQUARTERS
WASHINGTON 25, D. C.

PC
4 December 1950
FILE: 10 DEC 6 [illegible] 33

From: Commandant
To: Commander, 5th Coast Guard District (p)

Subj: Mr. Julian H, Austin, Keeper, Gallatin Award for

There is forwarded herewith the Gallatin Award for subject person who is retiring on account of disability 31 December 1950.

H. L. MORGAN
By direction

Incl

p
8 December, 1950
75

From: Commander, 5th Coast Guard District
To: Commanding Officer, Air Station, Elizabeth City, N. C.

Subj: Mr. Julian H. Austin, Keeper; Gallatin Award For

1. There is forwarded herewith the Albert Gallatin Award in recognition of long time Treasury Department service, in the case of subject employee. Mr. Austin will retire at the close of 31 December, 1950, due to physical disability. This Award is to be presented personally to the employee by the head of the office or his representative, at an appropriate ceremony.

2. You are hereby designated to present this Award to Mr. Austin; as the representative of the Commander, Fifth Coast Guard District, at such time after 31 December, 1950, as can conveniently be arranged by all concerned.

3. You may contact Mr. Austin at 153-A Enfield Apts., Elizabeth City, North Carolina, to make the necessary arrangements for his presence, together with such members of his family who may care to be present at the ceremony. It is suggested that, if possible, pictures of the ceremony be taken by a Coast Guard photographer, and submitted to the local newspaper for publication.

4. Inasmuch as Mr. Austin may wish to know something of the history of the former Treasury Department official whose name is commemorated in this Award, a copy of his biographical sketch is forwarded herewith and should be delivered with the Award.

L. H. BAKER

Incls.
1. The Albert Gallatin Award
2. Biographical Sketch of Albert Gallatin

NLB/jau (pc) (dcs)

N. C. G. 2521
(Rev. Jan. 1942)

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on N. C. G. 2523)

Commander, 5th Coast Guard District,
~~Senior Coast Guard Officer,~~ ~~Naval District,~~
Norfolk, Virginia
(City)

Date 1 November, 1950

I hereby apply for retirement from active duty effective at close of 31 December, 1950 on the basis of service shown hereon.

Home address after retirement:

153A Enfield Apartments,
Elizabeth City, N. C.

Julian H. Austin
(Name)
JULIAN H. AUSTIN
Keeper
(Designation)

~~Office of the Senior Coast Guard Officer,~~
~~Naval District~~
Commander, 5th Coast Guard District,
City Norfolk, Virginia *Date* 1 November, 1950

Submitted to the Commandant, U. S. Coast Guard, recommending retirement at $ 2,279.52 per annum, effective at the close of 31 December, 1950

It is certified that the record of service and pay shown on page 2 is correct as shown by the records of this office, and that all Government service shown has been verified.

~~Senior Coast Guard Officer,~~ ~~Naval District.~~
LESTER F. BRAUN, By direction

COAST GUARD HEADQUARTERS, *Washington, D. C.*,

Submitted to the Secretary of the Navy, recommending approval.

Commandant.

FOR USE OF DEPARTMENT

16—20161-1

Name AUSTIN, Julian H. Date of birth 20 February, 1898

Designation Keeper

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

(Including military, naval, and civilian service. Each department, branch, or independent office in which applicant served in a civilian capacity should be listed separately)

	Beginning			Ending			Remarks		
	Month	Day	Year	Month	Day	Year			
Army									
Navy									
Marine Corps									
Civilian employment	July	1	1916	Nov.	24	1916	0 Y	4 M	24 D
	Feb.	15	1917	Dec.	21	1917	0	10	7
	May	11	1918	July	12	1919	1	2	2
	Oct.	3	1919	Dec.	5	1919	0	2	3
	June	28	1921	Dec.	31	1950	29	6	3
Total service							32Y;	1M;	9D

X Does applicant receive or has he applied for a pension from the Government under any law? No If so, give number of pension certificate or of claim: ____

X Does applicant receive or has he applied for compensation under the War Risk Insurance Act? No If so, give number of claim: ____

X Does applicant receive or has he applied for compensation under the Federal Compensation Act, as amended? No If so, state the compensation received: ____

STATEMENT BY FISCAL YEARS OF BASIC PAY RECEIVED DURING LAST FIVE YEARS OF ACTIVE SERVICE IMMEDIATELY PRECEDING EFFECTIVE DATE OF RETIREMENT

(Compute service on basis of 30 days a month. Do not include periods of leave without pay, rations, quarters, or other allowance)

Designation	Beginning			Ending			Number Days in Pay Status (P. D. or P. H. personnel)	Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year			
Keeper	Jan	1	1946	Apr.	6	1946		$2232.00	$ 592.30
do	Apr.	7	1946	June	30	1946		2298.00	530.28
do	July	1	1946	April	19	1947		2619.72	2,115.75
do	April	20	1947	June	30	1947		2694.96	528.62
do	July	1	1947	May	1	1948		2694.96	2,269.94
do	May	2	1948	June	30	1948		2770.20	458.12
do	July	1	1948	July	11	1948		2770.20	74.58
do	July	12	1948	June	28	1949		3100.20	3,004.59
do	June	29	1949	June	30	1949		3720.04	28.61
do	July	1	1949	June	30	1950		3720.04	3,734.13
do	July	1	1950	Dec.	31	1950		3720.04	1,859.91

Total compensation for last five years of active service $15,196.83

Average compensation for last five years of active service 3,039.366

Annual rate of retired pay ($ 3,039.366 × years 30 (Not exceeding 30) ÷ 40) = $2,279.52

U. S. GOVERNMENT PRINTING OFFICE 16—20161

Form 2523
TREASURY DEPARTMENT
U. S. COAST GUARD

CERTIFICATE OF MEDICAL EXAMINATION, DISABILITY RETIREMENT, CIVILIAN PERSONNEL

(Act of March 4, 1925)

NAME OF CLAIMANT Julian H. Austin DESIGNATION Keeper, Wade Point Light Station

Height 5' 7" Weight 165 pounds. Complexion Ruddy

Color of eyes Hazel Color of hair Light Brown

Here give a complete personal description, together with permanent marks and scars other than those described below in physical examination: Tattoo mark left forearm (Approx. 3"); 4" scar caused by operation on stomach; appendectomy scar

Description of duties of position (to be filled in by district commander): Responsible for cleaning station boat and making normal repairs thereto, such as adjusting engine; responsible for recharging (Removing empty acetylene tanks and replacing with full tanks; removing used batteries and replacing with fully charged ones and recharging low batteries) all electric and acetylene lights; scraping and paint all structures under jurisdiction and making normal repairs thereto; perform such other duties as may be required of a Keeper at a Light Station

Claimant makes the following statement in regard to the origin, nature, and extent of the alleged disability: For past 5-6 years pt has had continuous backache which has only temporary relief from conservative therapy

PHYSICAL EXAMINATION

Visual acuity (uncorrected): R. E. 20/20 L. E. 20/20

With correction in spectacles: R. E. 20/20 L. E. 20/20

Accommodation: Reads Jaeger No. OS. 14 / 14 OD. 14 / 224 at 13 inches, without correction.

Reads Jaeger No. OS. 50m, OS. 50m at 13 inches, with correction.

Central color vision (binocular) Normal (Name method used) Pseudo-Isochromatic Plates

Inspection

Pupils Round; regular Pupillary reaction react to light & accom.

Hearing: Whispered voice (unaccentuated) heard with R. E. at OK 15 ft., L. E. at OK 15 ft.

Appearance of right drum clear, left drum clear

Is there any disease of the middle or internal ear or mastoid? No If so, specify

[OVER]

16—17606

Condition of nose and sinuses OK

Condition of mouth and throat, including tonsils and teeth OK

Bones, joints, muscles, including atrophies Tenderness & decreased motion lumbar spine
(Express limitation of motion, if any, in degrees and joint involved)

Respiratory system neg

Cardiovascular system:

(a) Heart neg

(1) Murmurs neg (2) Arrhythmias neg

(b) Pulse rate: (1) Sitting 80 (2) After exercise 120 (3) 2 minutes after exercise 80

(c) Blood pressure: (1) Sitting—Syst. 142 Diast. 82 (2) After ex.—Syst. ..... Diast. .....

(d) Condition of blood vessels normal

Evidence of thyroid or other endocrine disturbance none

Abdomen and gastro-intestinal system, including hernia none

Genito-urinary system:

Urinalysis—Sp. gr. 1017 Reaction ac Albumin 0 Sugar 0

Sediment microscopic (required when albumin or sugar is found) Amorphous matter

Reflexes, motor disturbances, etc.:

(a) Station neg (e) Gait neg

(b) Tremor neg (f) Coordination neg

(c) Patellar reflexes hyperactive (g) Peripheral circulation norm

(d) Other motor disturbances

Alcohol 0 Drugs 0 Syphilis 0 Epilepsy 0

Other neurological findings 0

General impression multiple nodules of skin

Here describe fully nature of disability:

Osteoarthritis of lumbar spine
neurofibromatosis

Is disability to perform duty of a permanent character? yes

Is it indicated that applicant may recover from disability and be fit for restoration to active duty? no Do you recommend reexamination with this in view? no

..... HEREBY CERTIFY that upon examination ..... find the above-named claimant to be disabled for useful and efficient service by reason of the disability above described, which is not due to vicious habits, intemperance, or willful misconduct on his part.

The examining physician must be in the Federal Service

U. S. Marine Hospital, Norfolk, Va.
(Place of examination)

October 12, 1950.
(Date)

William R. King, Sr. Asst. Surg. (R)
(Examining surgeon)

U. S. Public Health Service
(Title and branch of medical service)

U. S. GOVERNMENT PRINTING OFFICE 16—17606

Name AUSTIN, Julian H. Date of birth

Designation

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

(Including military, naval, and civilian service. Each department, branch, or independent office in which applicant served in a civilian capacity should be listed separately)

	Beginning			Ending			Remarks		
	Month	Day	Year	Month	Day	Year			
Army									
Navy									
Marine Corps									
Civilian employment	JULY	1	1916	NOV.	24	1916	0	4	24
	FEB	15	1917	DEC	21	1917	0	10	7
	MAY	11	1918	JULY	12	1919	1	2	2
	OCT.	3	1919	DEC	5	1919	0	2	3
	JUNE	28	1921	DEC	31	1950	29	6	3
Total service							32 Y; 1 MO; 9 DA.		

Does applicant receive or has he applied for a pension from the Government under any law? ..... If so, give number of pension certificate or of claim: .....

Does applicant receive or has he applied for compensation under the War Risk Insurance Act? ..... If so, give number of claim: .....

Does applicant receive or has he applied for compensation under the Federal Compensation Act, as amended? .....

If so, state the compensation received: .....

STATEMENT BY FISCAL YEARS OF BASIC PAY RECEIVED DURING LAST FIVE YEARS OF ACTIVE SERVICE IMMEDIATELY PRECEDING EFFECTIVE DATE OF RETIREMENT

(Compute service on basis of 30 days a month. Do not include periods of leave without pay, rations, quarters, or other allowance)

Designation	Beginning			Ending			Number Days in Pay Status (P. D. or P. H. personnel)	Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year			
69 KEEPER	JAN	1	1946	APR.	6	1946		2232.00 ✓	592.30 ✓
60 do	APR	7	1946	JUNE	30	1946		2298.00 ✓	530.28 ✓
210 do	JULY	1	1946	APRIL	19	1947		2619.72 ✓	2115.75 ✓
51 do	APRIL	20	1947	JUNE	30	1947		2694.96 ✓	528.62 ✓
219 do	JULY	1	1947	MAY	1	1948		2694.96 ✓	2269.94 ✓
43 do	MAY	2	1948	JUNE	30	1948		2770.20 ✓	458.12 ✓
7 do	JULY	1	1948	JULY	11	1948		2770.20 ✓	74.58 ✓
252 do	JULY	12	1948	JUNE	28	1949		3100.20 ✓	3004.59 ✓
2 do	JUNE	29	1949	JUNE	30	1949		3720.04 ✓	28.61 ✓
261 do	JULY	1	1949	JUNE	30	1950		3720.04 ✓	3734.13 ✓
130 do	JULY	1	1950	DEC.	31	1950		3720.04 ✓	1859.91 ✓

Total compensation for last five years of active service $15,196.83

Average compensation for last five years of active service $3,039.366

Annual rate of retired pay ($ 3039.366 × years 30 (Not exceeding 30) ÷ 40) = $2279.52

U. S. GOVERNMENT PRINTING OFFICE 16—20161

b

DESIGNATION OF BENEFICIARY
Civil Service Retirement System

A. INFORMATION CONCERNING THE DESIGNATOR

1. Name (Last) (First) (Middle)	2. Date of Birth	3. Date of Designation
Curtis Julian Haywood	20 Feb 1898	Dec 14 1950

4. Department or Agency in which presently or last employed, including Bureau or Division

U.S. Coast Guard Light House Keeper

I, the employee identified above, canceling any and all previous designations of beneficiary heretofore made by me, do now designate the beneficiary or beneficiaries named below to receive any payment or all unpaid compensation, allowances, travel expenses and lump sum leave payment, which are payable after my death. This designation will remain in full force and effect unless or until cancelled by me in writing.

B. INFORMATION CONCERNING THE BENEFICIARY

5. Name (First) (Middle Initial) (Last)	Address	Relationship
Mary Catherine Curtis	153A Enfield apts Elizabeth city nc	Wife

Julian H Curtis
(Signature of Designator-DO NOT PRINT)

C. WITNESSES

We, the undersigned, certify that this instrument was signed in our presence

(Signature of Witness-DO NOT PRINT)	(Number & Street)	(City, Zone & State)
Aubrey A. Harris		Kitty Hawks NC.
David D. Scarboyk	Box 642	Elizabeth city NC.

Print or Type your name & address to insure return of Copy

Julian H Curtis
153 Enfield apts
Elizabeth city nc

Designation of Beneficiary form received in the Civilian Personnel Section, 5th Coast Guard District, Norfolk, Virginia, on 19 December, 1950.

N. Lester Braun
N. LESTER BRAUN
Chief, Civilian Personnel Section

Standard Form No. 51
August 1946
U. S. CIVIL SERVICE COMMISSION

Form approved.
Budget Bureau No. 50-R012.3.

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ( )
OFFICIAL:
REGULAR (X) SPECIAL ( )
PROBATIONAL ( )

As of 31 March, 1950 based on performance during period from 4-1-49 to 3-31-50

AUSTIN, Julian H. (Name of employee)

Keeper (Title of position, service, and grade)

Treas-CG-5th District-Norfolk, Va. Wade Point Light Station, N. C.
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE		CHECK ONE:
V if adequate – if weak + if outstanding	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. *a.* Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions. *b.* Rate administrative, supervisory, and planning functions on elements in *italics*.	Administrative, supervisory, or planning ☐ All others ☒

+ (1) Maintenance of equipment, tools, instruments.
+ (2) Mechanical skill.
____ (3) Skill in the application of techniques and procedures.
____ (4) Presentability of work (appropriateness of arrangement and appearance of work).
____ (5) Attention to broad phases of assignments.
V (6) Attention to pertinent detail.
____ (7) Accuracy of operations.
____ (8) Accuracy of final results.
____ (9) Accuracy of judgments or decisions.
____ (10) Effectiveness in presenting ideas or facts.
____ (11) Industry.
____ (12) Rate of progress on or completion of assignments.
____ (13) Amount of acceptable work produced. (Is mark based on production records? ____) (Yes or no)
____ (14) Ability to organize his work.
____ (15) Effectiveness in meeting and dealing with others.
____ (16) Cooperativeness.
____ (17) Initiative.
V (18) Resourcefulness.
+ (19) Dependability.
V (20) Physical fitness for the work.

____ (21) *Effectiveness in planning broad programs.*
____ (22) *Effectiveness in adapting the work program to broader or related programs.*
____ (23) *Effectiveness in devising procedures.*
____ (24) *Effectiveness in laying out work and establishing standards of performance for subordinates.*
____ (25) *Effectiveness in directing, reviewing, and checking the work of subordinates.*
____ (26) *Effectiveness in instructing, training, and developing subordinates in the work.*
____ (27) *Effectiveness in promoting high working morale.*
____ (28) *Effectiveness in determining space, personnel, and equipment needs.*
____ (29) *Effectiveness in setting and obtaining adherence to time limits and deadlines.*
____ (30) *Ability to make decisions.*
____ (31) *Effectiveness in delegating clearly defined authority to act.*

STATE ANY OTHER ELEMENTS CONSIDERED

____ (A) ____
____ (B) ____
____ (C) ____

STANDARD
Deviations must be explained on reverse side of this form

	Adjective Rating
Plus marks on all underlined elements, and check marks or better on all other elements rated	Excellent
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements	Very Good
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance	Good
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance	Fair
Minus marks on at least half of the underlined elements	Unsatisfactory

Adjective Rating

Rating official E

Reviewing official E

Rated by A. L. Diggs (Signature of rating official) Lt. USCG (Title) 31 March 1950 (Date)

Reviewed by [illegible] (Signature of reviewing official) Comdr USCG (Title) 3/31/50 (Date)

Rating approved by efficiency rating committee 4/4/50 (Date) Report to employee E (Adjective rating)

U. S. GOVERNMENT PRINTING OFFICE 16—26177-5

UNITED STATES COAST GUARD
Post Office Box 540
Norfolk 1, Va.

Address reply to the
COMMANDER,
FIFTH COAST GUARD DISTRICT

15 April, 1949.
File: dli 75

Mr. Julian H. Austin
Wade Point Light Station
U. S. Coast Guard
Elizabeth City, N. C.

Dear Sir/Madam:

You are hereby notified that the Federal Bureau of Investigation has reported favorably on you in connection with investigation conducted under the Federal Employees Loyalty Program. Form 84 has been permanently filed in your official personnel folder at Coast Guard Headquarters. A copy of this letter will be filed in your jacket in the District Office.

Very truly yours,

J. J. HUTSON, JR.
Commander, U.S. Coast Guard
Legal and Intelligence Officer

CC: C5CGD(pc)

Standard Form No. 51
August 1946
U. S. CIVIL SERVICE COMMISSION

Form approved.
Budget Bureau No. 50-R012.3.

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ( )
OFFICIAL:
REGULAR (X) SPECIAL ( )
PROBATIONAL ( )

As of 31 March, 1949 based on performance during period from 4-1-48 to 3-31-49

AUSTIN, Julian H. (Name of employee)

Keeper (Title of position, service, and grade)

Treas-USCG-5th CG Dist., Norfolk, Va. - Wade Point Light Station, N.C.
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE		CHECK ONE:
V if adequate – if weak + if outstanding	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. *a.* Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions. *b.* Rate administrative, supervisory, and planning functions on elements in *italics*.	Administrative, supervisory, or planning ☐ All others ☒

+ (1) Maintenance of equipment, tools, instruments.
+ (2) Mechanical skill.
(3) Skill in the application of techniques and procedures.
(4) Presentability of work (appropriateness of arrangement and appearance of work).
✓ (5) Attention to broad phases of assignments.
✓ (6) Attention to pertinent detail.
(7) Accuracy of operations.
(8) Accuracy of final results.
(9) Accuracy of judgments or decisions.
(10) Effectiveness in presenting ideas or facts.
(11) Industry.
(12) Rate of progress on or completion of assignments.
(13) Amount of acceptable work produced. (Is mark based on production records?) (Yes or no)
(14) Ability to organize his work.
(15) Effectiveness in meeting and dealing with others.
(16) Cooperativeness.
✓ (17) Initiative.
✓ (18) Resourcefulness.
+ ✓ (19) Dependability.
(20) Physical fitness for the work.

(21) *Effectiveness in planning broad programs.*
(22) *Effectiveness in adapting the work program to broader or related programs.*
(23) *Effectiveness in devising procedures.*
(24) *Effectiveness in laying out work and establishing standards of performance for subordinates.*
(25) *Effectiveness in directing, reviewing, and checking the work of subordinates.*
(26) *Effectiveness in instructing, training, and developing subordinates in the work.*
(27) *Effectiveness in promoting high working morale.*
(28) *Effectiveness in determining space, personnel, and equipment needs.*
(29) *Effectiveness in setting and obtaining adherence to time limits and deadlines.*
(30) *Ability to make decisions.*
(31) *Effectiveness in delegating clearly defined authority to act.*

STATE ANY OTHER ELEMENTS CONSIDERED

(A)
(B)
(C)

STANDARD
Deviations must be explained on reverse side of this form

	Adjective Rating
Plus marks on all underlined elements, and check marks or better on all other elements rated	Excellent
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements	Very Good
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance	Good
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance	Fair
Minus marks on at least half of the underlined elements	Unsatisfactory

Adjective Rating

Rating official: E+A

Reviewing official: E

Rated by [signature] (Signature of rating official) Capt. USCG (Title) 31 March 49 (Date)

Reviewed by [signature] (Signature of reviewing official) Capt (Title) 7 April 49 (Date)

Rating approved by efficiency rating committee 4/18/49 (Date) Report to employee E (Adjective rating)

U. S. GOVERNMENT PRINTING OFFICE 16—26177-6

A HRB 6

DEPT. STOCK FORM 2249
REV. 12-45

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

TO:

Date Prepared 4-30-48

Name: AUSTIN, JULIAN H.
Austin, Julian H. (Mr.)

From: U. S. Coast Guard

Bureau No.:

Effective: Administrative Pay Increase
5-2-48

	FROM	TO
Position		Keeper
Grade		Class 2-a($2,770.20-$2,770.20)
Salary	$2694.96	$2770.20 per incl $60 per Curs.
C. S. C. No.	$60	$60
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters Post of Duty		Norfolk, Va.
Appropriation		Regular
Allotment		Wk, CG 1448 (Civ.Exp.)

FIELD ☐ DEPRTMTL. ☒ FIELD ☒ DEPRTMTL. ☐

Remarks:

You are hereby granted a one-step increase in rate of compensation.

Justification:

Position: Permanent
Last Increase: From, 4-23-47, $2619.72 to $2694.96
Conduct & service: Satisfactory
Efficiency Ratings: Very Good - Approved 4-14-47

+ Orig to Mr Austin 5-6-48
HH

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 2-20-1908

LEGAL RESIDENCE: North Carolina

SEX: Male

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

VETERAN'S PREFERENCE INFORMATION: No Preference

SUBJECT TO RETIREMENT ACT? 1; Retirement Act.

DATE OF BIRTH

ACCOUNTS AND COLLECTIONS, EXAMINING

DATE APPROVED BY THE SECRETARY
4-30-48

Standard Form No. 51
August 1946
U. S. CIVIL SERVICE COMMISSION

Form approved.
Budget Bureau No. 50-R012.3.

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ( )
OFFICIAL:
REGULAR (X) SPECIAL ( )
PROBATIONAL ( )

As of 31 March, 1948 based on performance during period from 4-1-47 to 3-31-48

AUSTIN, Julian H. (Name of employee)

Keeper (Title of position, service, and grade)

Treas-USCG-5th CG Dist., Norfolk, Va. - Wade Point Light Station, N.C.
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE
V if adequate
− if weak
+ if outstanding

1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A.
2. Underline the elements which are especially important in the position.
3. Rate only on elements pertinent to the position.
   a. Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions.
   b. Rate administrative, supervisory, and planning functions on elements in *italics*.

CHECK ONE:
Administrative, supervisory, or planning ☐
All others ☒

V (1) Maintenance of equipment, tools, instruments.
+ (2) Mechanical skill.
____ (3) Skill in the application of techniques and procedures.
____ (4) Presentability of work (appropriateness of arrangement and appearance of work).
V (5) Attention to broad phases of assignments.
V (6) Attention to pertinent detail.
____ (7) Accuracy of operations.
____ (8) Accuracy of final results.
____ (9) Accuracy of judgments or decisions.
____ (10) Effectiveness in presenting ideas or facts.
____ (11) Industry.
____ (12) Rate of progress on or completion of assignments.
____ (13) Amount of acceptable work produced. (Is mark based on production records? ____) (Yes or no)
____ (14) Ability to organize his work.
____ (15) Effectiveness in meeting and dealing with others.
____ (16) Cooperativeness.
V (17) Initiative.
V (18) Resourcefulness.
+ (19) Dependability.
V (20) Physical fitness for the work.

____ (21) *Effectiveness in planning broad programs.*
____ (22) *Effectiveness in adapting the work program to broader or related programs.*
____ (23) *Effectiveness in devising procedures.*
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____ (27) *Effectiveness in promoting high working morale.*
____ (28) *Effectiveness in determining space, personnel, and equipment needs.*
____ (29) *Effectiveness in setting and obtaining adherence to time limits and deadlines.*
____ (30) *Ability to make decisions.*
____ (31) *Effectiveness in delegating clearly defined authority to act.*

STATE ANY OTHER ELEMENTS CONSIDERED

____ (A) ____
____ (B) ____
____ (C) ____

STANDARD
Deviations must be explained on reverse side of this form

	Adjective Rating
Plus marks on all underlined elements, and check marks or better on all other elements rated	Excellent
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements	Very Good
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance	Good
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance	Fair
Minus marks on at least half of the underlined elements	Unsatisfactory

Adjective Rating
Rating official V. G.
Reviewing official V. G.

Rated by [signature] (Signature of rating official) Lieut. Comdr. (Title) 31 March, 1948 (Date)

Reviewed by [signature] (Signature of reviewing official) Capt. USCG. (Title) 31 March 48 (Date)

Rating approved by efficiency rating committee APR 26 1948 (Date) Report to employee VG (Adjective rating)

U. S. GOVERNMENT PRINTING OFFICE 16—26177-5

RJF & HSB

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

L

TO: AUSTIN, JULIAN H.

Date Prepared April 18, 1947

Name: Austin, Julian H. (Mr.)

From: U. S. Coast Guard

Bureau No.:

Administrative Pay Increase

Effective: April 20, 1947

	FROM 3404	TO 3404
Position		Keeper
Grade	Class 3-a($2320.76-$2770.80)	Class 3-a($2320.76-$2770.80)
Salary	$2619.72 p.a. incl. $60 p.a.	$2694.96 p.a. incl. $60 p.a.
C. S. C. No.	2619.72 qtrs.	2694.96 qtrs.
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Norfolk, Va.
Post of Duty		Code #4.13.4.4a, N. C.
Appropriation		Civilian Employees, C. G.
Allotment		

FIELD ☒ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

Remarks: You are hereby granted a one-step increase in rate of compensation.

Justification:

Position: Permanent
Last Increase: Perm., 4-7-46, $2520 to $2620
Conduct & Service: Satisfactory
Efficiency Rating: Excellent approved 3-7-46

Copy to Mr. Austin
on 5-5-47
M. L. A.
20

ACCOUNTS AND COLLECTIONS, EXAMINING

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 2-20-1898

LEGAL RESIDENCE: N. C.

SEX: M

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

VETERAN'S PREFERENCE INFORMATION: No preference

SUBJECT TO RETIREMENT ACT? Lighthouse ret 6-23-16

DATE OF OATH

DATE APPROVED BY THE SECRETARY: 4-18-47

Standard Form No. 51
August 1946
U. S. CIVIL SERVICE COMMISSION

Form approved.
Budget Bureau No. 50-R012.3.

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ( )
OFFICIAL:
REGULAR (X) SPECIAL ( )
PROBATIONAL ( )

As of 3-31-47 based on performance during period from 4-1-46 to 3-31-47

Austin, Julian H. (Name of employee)

Keeper (Title of position, service, and grade)

Treas., 5th CG Dist., Norfolk, Va. - Wade Pt. Lt. Sta., N. C. (Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE
V if adequate
− if weak
+ if outstanding

1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A.
2. Underline the elements which are especially important in the position.
3. Rate only on elements pertinent to the position.
   a. Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions.
   b. Rate administrative, supervisory, and planning functions on elements in *italics*.

CHECK ONE:
Administrative, supervisory, or planning ☐
All others ☒

V (1) Maintenance of equipment, tools, instruments.
V (2) Mechanical skill.
(3) Skill in the application of techniques and procedures.
(4) Presentability of work (appropriateness of arrangement and appearance of work).
(5) Attention to broad phases of assignments.
V (6) Attention to pertinent detail.
(7) Accuracy of operations.
(8) Accuracy of final results.
(9) Accuracy of judgments or decisions.
(10) Effectiveness in presenting ideas or facts.
(11) Industry.
(12) Rate of progress on or completion of assignments.
(13) Amount of acceptable work produced. (Is mark based on production records?) (Yes or no)
(14) Ability to organize his work.
(15) Effectiveness in meeting and dealing with others.
(16) Cooperativeness.
V (17) Initiative.
V (18) Resourcefulness.
+ (19) Dependability.
V (20) Physical fitness for the work.

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(22) Effectiveness in adapting the work program to broader or related programs.
(23) Effectiveness in devising procedures.
(24) Effectiveness in laying out work and establishing standards of performance for subordinates.
(25) Effectiveness in directing, reviewing, and checking the work of subordinates.
(26) Effectiveness in instructing, training, and developing subordinates in the work.
(27) Effectiveness in promoting high working morale.
(28) Effectiveness in determining space, personnel, and equipment needs.
(29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
(30) Ability to make decisions.
(31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

(A)
(B)
(C)

STANDARD
Deviations must be explained on reverse side of this form

	Adjective Rating
Plus marks on all underlined elements, and check marks or better on all other elements rated	Excellent
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements	Very Good
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance	Good
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance	Fair
Minus marks on at least half of the underlined elements	Unsatisfactory

Adjective Rating
Rating official VG.
Reviewing official

Rated by [signature] (Signature of rating official) Capt. USCG (Title) 9 April '47 (Date)

Reviewed by (Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee 4-14-47 (Date) Report to employee VG (Adjective rating)

U. S. GOVERNMENT PRINTING OFFICE 16—26177-5

120

AFFIDAVIT

STRIKING AGAINST THE FEDERAL GOVERNMENT

Treasury Department U. S. Coast Guard

Wade Point Light Station, Elizabeth City, North Carolina
(Place of Employment)

I, Julian H. Austin do hereby swear (or affirm) that I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not while a Government employee become a member of such an organization.

Julian H Austin
(Signature of Employee or Appointee)

Subscribed and sworn to before me this 24 day of Oct, 1946 at Elizabeth City State of NC.

ELIZABETH CITY, N. C. OCT 24 1946 POSTMASTER

P H Garrett
(Signature of person authorized to administer oath)

Postmaster
(Title)

STATUTORY PENALTY CLAUSE: "Any person who engages in a strike against the Government of the United States, or who is a member of an organization of Government employees that asserts the right to strike against the Government of the United States *** and accepts employment the salary or wages for which are paid from any appropriation contained in this Act shall be guilty of a felony and, upon conviction, shall be fined not more than $1,000 or imprisoned for not more than one year, or both: Provided further, that the above penalty clause shall be in addition to, and not in substitution for any other provision of existing law."

DEPT. STOCK FORM 2249
REV. 12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE 1

120

TO: AUSTIN, JULIAN H. Date Prepared April 5,1946

Name: Austin, Julian H. (Mr.)

From: U. S. Coast Guard Bureau No.:

Pay Increase (Administrative)

Effective: April 7, 1946

	FROM 3404	TO 3404
Position		Keeper
Grade	Range $2034-2430	Range $2034-2430
Salary	$2232 p.a. Incl. $60 p.a. bra.	$2298 p.a. Incl. $60 p.a. bra.
C. S. C. No.	2232 60	2298 60
Bureau or Div.		
Organizational Subdivisions		U. S. Coast Guard
Headquarters		Norfolk, Va.
Post of Duty		Made Pt.Lt.Sta.N. C.
Appropriation		Civilian Employees, C. G.
Allotment		

FIELD ☒ DEPRTMTL. ☐ FIELD ☒ DEPRTMTL. ☐

Remarks: You are hereby granted a one-step increase in rate of compensation.

Justification:

Position: Permanent
Last Increase: April 1, 1945- promotion-$1860-$1980
Conduct and Service: Relief-story
Efficiency Rating: Excellent

white copy to Austin on 4-22-46.

N.L.D.

CIVIL SERVICE OR LEGAL AUTHO

APPROPRIATION: Regular

DATE OF BIRTH: 3-20-1896

LEGAL RESIDENCE: N. C.

SEX: Male

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE?

No

SUBJECT TO RETIREMENT ACT?

Lighthouse act

6-[illegible]-16

DATE OF OATH

DATE APPROVED BY THE SECRETARY:

SUBORDINATE ADMINISTRATIVE OFFICE

Standard Form No. 51, Rev.
Approved Dec. 1943
C. S. C. Dept. Cir. No. 458

Form approved
Budget Bureau No. 50-R012.
Approval expires Mar. 30, 1945.

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ( )
OFFICIAL:
REGULAR (X) SPECIAL ( )
PROBATIONAL or TRIAL PERIOD ( )

As of 31 March, 1946 based on performance during period from 1 April, 1945 to 31 March, 1946

AUSTIN, Julian H. (Name of employee)

Keeper (Title of position, service, and grade)

TREAS-USCG-Norfolk District-Wade Point Light Station
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE
V if adequate
− if weak
+ if outstanding

1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A.
2. Underline the elements which are especially important in the position.
3. Rate only on elements pertinent to the position.
   a. Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions.
   b. Rate administrative, supervisory, and planning functions on elements in *italics*.

CHECK ONE:
Administrative, supervisory, or planning ..... ☒
All others ..... ☐

+ (1) Maintenance of equipment, tools, instruments.
+ (2) Mechanical skill.
V (3) Skill in the application of techniques and procedures.
V (4) Presentability of work (appropriateness of arrangement and appearance of work).
V (5) Attention to broad phases of assignments.
+ (6) Attention to pertinent detail.
V (7) Accuracy of operations.
V (8) Accuracy of final results.
V (9) Accuracy of judgments or decisions.
V (10) Effectiveness in presenting ideas or facts.
V (11) Industry.
V (12) Rate of progress on or completion of assignments.
V (13) Amount of acceptable work produced. (Is mark based on production records?) (Yes or no)
V (14) Ability to organize his work.
V (15) Effectiveness in meeting and dealing with others.
V (16) Cooperativeness.
V (17) Initiative.
V (18) Resourcefulness.
+ (19) Dependability.
V (20) Physical fitness for the work.

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(22) Effectiveness in adapting the work program to broader or related programs.
(23) Effectiveness in devising procedures.
(24) Effectiveness in laying out work and establishing standards of performance for subordinates.
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(26) Effectiveness in instructing, training, and developing subordinates in the work.
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(28) Effectiveness in determining space, personnel, and equipment needs.
(29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
(30) Ability to make decisions.
(31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED.

(A)
(B)
(C)

STANDARD
Deviations must be explained on reverse side of this form

	Adjective rating
Plus marks on all underlined elements, and no minus marks	Excellent
Plus marks on at least half of the underlined elements, and no minus marks	Very good
Check marks or better on a majority of underlined elements, and any minus marks overcompensated by plus marks	Good
Check marks or better on a majority of underlined elements, and minus marks not overcompensated by plus marks	Fair
Minus marks on at least half of the underlined elements	Unsatisfactory

Adjective rating
Rating official E
Reviewing official E

Rated by [signature] (Signature of rating official) — [signature] (Title) — 31 March 1946 (Date)

Reviewed by [signature] (Signature of reviewing official) — Capt USCG (Title) — 4-3-46 (Date)

Rating approved by efficiency rating committee 5-7-46 (Date) Report to employee E (Adjective rating)

U. S. GOVERNMENT PRINTING OFFICE 16-29177-2

8 HQD [signature]

DEPT. STOCK FORM 2249
REV. 12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE:

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TO: AUSTIN, JULIAN H.

Name: Austin, Julian H. (Mr.)

From: U. S. Coast Guard

Date Prepared July 1, 1945

Bureau No.:

Pay Adjustment

Effective: July 1, 1945

	FROM 3404	TO 3404
Position		Keeper
Grade	Range $1620-2320	Range $2034-2430
Salary	$1860 pa plus 240 pa Qtrs.	$2232 per Incl. 360 pa Qtrs. 2232 60
C. S. C. No.		
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Norfolk, Virginia
Post of Duty		Wade Pt. Lt. Sta., N. C.
Appropriation		Civilian Employees, C. G.
Allotment		

FIELD ☒ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

Remarks: * Your increased compensation includes valuation for quarters.

Justification:

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 2-20-1878

LEGAL RESIDENCE: N. C.

SEX: M

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE? No

SUBJECT TO RETIREMENT ACT? Lighthouse Act 6-20-10

DATE OF OATH

DATE APPROVED BY THE SECRETARY: 7-10-45

SUBORDINATE ADMINISTRATIVE OFFICE

Standard Form No. 51
Appr. Jan. 5, 1942
C. S. C. Dept. Cir. No. 302

REPORT OF EFFICIENCY RATING

REGULAR (✓): INTERIM ( )
PROBATIONARY—1ST ( ) 2D ( )

Classification Symbols		
(Service)	(Grade)	(Class)

As of 31 March, 1945 based on performance during period from 1 April, 1944 to 31 March, 1945

Austin, Julian H. (Name of employee) — Keeper (Title of position) — Navy Dept. (Bureau)

U.S.C.G. (Division) — Wade Point Light Station (Section) — (Subsection or unit) — Norfolk (Field office)

ON LINES BELOW MARK EMPLOYEE
V if adequate
— if weak
+ if outstanding

1. Underline the elements which are especially important in the position.
2. Rate only on elements pertinent to the position.
   a. Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions.
   b. Rate administrative, supervisory, and planning employees on all elements pertinent to the position whether in *italics* or not.
3. Before rating, become thoroughly familiar with instructions in the rating manual.

CHECK ONE
Administrative, supervisory, or planning ..... ☒
All others ..... ☐

X (1) Maintenance of equipment, tools, instruments.
X (2) Mechanical skill.
..... (3) Skill in the application of techniques and procedures.
..... (4) Presentability of work (appropriateness of arrangement and appearance of work).
✓ (5) Attention to broad phases of assignments.
✓ (6) Attention to pertinent detail.
..... (7) Accuracy of operations.
..... (8) Accuracy of final results.
..... (9) Accuracy of judgments or decisions.
..... (10) Effectiveness in presenting ideas or facts.
..... (11) Industry.
..... (12) Rate of progress on or completion of assignments.
..... (13) Amount of acceptable work produced. (Is mark based on production records? ..... (Yes or no))
..... (14) Ability to organize his work.
..... (15) Effectiveness in meeting and dealing with others.
..... (16) Cooperativeness.
..... (17) Initiative.
X (18) Resourcefulness.
X (19) Dependability.
✓ (20) Physical fitness for the work.

..... (21) *Effectiveness in planning broad programs.*
..... (22) *Effectiveness in adapting the work program to broader or related programs.*
..... (23) *Effectiveness in devising procedures.*
..... (24) *Effectiveness in laying out work and establishing standards of performance for subordinates.*
..... (25) *Effectiveness in directing, reviewing, and checking the work of subordinates.*
..... (26) *Effectiveness in instructing, training, and developing subordinates in the work.*
..... (27) *Effectiveness in promoting high working morale.*
..... (28) *Effectiveness in determining space, personnel, and equipment needs.*
..... (29) *Effectiveness in setting and obtaining adherence to time limits and deadlines.*
..... (30) *Ability to make decisions.*
..... (31) *Effectiveness in delegating clearly defined authority to act.*

STATE ANY OTHER ELEMENTS CONSIDERED

..... (A) .....
..... (B) .....
..... (C) .....

STANDARD
Deviations must be explained on reverse side of this form

	Adjective rating	Numerical rating
All underlined elements marked plus, and no element marked minus	Excellent	1
A majority of underlined elements marked plus, and no element marked minus	Very good	2 or 3
All underlined elements marked at least with a check, and minus marks fully compensated by plus marks, or—a majority of underlined elements marked at least with a check, and minus marks on underlined elements overcompensated by plus marks on underlined elements	Good	4, 5, or 6
A majority of underlined elements marked at least with a check, and minus marks not fully compensated by plus marks	Fair	7 or 8
A majority of underlined elements marked minus	Unsatisfactory	9

	Adjective rating	Numerical rating
Rating official	E	
Reviewing official	E	

On the whole, do you consider the conduct of this employee to be satisfactory? Yes (Yes or no) (See back of form)

Rated by [signature] (Signature of rating official) — Capt. USCG (Title) — 4/10/45 (Date)

Reviewed by do (Signature of reviewing official) — do (Title) — do (Date)

Rating approved by efficiency rating committee 4/21/45 (Date) Report to employee E (Adjective rating) ..... (Numerical rating)

[signature] HBB JR

16—26177-1

DEPT. STOCK FORM 2249
REV. 12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE:

TO: 130

Date Prepared April 1, 1945

Name: Austin, Julian H.

From: U. S. Coast Guard

Bureau No.:

Pay Increase (Periodic)

Effective: April 1, 1945

	FROM	TO
Position	340A	340A
Grade		Keeper
Salary	Range [illegible]	Range $1620-2040
C. S. C. No.	$1800 p.a. plus $60 p.a. tra.	$1860 p.a. plus $60 p.a. tra.
Bureau or Div.	1800	1860
Organizational Subdivisions		U.S. Coast Guard
Headquarters		Norfolk, Va.
Post of Duty		Code #b.1.3.3a., N. C.
Appropriation		Civilian Employees, C.G.
Allotment		

FIELD ☐ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

Remarks:

You are hereby granted a one-step increase in rate of compensation.

Justification:

Mr. Austin's last increase in rate of compensation was on October 1, 1943, in the amount of $60.

The position occupied by this employee is not temporary. His service and conduct are satisfactory. His current efficiency rating is Vg.

Effective April 1, 1945.
J.L.B.

4-30-45

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 2-20-1898

LEGAL RESIDENCE: N. C.

SEX: Male

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE? No

SUBJECT TO RETIREMENT ACT? Lighthouse Act [illegible]-16

DATE OF OATH

DATE APPROVED BY THE SECRETARY

SUBORDINATE ADMINISTRATIVE OFFICE

Standard Form No. 51, Rev.
Approved Dec. 1943
C. S. C. Dept. Cir. No. 458

Form approved
Budget Bureau No. 50-R012.
Approval expires Mar. 30, 1945.

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ( )
OFFICIAL:
REGULAR (X) SPECIAL ( )
PROBATIONAL or TRIAL PERIOD ( )

As of 31 March, 1944 based on performance during period from 1 April, 1943 to 31 March, 1944

AUSTIN, Julian H. (Name of employee)

Keeper (Title of position, service, and grade)

Navy Dept. - USCG - DCGO, 5ND - Wade Point Light Station - Norfolk (Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE
V if adequate
– if weak
+ if outstanding

1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A.
2. Underline the elements which are especially important in the position.
3. Rate only on elements pertinent to the position.
   a. Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions.
   b. Rate administrative, supervisory, and planning functions on elements in *italics*.

CHECK ONE:
Administrative, supervisory, or planning ☒
All others ☐

V (1) Maintenance of equipment, tools, instruments.
V (2) Mechanical skill.
(3) Skill in the application of techniques and procedures.
(4) Presentability of work (appropriateness of arrangement and appearance of work).
V (5) Attention to broad phases of assignments.
V (6) Attention to pertinent detail.
(7) Accuracy of operations.
(8) Accuracy of final results.
(9) Accuracy of judgments or decisions.
(10) Effectiveness in presenting ideas or facts.
(11) Industry.
(12) Rate of progress on or completion of assignments.
(13) Amount of acceptable work produced. (Is mark based on production records?) (Yes or no)
(14) Ability to organize his work.
(15) Effectiveness in meeting and dealing with others.
(16) Cooperativeness.
V (17) Initiative.
V (18) Resourcefulness.
X (19) Dependability.
V (20) Physical fitness for the work.

(21) *Effectiveness in planning broad programs.*
(22) *Effectiveness in adapting the work program to broader or related programs.*
(23) *Effectiveness in devising procedures.*
(24) *Effectiveness in laying out work and establishing standards of performance for subordinates.*
(25) *Effectiveness in directing, reviewing, and checking the work of subordinates.*
(26) *Effectiveness in instructing, training, and developing subordinates in the work.*
(27) *Effectiveness in promoting high working morale.*
(28) *Effectiveness in determining space, personnel, and equipment needs.*
(29) *Effectiveness in setting and obtaining adherence to time limits and deadlines.*
(30) *Ability to make decisions.*
(31) *Effectiveness in delegating clearly defined authority to act.*

STATE ANY OTHER ELEMENTS CONSIDERED
(A)
(B)
(C)

STANDARD
Deviations must be explained on reverse side of this form

	Adjective rating
Plus marks on all underlined elements, and no minus marks	Excellent
Plus marks on at least half of the underlined elements, and no minus marks	Very good
Check marks or better on a majority of underlined elements, and any minus marks overcompensated by plus marks	Good
Check marks or better on a majority of underlined elements, and minus marks not overcompensated by plus marks	Fair
Minus marks on at least half of the underlined elements	Unsatisfactory

Adjective rating
Rating official V. G.
Reviewing official

Rated by [signature] (Signature of rating official) Captain, USCG (Title) 24 April, 1944 (Date)

Reviewed by (Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee 4/26/44 (Date) Report to employee V G (Adjective rating)

16—26177-2

Standard Form No. 51
Appr. Jan. 5, 1942
C. S. C. Dept. Cir. No. 302

REPORT OF EFFICIENCY RATING

REGULAR (X); INTERIM ( ) PROBATIONARY—1ST ( ) 2D ( )

Classification Symbols		
(Service)	(Grade)	(Class)

As of 31 March, 1943 based on performance during period from 1 April, 1942 to 31 March, 1943

Julian H. Austin (Name of employee) — Keeper (Title of position) — U. S. Coast Guard (Bureau)

5th Naval District (Division) — Holland Island Bar Light Station (Section) — (Subsection or unit) — Norfolk, Virginia (Field office)

ON LINES BELOW MARK EMPLOYEE

V if adequate
— if weak
+ if outstanding

1. Underline the elements which are especially important in the position.
2. Rate only on elements pertinent to the position.
   a. Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions.
   b. Rate administrative, supervisory, and planning employees on all elements pertinent to the position whether in *italics* or not.
3. Before rating, become thoroughly familiar with instructions in the rating manual.

CHECK ONE

Administrative, supervisory, or planning ..... ☒
All others ..... ☐

- V (1) Maintenance of equipment, tools, instruments.
- + (2) Mechanical skill.
- ----- (3) Skill in the application of techniques and procedures.
- ----- (4) Presentability of work (appropriateness of arrangement and appearance of work).
- + (5) Attention to broad phases of assignments.
- ----- (6) Attention to pertinent detail.
- ----- (7) Accuracy of operations.
- + (8) Accuracy of final results.
- ----- (9) Accuracy of judgments or decisions.
- ----- (10) Effectiveness in presenting ideas or facts.
- + (11) Industry.
- V (12) Rate of progress on or completion of assignments.
- ----- (13) Amount of acceptable work produced. (Is mark based on production records? ----- (Yes or no))
- + (14) Ability to organize his work.
- ----- (15) Effectiveness in meeting and dealing with others.
- ----- (16) Cooperativeness.
- + (17) Initiative.
- ----- (18) Resourcefulness.
- + (19) Dependability.
- + (20) Physical fitness for the work.
- V (21) *Effectiveness in planning broad programs.*
- ----- (22) *Effectiveness in adapting the work program to broader or related programs.*
- V (23) *Effectiveness in devising procedures.*
- V (24) *Effectiveness in laying out work and establishing standards of performance for subordinates.*
- V (25) *Effectiveness in directing, reviewing, and checking the work of subordinates.*
- V (26) *Effectiveness in instructing, training, and developing subordinates in the work.*
- ----- (27) *Effectiveness in promoting high working morale.*
- ----- (28) *Effectiveness in determining space, personnel, and equipment needs.*
- ----- (29) *Effectiveness in setting and obtaining adherence to time limits and deadlines.*
- V (30) *Ability to make decisions.*
- V (31) *Effectiveness in delegating clearly defined authority to act.*

STATE ANY OTHER ELEMENTS CONSIDERED

- ----- (A) -----
- ----- (B) -----
- ----- (C) -----

STANDARD
Deviations must be explained on reverse side of this form

	Adjective rating	Numerical rating
All underlined elements marked plus, and no element marked minus	Excellent	1
A majority of underlined elements marked plus, and no element marked minus	Very good	2 or 3
All underlined elements marked at least with a check, and minus marks fully compensated by plus marks, or—a majority of underlined elements marked at least with a check, and minus marks on underlined elements overcompensated by plus marks on underlined elements	Good	4, 5, or 6
A majority of underlined elements marked at least with a check, and minus marks not fully compensated by plus marks	Fair	7 or 8
A majority of underlined elements marked minus	Unsatisfactory	9

	Adjective rating	Numerical rating
Rating official	V G.	3
Reviewing official	V. G.	3

On the whole, do you consider the conduct of this employee to be satisfactory? Yes (Yes or no) (See back of form)

Rated by [signature] (Signature of rating official) — Captain (Title) — 31 March 43 (Date)

Reviewed by R. L. LUCAS, Captain, USCG Chief of Staff, DCGO, 5ND 7 April 1943
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee ----- (Date) Report to employee ----- (Adjective rating) ----- (Numerical rating)

10—26177-1

Standard Form No. 51
Appr. Jan. 5, 1942
C. S. C. Dept. Cir. No. 302

REPORT OF EFFICIENCY RATING

REGULAR (✓); INTERIM ( ) PROBATIONARY—1ST ( ) 2D ( )

Classification Symbols		
(Service)	(Grade)	(Class)

As of 31 Mar., 1942 based on performance during period from 1 Apr., 1941 to 31 Mar., 1942

Julian H. Austin (Name of employee) — Keeper (Title of position) — U. S. Coast Guard (Bureau)

5th Naval District (Division) — Holland Isld. Bar Lt. Sta. (Section) (Subsection or unit) — Norfolk, Va. (Field office)

ON LINES BELOW MARK EMPLOYEE
V if adequate
— if weak
+ if outstanding

1. Underline the elements which are especially important in the position.
2. Rate only on elements pertinent to the position.
   a. Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions.
   b. Rate administrative, supervisory, and planning employees on all elements pertinent to the position whether in *italics* or not.
3. Before rating, become thoroughly familiar with instructions in the rating manual.

CHECK ONE:
Administrative, supervisory, or planning ..... ☒
All others ..... ☐

✓ (1) Maintenance of equipment, tools, instruments.
✓ (2) Mechanical skill.
(3) Skill in the application of techniques and procedures.
(4) Presentability of work (appropriateness of arrangement and appearance of work).
✓ (5) Attention to broad phases of assignments.
(6) Attention to pertinent detail.
✓ (7) Accuracy of operations.
✓ (8) Accuracy of final results.
(9) Accuracy of judgments or decisions.
✓ (10) Effectiveness in presenting ideas or facts.
✓ (11) Industry.
✓ (12) Rate of progress on or completion of assignments.
(13) Amount of acceptable work produced. (Is mark based on production records? ..... (Yes or no))
✓ (14) Ability to organize his work.
(15) Effectiveness in meeting and dealing with others.
(16) Cooperativeness.
✓ (17) Initiative.
(18) Resourcefulness.
✓ (19) Dependability.
✓ (20) Physical fitness for the work.

✓ (21) *Effectiveness in planning broad programs.*
(22) *Effectiveness in adapting the work program to broader or related programs.*
(23) *Effectiveness in devising procedures.*
✓ (24) *Effectiveness in laying out work and establishing standards of performance for subordinates.*
✓ (25) *Effectiveness in directing, reviewing, and checking the work of subordinates.*
✓ (26) *Effectiveness in instructing, training, and developing subordinates in the work.*
(27) *Effectiveness in promoting high working morale.*
(28) *Effectiveness in determining space, personnel, and equipment needs.*
(29) *Effectiveness in setting and obtaining adherence to time limits and deadlines.*
(30) *Ability to make decisions.*
✓ (31) *Effectiveness in delegating clearly defined authority to act.*

STATE ANY OTHER ELEMENTS CONSIDERED

(A) .....
(B) .....
(C) .....

STANDARD
Deviations must be explained on reverse side of this form

	Adjective rating	Numerical rating
All underlined elements marked plus, and no element marked minus	Excellent	1
A majority of underlined elements marked plus, and no element marked minus	Very good	2 or 3
All underlined elements marked at least with a check, and minus marks fully compensated by plus marks, or—a majority of underlined elements marked at least with a check, and minus marks on underlined elements overcompensated by plus marks on underlined elements	Good	4, 5, or 6
A majority of underlined elements marked at least with a check, and minus marks not fully compensated by plus marks	Fair	7 or 8
A majority of underlined elements marked minus	Unsatisfactory	9

	Adjective rating	Numerical rating
Rating official	Good	6
Reviewing official	G	6

On the whole, do you consider the conduct of this employee to be satisfactory? Yes (Yes or no) (See back of form)

Rated by [signature] (Signature of rating official) — [signature] (Title) — 3/ March 42 (Date)

Reviewed by W. J. KEESTER [signature] (Signature of reviewing official) — Captain, U.S.C.G. (Title) — 12 May, 1942. (Date)

Rating approved by efficiency rating committee ..... (Date) Report to employee ..... (Adjective rating) ..... (Numerical rating)

16—26177-1

Form 3200—(April 1935)
U. S. Civil Service Commission

Classification Symbols		
Service	Grade	Class

SERVICE RATING FORM

(Read instructions on back of this form)

Check one:
Supervisory ..... ☑
Nonsupervisory ..... ☐

Name Julian H. Austin Department Treasury

Coast Guard (Bureau) Norfolk District (Division) Holland Island Bar Lt. Sta., Md. (Section) (Subsection)

On lines below mark employee:
✓ if neither strong nor weak point.
– if weak point.
+ if strong point.

1. Underline the elements which are especially important in the position.
2. Mark nonsupervisory employees on all elements except those in *italics*.
3. Mark supervisory employees on all elements.

In boxes below rate employee:
1 or 2 if Excellent.
3 or 4 if Very Good.
5 or 6 if Good.
7 or 8 if Fair.
9 or 10 if Unsatisfactory.

I. QUALITY OF PERFORMANCE

Rating Officer | Reviewing Officer

✓ (a) Acceptability of work; thoroughness.
✓ (b) General dependability; accuracy.
✓ (c) Neatness and orderliness of work.
+ (d) Skill with which the important procedures, instruments, or machines are employed in performing his duties.
✓ (e) *Effectiveness in getting good work done by his unit.*

Rating Officer: 4

II. PRODUCTIVENESS

Base rating primarily on element (a), if known; otherwise on (b) and (c).

+ (a) Amount of work accomplished.
✓ (b) Application of time, interest, and energy to duties; industry.
✓ (c) Promptness in completing assignments; speed.
..... (d) ..... (State any other elements of this class considered)
✓ (e) *Effectiveness in securing adequate output from his unit.*

Rating Officer: 4

III. QUALIFICATIONS SHOWN ON JOB

+ (a) Knowledge of duties and related information.
✓ (b) Ability to learn and to profit from experience.
✓ (c) Judgment, sense of proportion, common sense.
✓ (d) Initiative and resourcefulness.
✓ (e) Cooperativeness; ability to work with and for others.
..... (f) ..... (State any other elements of this class considered)
✓ (g) *Effectiveness in developing and training employees.*
..... (Custodial only) Ability to perform such physical work as the job requires.

Rating Officer: 4

Sum of ratings . . . 12

Rated by N. C. Manyon (Rating officer) 24 Sept. '41 (Date)

Report to employee Very Good

Reviewed by W. J. Keester (Reviewing officer) 25 Sept. '41 (Date)

On the whole, do you consider the deportment and attitude of this employee toward his work to be satisfactory? . . Yes
(Answer "Yes", "No", or "Fairly so")

Sum of Ratings	Report to Employee	Significance
3 – 7	Excellent.	Promotable within grade if below top salary.
8 – 13	Very Good.	Promotable within grade if below top salary.
14 – 19	Good.	No salary change if receiving middle salary or above; if below middle, promotable not beyond middle salary.*
20 – 24	Fair.	Reduce one step if above middle salary.*
25 – 30	Unsatisfactory.	Dismiss from present position.

16—3831

* For Cu-2 and Cu-3, the fourth salary rate will be considered the middle salary.

DEPT. STOCK FORM 2240
REV. 12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 10

TO: AUSTIN, JULIAN H. Date Prepared 1 October, 1943

Name: Austin, Julian H.

From: U. S. Coast Guard Bureau No.: 3404

Promotion

Effective: 1 October, 1943

	FROM	TO
	7434	7434
Position		Keeper
Grade	Keeper (1200-1740	Keeper (1200-1740
Salary	$1740 per. plus $60 Lvs.	$1800 per. plus $60 Lvs.
C. S. C. No.		
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Norfolk, Virginia
Post of Duty		Cape Ft. Station, Va.
Appropriation		Civilian Employees, etc.
Allotment		

FIELD ☐ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

Remarks:

The action herein represents an administrative increase in salary effective as indicated above.

Justification: Effective 1 October, 1943.

D. L. B.

Entered 10/22/43 JH

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 2-20-1[illegible]

LEGAL RESIDENCE: N.C.

SEX: M

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE?

SUBJECT TO RETIREMENT ACT?

DATE OF OATH

DATE APPROVED BY THE SECRETARY

SUBORDINATE ADMINISTRATIVE OFFICE

DEPT. STOCK FORM 2249
REV. 12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

120

TO:

Date Prepared 24 April, 1943

Name: Austin, Julian H.

From: U. S. Coast Guard Bureau No.: 3404

Promotion - Change in post of duty

Effective: E.O.D.

	FROM	TO
Position	Keeper	Keeper
Grade		
Salary	Range $1620-1980	Range $1680-2040
C. S. C. No.	$1740 p.a. plus $60 p.a.qtrs.	$1740 p.a. plus $60 p.a.qtrs.
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	U. S. Coast Guard
Headquarters	Norfolk, Va.	Norfolk, Va.
Post of Duty	Holland Island Bar., Md.	Ends Pt. Lt. Sta., N. C.
Appropriation	Civilian Employees, C. G.	Civilian Employees, C. G.
Allotment		
	FIELD X DEPRTMTL. ☐	FIELD X DEPRTMTL. ☐

Remarks:

Promotion is in grade, there being no increase in salary involved.

Justification:

Effective
1 May, 1943.
N. L.S.
Sent 5/31/43

CHARLES PIOZET

SUBORDINATE ADMINISTRATIVE OFFICE

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 2-20-1898

LEGAL RESIDENCE: N. C.

SEX: M

NATURE OF POSITION

NEW	ADDTL. IDENT
VICE VACANCY	VICE
	*

NAME: Stephen D. Willett (Retired)
C.S.C. NO.: 6-30-43)
ACTION NO.:
DATE:

HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE? No

SUBJECT TO RETIREMENT ACT? Lighthouse Act

DATE OF OATH:

DATE APPROVED BY THE SECRETARY
4 • 24 • 43

75

Form No. 2599
TREASURY DEPARTMENT
U. S. COAST GUARD
(Revised 1937)

120

REPORT OF CHANGE IN PERSONNEL

Austin,	Julian	H.	--	Keeper
(Surname)	(First name)	(Middle initial)	(Service No.)	(Rank or rating)

5th Naval District - Coast Guard - Norfolk, Virginia -	29 April, 1942.
(Unit) (Place)	(Date)

Administrative promotion - effective 1 April, 1942:

	FROM	**TO**
Position:	**Keeper**	**Keeper**
Range:	$1620-1980	$1620-1980
Salary:	$1680 per **annum**	$1740 per **annum**
Station:	Holland Island **Bar Lt. Sta., Md.**	Holland Island **Bar Lt. Sta., Md.**

AUTHORITY: Headquarters' letter 1 April, 1942 (CP-75).

C. J. SULLIVAN,
(Commanding)

By direction.
(Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	STATISTICS	CORRESPONDENCE	RECORDS

U. S. GOVERNMENT PRINTING OFFICE 0 10935

Lmt NP

CP-75

UNITED STATES COAST GUARD

WASHINGTON

1 April, 1942.

From: Commandant.
To: District Coast Guard Officer, Fifth Naval District.

Subject: Administrative promotions for certain lighthouse keepers.

1. The Secretary of the Navy, under date of 1 April, 1942, has approved within-grade administrative promotions of the lighthouse keepers listed below under your jurisdiction, effective 1 April, 1942. These promotions are not made under the provisions of Public Law No. 200, approved 1 August, 1941.

2. It will not be necessary to give these employees an official notification of this promotion, but this data should be typed on their Form 2806.

3. In the event that any of the employees named herein have received salary increases subsequent to 1 April, 1942, they are not entitled to and should not receive this promotion. They are, however, entitled to receive this additional compensation from 1 April, 1942 up to and including the day before they received a promotion.

Name	Range	Present Salary	Increase	Location
White, Hiram T.	$1560-1920	$1560	$60	Bloody Pt. Bar
Newton, James A.	1380-1740	1380	60	Cape Lookout
Somers, James T.	1620-1980	1620	60	Choptank River
Sturgis, Zadock W.	1200-1560	1200	60	Cove Point
Newcomb, James M.	1380-1740	1500	60	Cove Point
Edwards, John R.	1620-1980	1680	60	Deep Water Shoal
Cropper, Thomas J.	1440-1800	1560	60	Deep Water Shoal
McDorman, Walter F.	1620-1980	1680	60	Great Shoals
Parks, John W.	1500-1860	1500	60	Great Wicomico
Austin, Julian H.	1620-1980	1680	60	Holland I. Bar
Dickerson, Kendrick H.	1500-1860	1500	60	Hooper Island
Kelly, William J.	1680-2040	1680	60	Hooper Straits
Messick, Harold M.	1500-1860	1500	60	Hooper Straits
Dawson, Samuel C.	1560-1920	1560	60	Love Point
Matthews, Henry L.	1680-2040	1680	60	Lower Cedar
Barnes, Franklin S.	1500-1860	1560	60	Lower Cedar
Hanberry, Henry R.	1620-1980	1620	60	Maryland Point
Oliver, Joseph T.	1440-1800	1440	60	Mathias Point
Rollinson, George S.	1620-1980	1740	60	Old Plantation Flat
Johnson, George G.	1260-1620	1380	60	Old Point Comfort
Lewis, Frank R.	1560-1920	1740	60	Pages Rock
Midgett, John E.	1680-2040	1680	60	Pamlico Point
Fulcher, Robert W.	1560-1920	1680	60	Point Lookout

District Coast Guard Officer,
Fifth Naval District,
CP-75,
1 April, 1942.

Name	Range	Present Salary	Increase	Location
Metivier, Herman F.	$1380-1740	$1380	$60	Point Lookout
Jennette, Unaka B.	1680-2040	1800	60	Roanoke Marshes
Quidley, Dallas E.	1500-1860	1500	60	Roanoke Marshes
Carman, Lewis R.	1800-2160	1800	60	Sandy Point
Rawls, Wilson D.	1620-1980	1620	60	Sandy Point
Peters, Raymond C.	1560-1920	1560	60	Sharkfin Shoals
Wallace, Thomas L.	1680-2040	1680	60	Sharps Island
Farrow, Clyde M.	1500-1860	1500	60	Solomons Lump
Thomas, Barney	1680-2040	1740	60	Tangier Sound
King, Earl B.	1500-1860	1560	60	Tangier Sound
Cattee, Gatha F.	1440-1800	1440	60	Tangier Sound
Clark, William J.	1500-1860	1500	60	Thimble Shoal
Wilkinson, George G.	1440-1800	1440	60	Thimble Shoal
Harris, Earl C.	1500-1860	1620	60	Thomas Pt. Shoal
Mills, Flavel J.	1440-1800	1440	60	Tuc Marshes
Salter, Fannie M.	1260-1620	1440	60	Turkey Point
Harper, Edgar J.	1560-1920	1560	60	Turkey Point
Barnes, Thomas H.	1380-1740	1500	60	Upper Cedar Point
Tillett, Stephen B.	1680-2040	1680	60	Wade Point
Midgett, Dosson D.	1440-1800	1440	60	Wade Point
Preston, Benjamin D.	1560-1920	1740	60	Windmill Point
Lewis, Nelson H.	1680-2040	1680	60	Wolf Trap
Goodwin, Elmer M.	1500-1860	1500	60	Wolf Trap

N. R. STILES,
By direction.

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

Personnel

TO:

Date Prepared November 18, 1940.

Name: Austin, Julian E.

From: U. S. Coast Guard

Bureau No: 906

Change in status and post of duty - increase in grade

	FROM	TO
Position	Keeper	Keeper
Grade	Field (Range $1500-1860)	Field (Range $1620-1980)
Salary	$1680 p.a. plus $60 p.a. Qtrs.	$1680 p.a. plus $60 p.a. Qtrs.
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	U. S. Coast Guard
Headquarters	Norfolk, Virginia	Norfolk, Virginia
Post of Duty	Sharps Island Lt. Sta., Md.	Holland Is. Bar Lt. Sta., Md.
Appropriation	Civilian Employees, C.G.	Civilian Employees, C.G.
Allotment		
Field or Deptl.	Field	Field

EFFECTIVE
Remarks: E.O.D.
Travel from Sherwood, Maryland, to Crisfield, Maryland, necessary in interest of Government, not for convenience of employee is authorized, with per diem of $3.50 in lieu of subsistence chargeable to symbol No. 29. Travel by privately owned automobile at the rate of 4¢ a mile, if more economical and advantageous to the United States than travel by commercial carrier, authorized. If travel is by privately owned automobile, a statement certifying that such travel is more economical and advantageous than travel by commercial carrier must be attached to the voucher.

*H. R. Hamberry (trans.)

Justification:

This is a regular position in the authorized complement of the station, and it is necessary that it be filled in order that the essential work of the Service may be carried on.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION
Reg.

DATE OF BIRTH
2-25-1878

LEGAL RESIDENCE
N. C.

SEX: M
RACE: W

NATURE OF POSITION
NEW
ADDTL. IDENT.

VICE VACANCY
VICE

SUBJECT TO RETIREMENT ACT?
Lighthouse Act

DATE OF OATH

EOD 1/1/41 Jmt

Entered on Journal 1/27/41

11-18-40

SUBORDINATE ADMINISTRATIVE OFFICE

DEPT. STOCK FORM 2248

Personal

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE:

PERSONNEL ACTION

Date Prepared: 1 May, 1940.

Name: Austin, Julian H.

From: U. S. Coast Guard

Nature of Action: Transfer

	FROM	TO
Position	Keeper	Keeper
Grade	Field (Range $1260-1620)	Field (Range $1500-1860)*
Salary	$1500 p.a., plus $240 p.a. Qtrs.	$1680 p.a. plus $60 p.a. Qtrs.*
Bureau	U. S. Coast Guard	U. S. Coast Guard
Office	Norfolk, Virginia	Norfolk, Virginia
Unit		
Division		
Section		
Sub-Section	Norfolk, Virginia	Norfolk, Virginia
Headquarters	Bodie Island Lt. Sta., N. C.	Sharps Island Lt. Sta., Md.
Post of Duty	Sal., Xpns. of Lhs., Coast Guard	Sal., Xpns. of Lhs., Coast Guard
Appropriation		
Allotment	X.O.D.	

EFFECTIVE: FIELD ☐ DEPRTMTL. ☐ — FIELD ☐ DEPRTMTL. ☐

BUREAU OR DIVISION NO.: Lo. 727

DATE OF BIRTH: 2-20-1898

LEGAL RESIDENCE: North Carolina

VETERAN'S PREFERENCE: No

NATURE OF POSITION NEW:

ADDITIONAL IDENTICAL

VICE VACANCY:

VICE: David E. Parkerson (resigned)

CIVIL SERVICE AUTHORITY:

DATE OF EFFECT:

SUBJECT TO RETIREMENT ACT: 6-22-16

Remarks: * Section 10b of the Reorganization Act of 1939 prohibits changes in gross compensation or grade during the present fiscal year.

The action in this case does not involve a change in gross compensation since the gross pay at the new station is the same as the gross pay at the former station, but no change in grade will be made during this fiscal year. For record purposes, however, recommendation is submitted pursuant to Comp. Gen. B-5212 of August 22, 1939, to the Federal Security Agency.

Justification:

EOD 7/1/40 Jmt

DATE APPROVED: 5-3-40

SUBORDINATE ADMINISTRATIVE OFFICE

DATE

Form A-38

DEPARTMENT OF COMMERCE

~~APPOINTMENT DIVISION~~
Division of Personnel
WASHINGTON

SUPT. OF LIGHTHOUSES
FEB 9 1937
NORFOLK, VA

February 1, 1937.

Mr. J. H. Austin

Through the Commissioner of Lighthouses

Sir:

You are advised that your compensation has been changed as indicated below, effective February 1, 1937

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

Chief, Division of Personnel.
~~Chief of Appointment Division.~~

From: $1440

To: $1500

Service and grade:

Appropriation (unit) Field

5

Q

2/1/37

Supt.
Asst. Supt.
Chief Clk.
Asps. Engrs.
Asst. Engr. (3)
Asst. Engr. (2)
Junior Engr.
Hydrog.
Accounts
Ordering
Personnel
Cost Kpg
Engr. Clk.
Stenog.
Stenographer
File

GOVERNMENT PRINTING OFFICE 11—9051

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE



AR.

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
BALTIMORE, MD.

June 14, 1934.

District Engineer, U.S. Engineer Office,
Custom House,
Norfolk, Va.

Subject: Record of Service: Julian H. Austin.

1. The subject employee claims service in your Service as follows:

Engineman, U.S.E.D. CAUCUS - May 1, 1918 to July 15, 1919;
Oct. 1, 1919 to Dec. 15, 1919.

Supt
Asst. Supt
Chief Clk
Asso Engr.
Asst. Engr. (1)
Asst. Engr. (2)
Junior Engr.
Hydr.
Draftsman
Order?
Personnel
Cost Kpr.
Prop Clk.
Stenog.
Messenger
Tug

2. It will be appreciated if you will make statement verifying this service.

L. M. HOPKINS
Superintendent of Lighthouses

REC'D. U. S. ENGR. OFFICE
NORFOLK, VA. JUN 16 1934

Subject: Record of Service - Julian H. Austin.

89/2176 C. S. 1st Ind.

U. S. Engineer Office, Norfolk, Va., June 18, 1934. - To the Superintendent of Lighthouses, 5th District, BALTIMORE, MD.

1. As requested, there is submitted below, statement of service rendered by Julian H. Austin, in the Norfolk, Va., District.

Apptd. (Unclas.)	Dredgehand	$65 p.m.	May 11, 1918
Pay changed	"	80 p.m.	June 1, 1918
Dischgd. (Unclas.)	"	80 p.m.	Jul.31, 1918
Apptd. (Unclas.)	Stoker	80 p.m.	Aug. 1, 1918
Dischgd. (Unclas.)	Stoker	80 p.m.	Jul.12, 1919
Apptd. (Temp.)	Oiler	95 p.m.	Oct. 3, 1919
Dischgd. (Temp.)	Oiler	95 p.m.	Dec. 5, 1919

In the absence of the District Engineer:

M. J. Noyes,
Captain, Corps of Engineers.

Supt.
Asst. Supt.
Chief Clk.
Asst. Engr.
Asst. Engr. (1)
Asst. Engr. (2)
Junior Engr.
Hydrog.
Accounts
Ordering
Property
Disb. Clk.
Plot. Clk.
Steno.
Messenger
File

Subject: Record of Service - Julian H. Austin.

89/2176 C. S. 1st Ind.

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Apptd. (Temp.)	Oiler	95 p.m.	Oct. 3, 1919
Dischgd. (Temp.)	Oiler	95 p.m.	Dec. 5, 1919

In the absence of the District Engineer:

M. J. Noyes,
Captain, Corps of Engineers.

Supt.
Asst. Supt.
Chief Clk.
Asso. Engr.
Asst. Engr.
Asst. Engr.
Junior Engr.
Hydrog.
Accounts
Ordering
Personnel
Cor. hyd.
Prep. Lib.
Stenog.
Messenger
File

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
JUN 1 1934
BALTIMORE, MD.

Supt
Asst. Supt.
Chief Clk.
Asso. Engr.
Asst. Engr.
Asst. Engr.
Under Engr.
Engr.
Accountant
Inspector
Personnel
Cost Acct.
Insp. Clk.
Stenog.
Messenger
Tug

Bodie Island Lt Sta
FIFTH DISTRICT
(Station, Depot, or Vessel)

May 28, 1934

Supt of Lighthouses
Baltimore
Md.

Sir

I Respectfully State in reference to letter regarding Govt. Service. That I was employed on USED Caucus. as Oiler & Water Tender through Custom House Norfolk Va
W. J. Bracley was Chief Engr of the caucus a Mr McNeice was Supt in charge of work. He was Transfered to Florida district also the Caucus the reason I resigned. I have a discharge signed by Chief Bracley but not any from Custom House. that I can locate The dates is correct as I have a note book covering all my work since 1916.
I did not receive your letter utill yesterday 21

Respectfully
J. H. Cureton, Asst Keeper

P.S. The Captains name was. A. Fernandez

Form 73
Ed. April, 1929

NOMINATION

120

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth DISTRICT,

Baltimore, Md. (City) May 23, (Date) 1933

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and Demotion

Legal residence, North Carolina

Name, Julian H. Austin

Proposed salary, $1440.p.a. plus $240. p.d. quarters.

Position, Asst. Keeper

Proposed range, $1260-1620, plus $240. p.d. quarters.

Location, Bodie Island Light Station, N.C.

Appropriation, Sal. Keepers of L.H.

Effective, June 1, 1933

[1] ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Same

Former salary, $1680.p.a.

Location, Roanoke River Light Station, N.C.

Former range, $1440-1800.

Rank on eligible list, —— Rating, —— Percentage, ——, Other eligibles considered:

Previous incumbent; his pay: W. H. Etheridge $1500.p.a.plus $240. Services terminated, March 31, 1933.

Reason, Retired account disability.

Members of family in Government service, None.

Date of birth, February 20, 1886.

Remarks: This action is necessitated by the proposed discontinuance of Roanoke River L.S.; is for the best interests of the Service and will not violate Civil Service rule relative to religious or political affiliations or opinions.

Selection regular, subject to the action of the U. S. Civil Service Commission, , 19——

cor
eod
6/3/33

Secretary, Civil Service District.

L. M. Hoffines
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

1T

[1] Strike out the clause which does not apply.

11—2314

Form A-88

Appointment

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

120

U.S. BUREAU OF LIGHTHOUSES JUN 7 1933 BALTIMORE MD.

June 2, 1933.

Mr. Julian H. Austin,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective upon entrance on duty (change of station).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

EDW. J. GARDNER.

Chief of Appointment Division.

From: $1680 per annum.

To: $1440 per annum.

Service and grade:

Appropriation (unit): Field.

5

DSK

GOVERNMENT PRINTING OFFICE 11—9051

NiR

DEPARTMENT OF COMMERCE
Lighthouse Service

Superintendent of Lighthouses
Baltimore, Maryland,
April 25, 1933

J. H. Austin, Asst. Kpr.
Bodie Island L.S.
thru the keeper

SUPT. OF LIGHTHOUSES
MAY 31 1933
BALTIMORE, MD.

Subject: Record of service.

You are directed to furnish this office the information called for below as to your length of Government service. This data is desired for retirement purposes. Be sure you understand what is desired before filling out the form below. If you have not enough space to answer on the front of this sheet, the remainder of the answer may be written on the back of the sheet.

L. M. Hopkins,
Superintendent of Lighthouses

Superintendent of Lighthouses, Baltimore, Md.

1. Below is furnished the information desired by your office on above subject:

Date started	Position	Sta. or Vessel	Date left	Length Service Yrs.	Mos.	Reason for leaving
July 1. 1916	Seamen	Diamond Shoal	Nov 28 1916		4 mos 28 Days.	Quit
February 14 1917	Seamen	Tail of Shoal LV 46	Dec 26 1917		10 Mos 9 "	"
June 27 1921	Seamen	Relief LV 49	Dec 7 1924		Transfered to Light House	
continuous service until present						

Total length of lighthouse service. 13 Yrs 2 Mos 4 days

Supt.
Asst. Supt.
Chief Clk.
Asso. Engr.
Asst. Engr. (1)
Asst. Engr. (2)
Junior Engr.
Hydrog.
Accounts
Ordering
Personnel
Dept Knpr.
Prop. Clk.
Steno.
Engineer

2. Following is Government service other than in the Lighthouse Service near as you can.

Date started	Position	Sta. or Vessel	Date left	Length Service Yrs.	Mos.	Reason for leaving
May 1 1918	Engineman	U.S.E.D. Seamen	July 15 1919	1	2 15 Days	Vacation
Oct 1 1919	"	" "	Dec 15 1919		2 15	

Total length of other service. 1 Yr 5 Months

3. Give correct date of your birth February (Month) 20 (Day) 1898 (Year)

Name Julian Haywood Austin (Write first and middle name in full) Station Bodie's Island L.H.Sta

Title 1st asst kpr (State keeper, asst. keeper, mate, etc.) Dated May 27 1933

Form 73a

REPORT OF TRANSFER OF APPOINTEE

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES. Fifth DISTRICT.

June 5, 19 30

THE COMMISSIONER OF LIGHTHOUSES:

The following-named employee will be transferred as indicated, and will enter upon duty at his new station on or about July 1, 1930.

Name, Julian H. Austin — Position, 2nd Asst. to Asst. Keeper

From Gull Shoal Light Station — To Roanoke River Light Station

Previous incumbent, Joseph W. Cooper

Services terminated, June 30, 1930 — Reason, Retirement pending.

L. M. Hopkins

Superintendent of Lighthouses.

July 11, 19 30

The above-referred-to transfer became effective beginning with July 1, 1930.

L. M. Hopkins

Superintendent of Lighthouses.

11—4598

BUREAU OF LIGHTHOUSES

WASHINGTON

Submitted to the Secretary of Commerce for his information.

Acting Commissioner of Lighthouses.

Form A-88

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

September 6, 1929.

Mr. Julian H. Austin,

Through the Commissioner of Lighthouses.

LIGHTHOUSES
1929 SEP 17 PM 3-03

Sir:

You are advised that your compensation has been changed as indicated below, effective October 1, 1929, or upon entrance on duty (change of station).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

T. B. MORROW
Acting
Chief of Appointment Division.

From: $1740 per annum.

To: $1680 per annum.

Service and grade:

Appropriation (unit): Field.

5
E

GOVERNMENT PRINTING OFFICE 11—9051

AHL.

Form 73

NOMINATION

120

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 5th DISTRICT,

Baltimore, Md. (City) August 22, (Date) 1929

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Change in Range

Name, Julian H. Austin

Position, 2nd Asst. Keeper

Location, Gull Shoal Light Station, N.C.

Effective, October 1st, 1929

Legal residence, Frisco, N. C.

Proposed salary, $1740. p. a.

Proposed range, $1560-1860.

Appropriation, Sal. L. H. Keepers

[1] ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, 2nd Asst. Keeper

Location, Brant Island Shoal Light Station, N.C.

Former salary, $1740.

Former range, $1620-1920

Rank on eligible list, ---- Rating, ---- Percentage, ---- , Other eligibles considered:

Previous incumbent, New Position

Services terminated,

Reason,

Members of family in Government service, None

Date of birth, February 20, 1898.

Remarks: See letter from this office of even date recommending discontinuance of personnel at Brant Island Shoal Light Station and authorization of personnel at Gull Shoal Light Station.

Selection regular, subject to the action of the U. S. Civil Service Commission, , 19----

Secretary, Civil Service District.

H. Hopkins
Asst. Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

[1] Strike out the clause which does not apply.

11—2314

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

BUREAU OF LIGHTHOUSES
MAR 12 1929

120

March 7, 1929.

Mr. Julian H. Austin,

Through the Commissioner of Lighthouses.

Sir:

LIGHTHOUSES
1929 MAR 15 AM 10-56

You are advised that your compensation has been changed as indicated below, effective April 1, 1929 or on such later date after as you enter on duty (change of station).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

EDW. J. CARLIN

Chief of Appointment Division.

From: $1260 per annum.

To: $1740 per annum.

Service and grade: Field.

Appropriation (unit):

C

Dept.
Asst. Supt.
Gen. Clk.
Asst. Engr. (1)
Asso. Engr. (2)
Asst. Engrs.
1 Drafts
2 Drafts
Hydrog.
Assistants
Geographer
Personnel
Cartographer
Print. Clk.
Messenger
Files

From Copy Matters to Record Desk.

exc- DWH.
and Copy.

GOVERNMENT PRINTING OFFICE 11—9051

Form 78
VIII

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth DISTRICT,

Baltimore, Md., March 5, 1929
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer

Name, Julian H. Austin

Position, 2nd Asst. Keeper

Location, Brant Island L.H., N.C.

Effective, April 1, 1929

Legal residence, North Carolina

Proposed salary, $1740. p.a.

Proposed range, $1620-1920

Appropriation, Sal. L.H. Keepers

[1] the ~~actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, 2nd Asst. Keeper

Location, Cape Hatteras L.H., N. C.

Former salary, $1260. p.a.

Former range, ~~$1260~~ $1140-1440

Rank on eligible list, ---- Rating, ---- Percentage, ---- , Other eligibles considered: ---

Previous incumbent, John H. Midgett

Services terminated, March 31, 1929

Reason, Transferred.

Members of family in Government service, None

Date of birth, February 20, 1888

Remarks:

Selection regular, subject to the action of the U. S. Civil Service Commission, , 19----

---
Secretary, Civil Service District.

Acting Superintendent of Lighthouses

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

[1] Strike out the clause which does not apply.

11—2314

Form A-38

LIGHTHOUSES

1928 AUG 31 PM 3 09

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

1320

August 17, 1928.

SEP 5 1928
BALTIMORE, MD

Mr. Julian H. Austin,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective upon entrance on duty.

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

Chief of Appointment Division.

From: $1320 per annum

To: $1260 per annum

Service and grade: Field.

Appropriation (unit):

5

From 2nd Asst - Cape Charles
to 2nd Asst
Cape Hatteras
eod Sept. 1
eoc - OPH

Supt. ✓
Asst. Supt.
Chief Clk.
Asso. Engr. (1)
Asso. Engr. (2)
Asst. Engr.
1 Drafts
2 Drafts
Hydrog.
Accounts
Steering ✓
Personnel ✓
Cost Kpr.
Prop. Clk.
Storekeeper
Messenger
Files

GOVERNMENT PRINTING OFFICE 11—9051

Form 78
VRH

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, FIFTH DISTRICT.

Baltimore, Md., August 14, 1928
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and demotion — Legal residence, North Carolina

Name, Julian H. Austin, — Proposed salary, $1260. p.a.

Position, 2nd Assistant Keeper — Proposed range, 1140-1440

Location, Cape Hatteras Light Station, N. C. — Appropriation, Sal. L.H. Keepers

Effective, August16, 1928 — [1] the actual date of entrance on duty, or as soon thereafter as he enters on duty.

Former position, 2nd Asst. Keeper — Former salary, $1320. p.a.

Location, Cape Charles Light Station, Va. — Former range, $1200-1500

Rank on eligible list, ----- Rating, ----- Percentage, ----- , Other eligibles considered:

Previous incumbent, William E. Quidley — Services terminated, On or about Aug. 15,1928

Reason, ~~Transferred~~ Promoted to position of 1st Assistant Kpr., Cape Hatteras.

Members of family in Government service, None

Date of birth, February 20, 1898

Remarks:

Selection regular, subject to the action of the
U. S. Civil Service Commission, , 19-----

Secretary, Civil Service District. — Superintendent of Lighthouses

---

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

Austin ordered to report Cape Hatteras Dept 1st

[1] Strike out the clause which does not apply.

11—2314

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

120

AUG 16 1928 BALTIMORE, MD.

AMENDED

July 1, 1928.

LIGHTHOUSES

1928 AUG 15 PM 2 31

Mr. Julian H. Austin,

Through the Chief, Bureau of Lighthouses.

Sir:

You are advised that under the Welch Act your compensation has been changed as indicated below, effective July 1, 1928.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

From: $1200 per annum.

To: $1320 per annum.

11—0564

R
5

Dept.
Asst. Dept.
Chief Clk.
Asso. Engr. (1)
Asso. Engr. (2)
Asst. Engr.
1 Drafts
2 Drafts
Hydrog.
Accounts
Drawing
Personnel
Corr Kpr.
Stenog. Clk.
Stenog.
Messenger
File

Capes Chas
cod 7/1/28

Form A-88

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

July 1, 1927.

M F. Julian H. Austin,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective July 1, 1927.

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

CLIFFORD W. STINGS

Chief of Appointment Division.

From: $1140 per annum.

To: $1200 per annum.

Service and grade: Field.

Appropriation (unit):

5

eodety July 1, 1927 and appt - Cape Charles L H

to head list of increases Jan. 1st 1928 on basis of our recommendation, also Form 8.0, Dec. 20/26 + Dept letter July 6, 1927

eocard - DRH

GOVERNMENT PRINTING OFFICE 11—9051

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS—LIGHTHOUSE SERVICE

BUREAU OF LIGHTHOUSES
JUN 26 1925

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 25, 1925.

M. Julian E. Austin, Cape Charles

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $1080 per annum to $1140 per annum, effective July 1, 1925.

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary:

Respectfully,

JOHN J. GARDNER

Acting Chief of Appointment Division.

11—6074

Dept. of Ck.
Secy
Supt.
Asst.
1 Draftg.
2 Draftr.
Hydrog.
Accounts
Ordering
Personnel
Coast Pilot
File Cl.
Messg.
Miscellaneous
File.

OK

E
5th

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS—LIGHTHOUSE SERVICE

LIGHTHOUSES
25 MAY 25 PM 2 91
SUP. BALTIMORE, MD.
MAY 27 1925

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

May 15, 1925.

Mr. Julian H. Austin, Cape Charles
Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 1260 per annum to $ 1080 per annum, effective June 1, 1925, or upon entrance on duty.

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

1K-8674
5

Supt. ✓
1 A Supt.
Chief Cl.
1 A Supt.
1 A Supt.
1 A Supt.
Mech.
1 Draftsman
1 Draftsman
Hydrog.
Accounts
Ordering
Personnel
Cost Kpr.
File Cl.
Stenog.
Messenger
File

✓ E.S. June 1

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHTHOUSES

1925 FEB 5 PM 3 34



January 31, 1925.

Mr. Julian H. Austin, Chaptank River

Through the Commissioner of Lighthouses.

Sir:

In connection with the readjustment of pay of positions in the Lighthouse Service the total compensation of the position occupied by you has been fixed as indicated below, effective February 1, 1925.

By direction of the Secretary:

Respectfully,

Acting Chief of Appointment Division.

Position: Keeper.

Salary: $1260. OK

Appropriations: Salaries, Keepers of Lighthouses.
General Expenses, Lighthouse Service.

EK

5th OK

Form 206 FILE No. S

RECORD OF PHYSICAL EXAMINATION OF LIGHT KEEPER OR ASSISTANT LIGHT KEEPER

IN CONNECTION WITH MEDICAL RELIEF BY THE PUBLIC HEALTH SERVICE

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE



OFFICE OF LIGHTHOUSE ~~INSPECTOR~~ Supt., 5 DISTRICT.

PLACE, Baltimore, Md.

DATE, January 4, 1922, 191

To the MEDICAL OFFICER IN CHARGE,
U. S. Public Health Service,

SIR:
Please examine Julian H. Austin

nativity, North Carolinian; age, 23; height, ____ feet, ____ inches;

weight, ____ pounds; color of hair, ____; color of eyes, ____

distinguishing marks, ____

as to eyesight, hearing, and physical condition.

When the examination has been completed the findings should be recorded on this blank and the blank returned to the applicant.

Respectfully,

W. D. King

Supt. of *Lighthouse ~~Inspector~~*

(Signature of applicant:) Julian Austin

(To be signed in the presence of the officer issuing this blank or witnessed by a designated employee of the Lighthouse Service.)

U. S. PUBLIC HEALTH SERVICE

PLACE, Elizabeth City N. C.

DATE, Apr 6, 192

Supt.
1 A Supt.
Chief Clk.
2 A Supt.
3 A Supt.
4 A Supt.
Mech.
1 Dftsm.
2 Dftsmn
Hydrog.
Accounts
Orders
Personnel
Cost Kpg.
File Clk.
Stenog.
Messenger
File

TO LIGHTHOUSE INSPECTOR,

SIR: This certifies that I have this day examined the eyesight, hearing, and physical condition of Julian H Austin, and find him physically {~~disqualified~~ / qualified*} in accordance with rules approved by the Secretary of the Treasury and the Secretary of Commerce, respecting the treatment by the Public Health Service of light keepers and assistant light keepers of the Lighthouse Service pursuant to the Act of Congress approved August 28, 1916.

~~He is disqualified for the reasons shown on page 3.~~

Took oath

H D Haeber

A. S. ____ *Surgeon, U. S. Public Health Service.*

* If qualified, strike out the word "disqualified" and the paragraph following.

11—5990

REPORT OF PHYSICAL EXAMINATION

U. S. PUBLIC HEALTH SERVICE

PLACE, Elizabeth City N C

DATE, Apr 6, 1922

Name of applicant, Julian H Austin

Eyes: Color, Grey; exophthalmus, no

chronic inflammation, no; other abnormality, none

Eyelids: Ptosis, no; condition of conjunctiva on eversion, normal

other conditions, normal

Eyesight:

Vision of right eye, without glasses, 20/20; with glasses, ____

Vision of left eye, without glasses, 20/20; with glasses, ____

Is applicant partially or wholly color-blind? no

If color-blind, state which color he confuses —

Were candidate's eyes tested with lantern, woolen skeins, or both? woolen skeins

Ears:

Abnormalities, none; shape, normal

Position, normal; condition of drums normal

Evidence of mastoid disease, no

Hearing: (When testing hearing, the eyes and the opposite ear must be closed.)

Distance conversational speech can be heard: Right ear, 30 feet; left ear, 30 feet.

Distance whispered speech can be heard: Right ear, 15 feet; left ear, 15 feet.

Lungs: normal

Heart: normal

Defects noted which, in the opinion of the medical examiner, will not materially interfere with the discharge of the duties of light keeper or assistant light keeper:

Applicant vaccinated for smallpox prior to day —

11—5999

Reasons for certification or disqualification: _____

PLACE FOR SEAL OF THE U. S. PUBLIC HEALTH SERVICE.

(Signature of applicant:) Julianne Austin

(To be signed in the presence of the medical examiner.)

11—5999

3-2 file 75 LEH

FA-1
10 January 1951
75

From: Commandant
To: Julian H. Austin, 943, Keeper, Retired
153 A Enfield Apartment
Elizabeth City, N. C.

Subj: Retired pay; payment of

1. Having been transferred to the retired list of the former Lighthouse Service, Coast Guard, effective 1 January, 1951 in accordance with Department letter dated 22 December 1950, your pay accounts will henceforth be carried at Headquarters.

2. It has been held that retired pay of the personnel of the former Lighthouse Service is taxable income and is subject to the withholding provisions of the Internal Revenue Code. In order that your taxable status can be correctly determined, it is requested that Form W-4, inclosure 1, be completed and returned to this office as soon as practicable.

R. L. EDMANDS
By direction

Incls:
1. Form W-4, Employee's Withholding Exemption Certificate
2. Form N.C.G. 9671 (Letter of Instructions)

LEHynes:mch
1/10/51 6-7 LEH cys

PC

JAN 9 1951

Mr. Julian H. Austin
153A Enfield Apartments
Elizabeth City, North Carolina

Dear Mr. Austin:

My attention has been called to the fact that you retired from the position of Keeper in the Coast Guard at the close of December 31, 1950, after having rendered more than thirty-two years of honorable service in the former Lighthouse Service and the Coast Guard.

I take pleasure in congratulating you upon your long and efficient service and entertain the hope that you may long enjoy the leisure afforded by relief from active duty.

Very truly yours,

MERLIN O'NEILL
Vice Admiral, U. S. Coast Guard
Commandant

Return to: 3-2 nmb

DATE MAILED: 1-9-51

(Fill in blocks as initialled - do not use for routing)

OFFICE OR DIVISION DESIGNATORS	PC	P	C											
INITIALS OF RESPONSIBLE OFFICERS	HLTM													
INTRA-OFFICE DIVISION TIALS														

UNITED STATES COAST GUARD

ADDRESS REPLY TO:
COMMANDANT
U. S. COAST GUARD
HEADQUARTERS
WASHINGTON 25, D. C.

PC
9 January 1951
FILE:

From: Commandant
To: Commander, 5th Coast Guard District (p)

Subj: Mr. Julian H. Austin, Keeper, disability retirement of

1. The inclosure is approval of retirement under the Lighthouse Service Retirement Law.

2. In order to preclude the possibility of overpayment, it is requested that Headquarters be advised as early as practicable by letter, in duplicate, as to the payroll (stating D. O. Voucher Number, name of disbursing officer, and symbol number) on which this person was paid for his last (final) active duty. In furnishing this information, state also the period covered by the final payment and the amount thereof.

3. It is also requested that Headquarters be advised as to this person's total taxable income for the current calendar year including the amount of lump-sum payment for annual leave.

H. L. MORGAN
By direction

Incl
Form 50, Department Notice of Retirement

B 8132 TREASURY-CGHQ-WASH.,D.C.

1-11-50

Julian H. Austin

File

PC
4 January 1950

From: Commandant
To: Commander, 5th Coast Guard District (p)

Subj: Leave Accruals in cases of disability retirement

1. Reference is made to your letter of 21 November 1950, in reply to the letter from this office dated 16 November 1950, both of which concerned the above subject.

2. The decisions of the Comptroller General, which you cited as the basis for computing Mr. Austin's leave so that there was no accrual of leave after it was administratively known that Mr. Austin was to retire, have been examined. The decision 23 Comp. Gen. 837, has no bearing on subject case since it was rendered prior to the promulgation by the Civil Service Commission of Sec. 30.402 of the Annual and Sick Leave Regulations. The circumstances as presented in unpublished decision B-59600, 11 September 1946, are in no way analogous with the circumstances in Mr. Austin's case.

3. During an informal discussion of the case, the Civil Service Commission stated that the regulation meant exactly what it said, and that Mr. Austin was entitled to earn leave while he was in a leave with pay status since he did not return to duty by reason of his retirement for disability. It was brought out, however, that once it is officially determined that an employee will be retired for disability he should not be allowed to accrue leave on any annual leave granted beyond the pay roll period current when notice is received that the employee is to be retired. The official notice in the case of Mr. Austin was Headquarters letter dated 16 November 1950 and the date on which you officially knew that Mr. Austin would be retired for disability was the date you received that letter.

4. In accordance with the foregoing a new leave statement has been prepared as follows:

Sick Leave

554 hours - Balance to credit on 1-1-50
118 hours - Accrued 1-1-50 through 12-26-50
672 hours
672 hours - Granted from 8-28-50 through 12-26-50

PC

Commander, 5th Coast Guard District 4 January 1951

Annual Leave

720 hours - Balance to credit on 1-1-50
206 hours - Accrued from 1-1-50 through 12-26-50*
926 hours
24 hours - Granted from 12-27-50 through 12-31-50
902 hours
902 hours - Lump sum payment for 112 days 6 hours annual leave from 1-1-51 through 6 hours on 6-11-51.

* Date accumulated and accrued sick leave was exhausted.

5. Lump sum payment for annual leave should be made to Mr. Austin in accordance with the above.

6. In your letter you mentioned that refunds have been obtained from Mr. Wilson G. Rawls and Mr. Chester L. Austin both of whom retired for disability under the provisions of the Lighthouse Retirement Act. These refunds were secured after informal exception based on the decision cited in Paragraph 2 above, were received from the General Accounting Office.

7. On the basis of the procedure outlined in Paragraph 3, the leave statement for Mr. Rawls which was contained in your letter of 13 January 1950, has been adjusted (see inclosure I) and on the basis of this adjustment he is entitled to payment for all but 9 hours of the period covered by the refund which he was required to make.

8. In the case of Mr. Chester L. Austin, the leave statement contained in your letter of 28 November 1949 has been adjusted (see inclosure II) and on the basis of this adjustment Mr. Chester L. Austin is entitled to payment for all but 15 hours of the period covered by the refund he was required to make.

9. If repayment in these cases can not be made by your District, Mr. Rawls and Mr. Austin should be advised to submit claims to your office for recovery of the amount due them. These claims together with short-form pay rolls should then be submitted to Commandant (PC) for transmittal to the General Accounting Office for settlement.

By direction of the Commandant

H. L. MORGAN
By direction

STANDARD FORM 50 (9 PART)
OCTOBER 1949
PROMULGATED BY U.S. CIVIL SERVICE COMMISSION, CHAPTER R1, FEDERAL PERSONNEL MANUAL

TREASURY DEPARTMENT – U. S. COAST GUARD, WASHINGTON, D. C.

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—ONE GIVEN NAME, INITIAL(S) AND SURNAME)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Mr. Julian H. Austin	2-20-98	66	12-22-50

This is to notify you of the following action affecting your employment:

5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)	6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY
Retirement (Disability)	close 12-31-50	

FROM	TO
8. POSITION TITLE: Keeper	
9. SERVICE, SERIES, GRADE, SALARY: Class 2-c ($2640.76-3180.20) $3180.20 pa incl $60 pa Qtrs.	
10. ORGANIZATIONAL DESIGNATIONS: LIGHT STATION	
11. HEADQUARTERS: Norfolk, Va. Wade Pt. Lt. Stn., N. C.	
12. FIELD OR DEPT'L: [X] FIELD [ ] DEPARTMENTAL	[ ] FIELD [ ] DEPARTMENTAL

13. VETERAN'S PREFERENCE						14. POSITION CLASSIFICATION ACTION			
NONE	WWII	OTHER	5 PT.	10 POINT DISAB.	10 POINT OTHER	NEW	VICE	I. A.	REAL
X									

15. SEX	16. RACE	17. APPROPRIATION	18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO)	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	20. LEGAL RESIDENCE
M		FROM: TO: Operating Expenses, CG, 1951	YES		[ ] CLAIMED [ ] PROVED STATE:

21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the U.S. Civil Service Commission. The action may be corrected or cancelled if not in accordance with all requirements.

Annual rate of retired pay is $2279.52

Total Service: 32 years, 1 month, 9 days

Computation: ($3039.366 x 30 ÷ 40) = $2279.52

Lump-sum payment to be made for all accrued annual leave to credit at close of 12-31-50

FORWARDED TO FIELD OFFICE

FORWARDED TO CSC JAN 8 1951

ENTRANCE EFFICIENCY RATING JAN 8 1951

H. L. MORGAN
Chief, Civilian Personnel Division

22. SIGNATURE OR OTHER AUTHENTICATION

U. S. GOVERNMENT PRINTING OFFICE: 1949—860073

Date 12/22 VC made

Name AUSTIN, Julian H. Date of birth 20 February, 1898

Designation Keeper

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

(Including military, naval, and civilian service. Each department, branch, or independent office in which applicant served in a civilian capacity should be listed separately)

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment	July	1	1916	Nov.	24	1916	0 Y 4 M 24 D
	Feb.	15	1917	Dec.	21	1917	0 10 7
	May	11	1918	July	12	1919	1 2 2
	Oct.	3	1919	Dec.	5	1919	0 2 3
	June	28	1921	Dec.	31	1950	29 6 3
Total service							32Y; 1M; 9D

X Does applicant receive or has he applied for a pension from the Government under any law? No If so, give number of pension certificate or of claim: ____

X Does applicant receive or has he applied for compensation under the War Risk Insurance Act? No If so, give number of claim: ____

X Does applicant receive or has he applied for compensation under the Federal Compensation Act, as amended? No If so, state the compensation received: ____

STATEMENT BY FISCAL YEARS OF BASIC PAY RECEIVED DURING LAST FIVE YEARS OF ACTIVE SERVICE IMMEDIATELY PRECEDING EFFECTIVE DATE OF RETIREMENT

(Compute service on basis of 30 days a month. Do not include periods of leave without pay, rations, quarters, or other allowance)

Designation	Beginning Month	Day	Year	Ending Month	Day	Year	Number Days in Pay Status (P. D. or P. H. personnel)	Rate of Pay	Pay Received
Keeper	Jan	1	1946	Apr.	6	1946	69	$2232.00	$ 592.30
do	Apr.	7	1946	June	30	1946	60	2298.00	530.28
do	July	1	1946	April	19	1947	210	2619.72	2,115.75
do	April	20	1947	June	30	1947	51	2694.96	528.62
do	July	1	1947	May	1	1948	219	2694.96	2,269.94
do	May	2	1948	June	30	1948	43	2770.20	458.12
do	July	1	1948	July	11/0	1948	7	2770.20	74.58
do	July	12/11	1948	June	28	1949	252	3100.20	3,004.59
do	June	29	1949	June	30	1949	2	*3720.04	28.61
do	July	1	1949	June	30	1950	261	*3720.04	3,734.13
do	July	1	1950	Dec.	31	1950	130	*3720.04	1,859.91

Total compensation for last five years of active service $15,196.83

*INCLUDES 20% ADDITIONAL COMPEN

Average compensation for last five years of active service 3,039.366

Annual rate of retired pay ($ 3,039.366 × years 30 (Not exceeding 30) ÷ 40) = $2,279.52 JJH

U. S. GOVERNMENT PRINTING OFFICE 16—20161

Retirement (Disability) effective close 12-31-50. Paid in lump sum for leave to credit at close of 12-31-50. JJH

N. C. G. 2521
(Rev. Jan. 1942)

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on N. C. G. 2523)

Date 1 November, 1950

Commander, 5th Coast Guard District,
~~Senior Coast Guard Officer, Naval District~~

Norfolk, Virginia
(City)

I hereby apply for retirement from active duty effective at close of 31 December, 1950 on the basis of service shown hereon.

Home address after retirement:

153A Enfield Apartments,
Elizabeth City, N. C.

Julian H. Austin
(Name)
JULIAN H. AUSTIN
Keeper
(Designation)

~~Office of the Senior Coast Guard Officer,~~
~~Naval District~~
Commander, 5th Coast Guard District,
City Norfolk, Virginia *Date* 1 November, 1950

Submitted to the Commandant, U. S. Coast Guard, recommending retirement at $ 2,279.52 per annum, effective at the close of 31 December, 1950

It is certified that the record of service and pay shown on page 2 is correct as shown by the records of this office, and that all Government service shown has been verified.

Lester F. Braun
~~Senior Coast Guard Officer, Naval District~~
LESTER F. BRAUN, By direction

COAST GUARD HEADQUARTERS, *Washington, D. C.*,

Submitted to the Secretary of the Navy, recommending approval.

Commandant.

FOR USE OF DEPARTMENT

16—20161-1

STANDARD FORM NO. 64

B-2

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Civilian Personnel Division DATE: 6 November, 1950

FROM : Chief, Medical Division

SUBJECT: AUSTIN, Julian H.; Civil Service Keeper; retirement; recommendation

The medical evidence contained in Form 2523 (Certificate of Medical Examination, Disability Retirement, Civilian Personnel) dated 12 October, 1950, from the U. S. Marine Hospital, Norfolk, Virginia, has been reviewed and found satisfactory. It is recommended that subject-named man be retired by reason of physical disability.

Paul M. Stewart

PAUL M. STEWART
Rear Admiral, USPHS

Incl.

Form 2523
TREASURY DEPARTMENT
U. S. Coast Guard

CERTIFICATE OF MEDICAL EXAMINATION, DISABILITY RETIREMENT, CIVILIAN PERSONNEL

(Act of March 4, 1925)

NAME OF CLAIMANT Julian H. Austin DESIGNATION Keeper, Wade Point Light Station

Height 5' 7" Weight 165 pounds. Complexion Ruddy

Color of eyes Hazel Color of hair Light Brown

Here give a complete personal description, together with permanent marks and scars other than those described below in physical examination: Tattoo mark left forearm (Approx. 3"); 4" scar caused by operation on stomach; appendectomy scar

Description of duties of position (to be filled in by district commander): Responsible for cleaning station boat and making normal repairs thereto, such as adjusting engine; responsible for recharging (Removing empty acetylene tanks and replacing with full tanks; removing used batteries and replacing with fully charged ones and recharging low batteries) all electric and acetylene lights; scraping and paint all structures under jurisdiction and making normal repairs thereto; perform such other duties as may be required of a Keeper at a Light Station

Claimant makes the following statement in regard to the origin, nature, and extent of the alleged disability: For past 5 -6 years patient has had continuous backache which has only temporary relief from conservative therapy.

PHYSICAL EXAMINATION

Visual acuity (uncorrected): R. E. 20/20 L. E. 20/20

With correction in spectacles: R. E. 20/20 L. E. 20/20

Accommodation: Reads Jaeger No. 05 M 141 at 13 inches, without correction.

Reads Jaeger No. 02.50m, 05.50m. at 13 inches, with correction.

Central color vision (binocular) normal (Name method used) Pseudo Isochromatic Plates

Inspection

Pupils Round; regular Pupillary reaction react to light and accom.

Hearing: Whispered voice (unaccentuated) heard with R. E. at O.K. 15 ft., L. E. at O.K. 15 ft.

Appearance of right drum Clear, left drum Clear

Is there any disease of the middle or internal ear or mastoid? no If so, specify

[OVER]

16—17606

Condition of nose and sinuses O.K.

Condition of mouth and throat, including tonsils and teeth O.K.

Bones, joints, muscles, including atrophies Tenderness and decreased motion lumbar spine.
(Express limitation of motion, if any, in degrees and joint involved)

Respiratory system negative

Cardiovascular system:

(a) Heart negative

(1) Murmurs negative (2) Arrhythmias negative

(b) Pulse rate: (1) Sitting 80 (2) After exercise 120 (3) 2 minutes after exercise 80

(c) Blood pressure: (1) Sitting—Syst. 142 Diast. 82 (2) After ex.—Syst. ..... Diast. .....

(d) Condition of blood vessels Normal

Evidence of thyroid or other endocrine disturbance None

Abdomen and gastro-intestinal system, including hernia None

Genito-urinary system:

Urinalysis—Sp. gr. 1017 Reaction Oc. Albumin 0 Sugar 0

Sediment microscopic (required when albumin or sugar is found) Amorphous matter.

Reflexes, motor disturbances, etc.:

(a) Station negative (e) Gait negative

(b) Tremor negative (f) Coordination negative

(c) Patellar reflexes Hypoactive (g) Peripheral circulation Normal

(d) Other motor disturbances .....

Alcohol None Drugs None Syphilis None Epilepsy None

Other neurological findings None

General impression Multiple nodules of skin

Here describe fully nature of disability: Osteoarthritis of lumbar spine.
Neurofibromatosis.

Is disability to perform duty of a permanent character? Yes

Is it indicated that applicant may recover from disability and be fit for restoration to active duty? No

..... Do you recommend reexamination with this in view? No

..... HEREBY CERTIFY that upon examination ..... find the above-named claimant to be disabled for useful and efficient service by reason of the disability above described, which is not due to vicious habits, intemperance, or willful misconduct on his part.

The examining physician must be in the Federal Service

U. S. Marine Hospital, Norfolk, Va.
(Place of examination)

October 12, 1950.
(Date)

William R. King
(Examining surgeon)

William R. King, Sr. Asst. Surg. (R)
U. S. Public Health Service
(Title and branch of medical service)

U. S. GOVERNMENT PRINTING OFFICE 16—17606

PC
4 December 1950

From: Commandant
To: Commander, 5th Coast Guard District (p)

Subj: Mr. Julian H. Austin, Keeper, Gallatin Award for

There is forwarded herewith the Gallatin Award for subject person who is retiring on account of disability 31 December 1950.

H. L. MORGAN
By direction

Incl

nb

Return 3-2 JJH

DATE MAILED: 12-4 WMB

UNITED STATES COAST GUARD

ADDRESS REPLY TO:
COMMANDER
5TH COAST GUARD DISTRICT
BOX 540, NEW POST OFFICE BLDG.
NORFOLK 1, VA.

p
21 November, 1950
75

From: Commander, 5th Coast Guard District
To: Commandant (PC)

Subj: Mr. Julian H. Austin, Keeper; application for disability retirement

1. Reference is made to HQ letter dated 16 November, 1950, regarding computation of leave in the case of subject employee.

2. Headquarters is advised that the reason for computing leave on this basis, i.e., no accrual of leave after it was administratively known that Mr. Austin was to retire, was the Comptroller General's Decision, 23 Comp. Gen. 837, and Unpublished Decision B-59600, September 11, 1946, copy of which is forwarded herewith.

3. In this connection, HQ is further advised that the Authorized Certifying Officer, 5th Coast Guard District, has obtained refund from Mr. Wilson G. Rawls who was retired for disability on 30 April, 1950, in the amount of $123.44, and from Mr. Chester L. Austin who was retired for disability on 28 February, 1950, in the amount of $150.08, as a result of informal exceptions by the local representative of the Auditor in Charge of the Oak Ridge Area of the General Accounting Office, based on these decisions.

4. In view of the above, it is requested that this office be advised as to the correct procedure to be followed in determining the accrual of leave in the case of disability retirement.

5. With reference to the forfeiture of leave in excess of the maximum accumulation, HQ is advised that this will be corrected to prevent this forfeiture.

Lester F. Braun
LESTER F. BRAUN
By direction

Incl.
Comp.Gen.Unpublished Decision B-59600

COPY

B-59600 SEP 11 1946

Mr. N. A. Olmstead, Authorized Certifying Officer,

Bureau of Animal Industry,

U. S. Department of Agriculture.

Dear Mr. Olmstead:

Reference is made to your letter of July 31, 1946, your file reference C, as follows:

"There is transmitted herewith final pay roll for Sumner C. Babson, veterinary livestock inspector P-2 at $3090 per annum, who was separated from our service at the close of business June 29, 1946, on account of disability retirement. The pay roll is in the amount of $463.48 and covers the period March 1, 1946, through the date of separation.

"Dr. Babson's last day of duty was June 28, 1945. His inability to work was due to several heart attacks. Under date of February 27, 1946, he advised his official superior by letter that he wished to retire because of physical disability. The information was received in the Washington office of the Bureau on March 4, and Dr. Babson's formal application for retirement on account of total disability was received on March 27. The completed application was forwarded to the Civil Service Commission on March 28. Notice from the Civil Service Commission approving his disability retirement was dated June 19 and was received in the Bureau on June 20.

"The salary claimed on the pay roll sent herewith carries him in a pay status through 2 hours on April 25. His sick leave earned through August 31, 1945, carried him in a pay status through 2 hours on September 10. This is followed by 30 days advance sick leave ending after 2 hours on October 22, 1945. The period from 6 hours October 22, 1945, through 2 hours on April 25, 1946, is covered by annual leave which would accrue to him through December 31, 1946. If advance sick and annual leave legally may be granted to this employee, he, of course, would not be required to make refund for such advance leave as was not earned for the reason that his separation from the service was due to disability retirement.

"Your decision B-58008, dated June 14, 1946, to V. H. Eastman, Authorized Certifying Officer, has been construed to mean that an employee may not be granted any advance sick or annual leave if there is any indication that the employee's physical condition is such that he might not return to duty in order to earn the leave. I do not believe that to be the correct interpretation for certainly an employee whose illness is such as to indicate that he might never return to duty, but whose disability retirement is pending in the Civil Service Commission, is entitled to as much consideration as regards advance sick and annual leave as an employee who is seriously ill or disabled but is fortunate in that there is every indication that he will be able to return to duty. Since notice from the Civil Service Commission that his disability retirement had been approved was not received in the Bureau until June 20, 1946, at which time Dr. Babson was on leave without pay, it is my opinion that the enclosed roll may be certified for the full amount and that his disability retirement would be effective as of May 1, 1946.

"If Dr. Babson is to be restricted to sick and annual leave earned through his last day of duty, June 28, 1945, he could be carried in a pay status only through 5 hours on January 11, 1946, and he has already been paid through February 28, 1946. If this pay roll may not be certified in the full amount, please advise the amount which may be certified.

"The leave record of Dr. Babson is as follows:

> "Sick leave earned through August 1945, and 30 days advance sick leave carry him in a pay status through 2 hours on October 22, 1945.
>
> "Annual leave accrued through December 31, 1945, carries him in a pay status through 2 hours on March 20, 1946.
>
> "Annual leave which would accrue through December 31, 1946, carries him through 2 hours on April 25, 1946."

In the decision of June 14, 1946, B-58008, 25 Comp. Gen. 874, referred to in your letter, is was stated, in part, as follows:

"The provisions of section 2.1 of the leave regulations which authorize 26 days' annual leave to be credited to an employee at the beginning of the calendar year in which the leave accrues in lieu of a monthly credit, and the provisions of section 3.8 of the leave regulations which authorize an advance of not exceeding 30 days' sick

leave to permanent and indefinite employees are not for application in those instances where it is known prior to the granting of such leave that an employee does not intend to return to a duty status. Such provisions obviously were designed to apply only to employees whose continued future employment is contemplated at the time annual leave is credited or whose employment will be continued in the event of recovery where sick leave is advanced. It will be noted that section 4.6 of the current leave regulations requires a refund to the United States of any amount paid on account of unearned advanced leave except in case of death, retirement for disability, or reduction in force, or, in the case of an employee who is not found eligible for retirement, is unable to return to duty because of disability. Each of those exceptions involves circumstances over which an individual ordinarily has no control and which ordinarily could not be anticipated. In the present instance, the employee's last day of duty was December 7, 1945, his resignation was tendered on December 29, 1945, to be effective as of the close of business on that date. No formal personnel action was taken pending advice from him as to whether he desired to apply for disability retirement. Application for disability retirement was made March 23, 1946. Under such circumstances, I am constrained to hold that 26 days' annual leave properly could not be credited and that 30 days' sick leave properly could not be advanced to Dr. Robertson as of the beginning of the calendar year 1946. * * *"

It is stated in your letter that the above decision "has been construed to mean that an employee may not be granted any advance sick or annual leave if there is any indication that the employee's physical condition is such that he might not return to duty in order to earn the leave." The holding in the above decision is based upon the fact that, since the employee had tendered his resignation on December 29, 1945, to be effective at the close of business on that day, it definitely was known at the beginning of the calendar year 1946 when the employee was given a credit of 26 days annual leave and an advance of 30 days sick leave, that he did not intend to return to a duty status. It will be seen that the employee's intention not to return to duty was made known from the

fact that he tendered his resignation and not from any administrative consideration of his physical condition.

As it is understood in the present case that Mr. Babson did not express the desire to retire on account of disability until February 28, 1946 (when, presumably, his letter of February 27, 1946, was received), there appears no requirement to recover for the 30 days advance sick leave which carried him in a pay status from September 10 to October 22, 1945, or for the annual leave accruing during the year 1945 which carried him in a pay status up to February 28, 1946, for which payment already has been made. Since it administratively was known on February 28, 1946, that the employee was to retire, annual leave properly may not be credited subsequent to such date. See 18 Comp. Gen. 13, and 23 id. 837.

Accordingly, the submitted pay roll voucher may not be certified for payment.

The voucher is returned herewith.

Respectfully,

(Signed) Lindsay C. Warren

Comptroller General
of the United States

Enclosure

File

PC
16 November 1950

From: Commandant
To: Commander, 5th Coast Guard District (p)

Subj: Mr. Julian H. Austin, Keeper; application for disability retirement

1. The application for Mr. Austin for disability retirement has been examined and he has been found to be disabled for further useful and efficient service. The official notice of his retirement will be issued in due time.

2. In checking the statement of leave contained in your letter of 1 November 1950 the following adjustments have been made:

(a) Mr. Austin was allowed to accrue leave only through 19 September 1950 the day on which the District was first advised that Mr. Austin had been recommended for disability retirement. Actually he is entitled to accrue leave for the entire calendar year, inasmuch as he will be in a pay status for the entire year and under the regulations is entitled to accrue leave while in a leave with pay status since he is prevented from returning to duty by reason of his retirement for disability. In this connection, see Sec. 30. 402, Leave-with-pay status, of the Annual and Sick Leave Regulations, Chapter Z1-356, Federal Personnel Manual.

(b) Allowing full sick leave accrual for 1950, a total of 674 hours was available for use. This covered the period from 28 August 1950 through 2 hours on 27 December 1950.

(c) Allowing full annual leave accural for 1950, a total of 928 hours was available. A total of 22 hours was taken, 6 hours on 27 December and 16 hours on 28 - 29 December, 1950, leaving a balance of 906 hours in the account at the close of 31 December 1950 for which Mr. Austin is entitled to lump sum payment. In this

Returned to Sch

To: Commander, 5th Coast Guard District

PC
16 November 1950

connection you are advised that annual leave in excess of the maximum accumulation allowable under the regulations is not forfeited by an employee, if he is separated during the calendar year in which such excess leave accrued. For example, an employee who carried over 90 days annual leave on 1 January 1950 and who did not use any annual leave during the calendar year 1950 would be entitled to lump sum payment for 116 days of annual leave if he were separated at the close of 31 December 1950.

3. Form 50 will be processed in accordance with the above unless after a recheck you find some inaccuracy in the result obtained.

H. L. MORGAN
By direction

Higgins:nmb
Return to: 3-2

DATE MAILED: 11-17-50
LeH

UNITED STATES COAST GUARD

ADDRESS REPLY TO THE
COMMANDER,
FIFTH COAST GUARD DISTRICT
POST OFFICE BOX 540
NORFOLK 1, VIRGINIA

p
1 November, 1950

From: Commander, 5th Coast Guard District
To: Commandant (PC)

Subj: AUSTIN, Julian H., Keeper; application for disability retirement

1. Transmitted herewith is Form 2521, application of subject employee for retirement on account of physical disability. Form 2523, Certificate of Medical Examination, is also forwarded herewith.

2. Mr. Austin's last day of actual service was 4 hours on 23 August, 1950. He was carried on compensatory leave from 4 hours on 8-23-50 through 8-27-50, and on sick leave commencing on 8-28-50. Leave accrued through 9-19-50, the date this office was first advised that Mr. Austin would be retired because of physical disability. A statement of his leave account follows:

S I C K L E A V E

554	554	554 hours - Balance to credit on 1-1-50
118	120	86 hours - Accrued 1-1-50 through ~~9-19-50~~ 12-26-50
672	674	640 hours 2 hrs on 12-27-50
672	674	640 hours - Granted from 8-28-50 through ~~12-19-50~~.

A N N U A L L E A V E

	720	720 hours - Balance to credit on 1-1-50
206	208	150 hours - Accrued from 1-1-50 through ~~9-19-50~~ 12-26-50
926	928	870 hours
24	22	56 hours - Granted from 6 hrs on 12-26-50 and 1 hr on 12-27-50 through 12-31-50
902	906	814 hours
-	-	94 hours - Forfeited on 12-31-50 due to maximum accumulation.
902	906	720 hours
902	906	720 hours - Lump-sum payment for ~~90~~ 113 days 2 hrs. annual leave from 1-1-51 through ~~5-8-51~~ 2 hrs on 6-12-51

See ltr. letter 12-20-50 JJH

Lester F. Braun
LESTER F. BRAUN
By direction

Incls
1. Form 2521
2. Form 2523

DEPT. STOCK FORM 2249
REV. 12-45

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

74

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL Date 4-30-48

Name: Austin, Julian H. (Mr.)

From: U. S. Coast Guard Bureau No.:
(BUREAU OR DIVISION)

Nature of Recommendation

Administrative Pay Increase

Effective: 5-2-48

	FROM 05-~~551~~ 511	TO 05-~~551~~ 511
Position		Keeper
Grade	Class 2-c($2318.76-$2770.20)	Class 2-c($2318.76-$2770.20)
Salary	$2694.96 pa incl $60 pa Qtrs.	$2770.20 pa incl $60 pa Qtrs.
C. S. C. No.		
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Norfolk, Va.
Post of Duty		Wade Pt. Lt. Sta., N.C.
Appropriation		S&E, CG 1948 (Civ.Emp.)
Allotment		
	FIELD ☒ DEPRTMTL. ☐	FIELD ☒ DEPRTMTL. ☐

Remarks:

You are hereby granted a one-step increase in rate of compensation.

Justification:

Position: Permanent
Last Increase: Prom., 4-20-47, $2619.72 to $2694.96
Conduct & Service: Satisfactory
Efficiency Rating: **Very Good - Approved 4-14-47**

Consideration given all other eligible employees
Certified as to sufficiency of Appropriated Funds
Certified as to validity of recommended vice vacancy or additional identical action

E. L. KANGAS, Adm. Asst.
Civilian Personnel Division
(BUREAU OR DIVISION HEAD)

DATE APPROVED BY THE SECRETARY

MAY 3 - 1948

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 2-20-1898

LEGAL RESIDENCE: North Carolina

SEX: Male

NATURE OF POSITION

NEW	ADDTL. IDENT.

VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

VETERAN'S PREFERENCE INFORMATION: No Preference

SUBJECT TO RETIREMENT ACT? Lighthouse Act, 6-20-18

DATE OF OATH

lif

OFFICIAL PERSONNEL FILE

☐ PATENTED

STANDARD FORM 84
Promulgated August 4, 1947, by Civil Service Commission

REQUEST FOR REPORT ON LOYALTY DATA

THIS FORM TO BE USED FOR INCUMBENT EMPLOYEES AND EXCEPTED EMPLOYEES WHERE INVESTIGATION IS CONDUCTED BY AGENCY (Part VI—Executive Order 9835)

To: The Federal Bureau of Investigation, Washington 25, D. C.

The following information is furnished for identification purposes on the person named below. Kindly furnish a report on any derogatory loyalty information contained in your files. (The fingerprints of this person are attached.)

1. FULL NAME (initials and abridgements of full name are not acceptable)	(Surname)	(Given name)	(Middle or other names)
	AUSTIN	Julian	Haywood

2. ALIASES AND NICKNAMES: NONE

3. DATE OF THIS REQUEST: 29 September, 1947

4. SPECIAL NUMBERS KNOWN TO REQUESTING AGENCY (FBI number or FBI file number, passport number, Army or Navy serial number, seaman's certificate of identification, alien registration number, Social Security number, etc. Specify which)

CG Identification Serial No. A05306857

5. PLACE OF BIRTH	6. DATE OF BIRTH	7. TITLE OF POSITION, OCCUPATION OR PROFESSION
Frisco, North Carolina	February 20, 1898	Coast Guard Light House Keeper

8. SEX	9. MARITAL STATUS	10. IF MARRIED, GIVE SPOUSE'S FULL NAME, AND DATE AND PLACE OF BIRTH
[X] MALE [ ] FEMALE	[ ] SINGLE [X] MARRIED	Mary Cathrine Austin February 17, 1905 Oxford, Maryland.

11. ORGANIZATIONS WITH WHICH AFFILIATED OTHER THAN RELIGIOUS OR POLITICAL ORGANIZATIONS OR THOSE WHICH SHOW RELIGIOUS OR POLITICAL AFFILIATIONS

None

12. DATES AND PLACES OF RESIDENCE FOR THE LAST 10 YEARS

Date	*Street*	*City*	*State*
1933 to 1940		Frisco, N.C.	North Carolina
1940 to 1942		Crisfield	Maryland
1942 to 1947	153-A Enfield Apts.	Elizabeth City	North Carolina

13. DATES, NAMES AND ADDRESSES OF EMPLOYERS FOR THE LAST 10 YEARS

Date	*Employer*	*Address*
1937 to 1939	U.S. Light House Service-Dept. Of Commerce	Washington, D. C.
1939 to 1947	U. S. Coast Guard	Washington, D. C.

14. THIS AGENCY HAS LOYALTY INFORMATION REPORT(S) FURNISHED BY THE AGENCIES INDICATED BELOW:

AGENCY WHICH MADE THE LOYALTY REPORT	DATE OF REPORT	REMARKS
none		

15. THIS SPACE RESERVED FOR RETURN REPORT TO AGENCY WHERE NO DEROGATORY INFORMATION IS DEVELOPED

DATA FBI FILES APR 23 1948

16. NAME AND ADDRESS OF REQUESTING AGENCY

Treasury Depqrtment 6 - 05 Washington 25, D.C.

Coast Guard

RECEIVED RECORDS SEC. APR 1 4 01 PM '48

SEE REVERSE FOR REPORT ON CASES WHERE DEROGATORY INFORMATION WAS DEVELOPED

☆ U. S. GOVERNMENT PRINTING OFFICE: 1947-751860

STOCK FORM 2249
12-45

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date April 18, 1947

Name: Austin, Julian H. (Mr.)

From: U. S. Coast Guard (BUREAU OR DIVISION) Bureau No.:

Nature of Recommendation

Administrative Pay Increase

Effective: April 20, 1947

05-557

	FROM 3404	TO ~~3404~~
Position		Keeper
Grade	Class 2-c($2318.76-$2770.20)	Class 2-c($2318.76-$2770.20)
Salary	$2619.72 p.a. incl. $60 p.a. Qtrs.	$2694.96 p.a. incl $60 p.a. Qtrs.
C. S. C. No.		
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Norfolk, Va.
Post of Duty		Wade Pt.Lt.Sta. N. C.
Appropriation		Civilian Employees, C. G.
Allotment		

FIELD ☒ DEPRTMTL. ☐ FIELD ☒ DEPRTMTL. ☐

Remarks: You are hereby granted a one-step increase in rate of compensation.

Justification:

Position: Permanent
Last Increase: Prom., 4-7-46, $2232 to $2298
Conduct & Service: Satisfactory
Efficiency Rating: Excellent approved 5-7-46

Consideration given all other eligible employees
Certified as to sufficiency of Appropriated Funds
Certified as to validity of recommended vice vacancy or additional identical action

E. L. KANGAS, Admin. Asst.
Civilian Personnel Division
(BUREAU OR DIVISION HEAD)

OFFICIAL PERSONNEL FILE

DATE APPROVED APR 23 1947

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 2-20-1898

LEGAL RESIDENCE: N. C.

SEX: M

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

VETERAN'S PREFERENCE INFORMATION: No Preference

SUBJECT TO RETIREMENT ACT? Lighthouse Act 6-20-18

DATE OF OATH

an

☐ PATENTED

PAY ADJUSTMENTS FOR KEEPERS AND LIGHT ATTENDANTS
EFFECTIVE July 1, 1946, IN ACORDANCE WITH TREASURY
DEPARTMENT APPROVAL OF June 25, 1946

NORFOLK DISTRICT

Name	No.	Station	Class	From			To		
				Range	Pay	Qtrs.	Range	Pay	
ASHER, Alexander S.	#8916	Ft. Wash., Md.	2-d	$2166-2562	$2364	$240	$2469.24-2920.68	$2694.96	$
AUSTIN, Chester L.	922	Roanoke Marshes, N. C.	4-a	2034-2430	2166	60	2318.76-2770.20	2469.24	
AUSTIN, George W.	1217	Md. Pt., Md.	2-A&d	$1968-2364	$2034	$60	$2243.52-2694.96	$2318.76	$
AUSTIN, Julian H.	3404	Wade Pt., N. C.	2-c	2034-2430	2298	60	2318.76-2770.20	2619.72	
BRUSSEY, Howard G.	915	Pamlico Pt., N. C.	2-a&d	2100-2496	2364		2394.00-2845.44	2694.96	
CARMAN, Lewis R.	924	Sandy Pt., Md.	4-a&d	2166-2562	2430	60	2469.24-2920.68	2770.20	60
CATTEE, Gatha F.	911	Hooper Straits, Md.	2-a&d-1	1836-2232	2034	60	2093.04-2544.48	2318.76	60
CLARK, William J.	1229	Old Plant. Flats, Va.	4-a&d	2166-2562	2298	60	2469.24-2920.68	2619.72	60
CREWE, Floyd E.	940	Wolf Trap. Va.	4-a	2034-2430	2100	60	2318.76-2770.20	2394.00	60
CROCKETT, Millard D.	901	Craighill Chan. Fr., Md.	2-a	1902-2298	2100	60	2168.28-2619.72	2394.00	60
CROPPER, Thomas J.	1198	Deep Water Shoal, Va.	2-a&d	1968-2364	2166	60	2243.52-2694.96	2469.24	60

DEPT. STOCK FORM 2249
REV. 12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

51506

PAGE:

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date April 5,1946

Name: Austin, Julian H. (Mr.)

From: U. S. Coast Guard (BUREAU OR DIVISION) Bureau No.:

Nature of Recommendation

Pay Increase (Administrative)

Effective: April 7, 1946

	FROM 3404	TO 3404
Position		Keeper
Grade		
Salary	Range $2034-2430 $2232 p.a. Incl. $60 p.a.Qtrs.	Range $2034-2430 $2298 p.a.Incl.$60 p.a.Qtrs.
C. S. C. No.		
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Norfolk, Va.
Post of Duty		Wade Pt.Lt.Sta.N. C.
Appropriation		Civilian Employees, C. G.
Allotment		

FIELD [X] DEPRTMTL. [ ] FIELD [X] DEPRTMTL. [ ]

Remarks: You are hereby granted a one-step increase in rate of compensation.

Justification:

Position:	Permanent
Last Increase:	April 1, 1945-Promotion-$1860-$1920
Conduct and Service:	Satisfactory
Efficiency Rating:	Excellent

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 2-20-1898

LEGAL RESIDENCE: N. C.

SEX: Male

NATURE OF POSITION

NEW	ADDTL. IDENT.

VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE?

No

SUBJECT TO RETIREMENT ACT?

Lighthouse Act

6-20-18

DATE OF OATH

Consideration given all other eligible employees
Certified as to sufficiency of Appropriated Funds
Certified as to validity of recommended vice vacancy or additional identical action

E. L. KANGAS, Admin. Asst.,
Civilian Personnel Division
(BUREAU OR DIVISION HEAD)

(USE OF DIRECTOR OF PERSONNEL, TREASURY DEPARTMENT)

MFB

APR 19 1946

DATE APPROVED BY THE SECRETARY

DEPT. STOCK FORM 2240
REV. 12-41

NAVY

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE:

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date July 1, 1945

Name: Austin, Julian H. (Mr.)

From: U. S. Coast Guard (BUREAU OR DIVISION) Bureau No.:

Nature of Recommendation

Pay Adjustment

Effective: July 1, 1945

	FROM 3404	TO 3404
Position		Keeper
Grade	Range $1680-2040	Range $2034-2430
Salary	$1860 pa plus $60 pa Qtrs.	$2232 pa* incl. $60 pa Qtrs.
C. S. C. No.		
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Norfolk, Virginia
Post of Duty		Wade Pt. Lt. Sta., N. C.
Appropriation		Civilian Employees, C. G.
Allotment		

FIELD [X] DEPRTMTL. [ ] FIELD [X] DEPRTMTL. [ ]

Remarks: * Your increased compensation includes valuation for quarters.

Justification:

Consideration given all other eligible employees
Certified as to sufficiency of Appropriated Funds
Certified as to validity of recommended vice vacancy or additional identical action

Paul C. Herrick
Comdr. U.S.C.G.R.
Chief, Civilian Personnel Division
(BUREAU OR DIVISION HEAD)

(FOR USE OF DIRECTOR OF PERSONNEL, TREASURY DEPARTMENT)

NAVY

DATE APPROVED: BY THE SECRETARY

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 2-20-1898

LEGAL RESIDENCE: N. C.

SEX: M

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE? No

SUBJECT TO RETIREMENT ACT? Lighthouse Act 6-20-18

DATE OF OATH

AM

DEPT. STOCK FORM 2249
REV. 12-41

Navy

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE:

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL Date April 1, 1945

Name: Austin, Julian H., Mr.

From: U. S. Coast Guard Bureau No.:
(BUREAU OR DIVISION)

Nature of Recommendation Pay Increase (Periodic)

Effective: April 1, 1945

	FROM 3404	TO 3404
Position Grade Salary C. S. C. No. Bureau or Div. Organizational Subdivisions	Range $1680-2040 $1800 p.a.plus $60 p.a.Qtrs.	Keeper Range $1680-2040 $1860 p.a.plus $60 p.a.Qtrs. U.S. Coast Guard
Headquarters Post of Duty Appropriation Allotment		Norfolk, Va. Wade Pt.Lt.Sta., N. C. Civilian Employees, C.G.

FIELD ☐ DEPRTMTL. ☐ FIELD ☒ DEPRTMTL. ☐

Remarks: You are hereby granted a one-step increase in rate of compensation.

Justification: Mr. Austin's last increase in rate of compensation was on October 1, 1943, in the amount of $60.

The position occupied by this employee is not temporary. His service and conduct are satisfactory. His current efficiency rating is VG.

Consideration given all other eligible employees
Certified as to sufficiency of Appropriated Funds
Certified as to validity of recommended vice vacancy or additional identical action

E. L. KANGAS, Admin. Asst.,
Civilian Personnel Division
(BUREAU OR DIVISION HEAD)

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 2-20-1898

LEGAL RESIDENCE: N. C.

SEX: Male

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE? No

SUBJECT TO RETIREMENT ACT? Lighthouse Act 6-20-18

DATE OF OATH

(FOR USE OF DIRECTOR OF PERSONNEL, TREASURY DEPARTMENT)
Navy

gha

APPROVED

APR 2 1945

DATE APPROVED

DEPT. STOCK FORM 2249
REV. 12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 9

TO:

Date Prepared 1 October, 1943

Name: Austin, Julian H.

From: U. S. Coast Guard

Bureau No.: 3404

Promotion

Effective: 1 October, 1943

	FROM	TO
Position	7434	7434
Grade	Keeper	Keeper
Salary	Grade $1560-$1740	Grade $1620-$1740
C. S. C. No.	$1740 per. plus 20% Hzd.	$1740 per. plus 20% Hzd.
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Norfolk, Virginia
Post of Duty		Cape Henry Station, Va.
Appropriation		Division Headquarters, 3rd
Allotment		

FIELD ☐ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

Remarks:

This action represents an administrative increase in salary effective as indicated above.

Explanation:

Mr. Austin was last promoted 1 April, 1941, in the grade of $1620. His service and conduct are entirely satisfactory. The position occupied by this employee is not temporary. His current efficiency rating is very good - 3.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 2-20-1898

LEGAL RESIDENCE: N.C.

SEX: M

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE?

SUBJECT TO RETIREMENT ACT?

DATE OF OATH

DATE APPROVED BY THE SECRETARY

OCT 19 1943

BUREAU OR DIVISION PERSONNEL FILES

DEPT. STOCK FORM 2249
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UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 13

TO:

Date Prepared 4 October, 1943

Name: Martin, Julian M.

From: U. S. Coast Guard

Bureau No.: 3414

Effective: 1 October, 1943 Promotion

	FROM	TO
	7434	7434
Position		Assayer
Grade	Range $2160-2760	Range $2160-2940
Salary	$2340 per. plus $60 Cbra.	$2400 per. plus $60 Cbra.
C. S. C. No.		
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters Post of Duty		Norfolk, Virginia
Appropriation		Coast Guard, 1944
Allotment		Civilian Employees, 1944

FIELD ☐ DEPRTMTL ☐ FIELD ☐ DEPRTMTL ☐

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 2-20-1892

LEGAL RESIDENCE: N.J.

SEX: M

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

NAME:

C.S.C. NO.:

ACTION NO.:

DATE:

HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE?

SUBJECT TO RETIREMENT ACT?

DATE OF OATH

Remarks:

The action herein represents an administrative increase in salary effective as indicated above.

Justification:

Mr. Martin was last promoted 1 April, 1942, in the amount of $60. His service and account are quite satisfactory. The position occupied by this employee is not temporary. His current efficiency rating is very Good - 3.

W. L. [illegible], Assistant Chief,
Civilian Personnel Division.

DATE APPROVED BY THE SECRETARY

OCT 18 1943

BUREAU SUSPENSE AND FILE COPY

75

UNITED STATES COAST GUARD

Norfolk, Virginia

Date 1 May, 1943

REPORT OF EFFECTIVE DATE OF CHANGE IN POSITION OR PAY STATUS OF CIVILIAN EMPLOYEES

From: District Coast Guard Officer, Fifth Naval District.
To: Commandant, Coast Guard Headquarters.

Name AUSTIN, Julian H.

Nature of Action Promotion - Change in post of duty.

Effective date of change 1 May, 1943

	FROM	TO
Position	Keeper	Keeper
Pay	$1740 per annum	$1740 per annum
Salary Range	$1620-$1980	$1680-$2040
Valuation of Quarters	$60 per annum	$60 per annum
Station	Holland Island Bar Lt. Sta., Md.	Wade Point Lt. Sta., N. C.

Remarks: This change is reported in accordance with Department approval dated (perforated in Form 2249) 4-24-43.

Signature B. P. CONE,
By direction.

(This space for use of Headquarters)

Headquarters United States Coast Guard CG-CP-75/ 10 May, 1943.

Submitted to the Director of Personnel, Navy Department, for information.

Very truly yours,

H. L. MORGAN, Assistant Chief,
Civilian Personnel Division.

MAY 11 1943

DEPT. STOCK FORM 2249
REV. 12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 9

TO:

Date Prepared 24 April, 1943

Name: Austin, Julian H.

From: U. S. Coast Guard

Bureau No.: 3404

Promotion - Change in post of duty

Effective: E.C.D. 5-1-43

	FROM 7207	TO 7484
Position	Keeper	Keeper
Grade	Range $1620-1860	Range $1860-2040
Salary	$1740 p.a. plus $60 p.a.qtrs.	$1740 p.a. plus $60 p.a.qtrs.
C. S. C. No.		
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	U. S. Coast Guard
Headquarters	Norfolk, Va.	Norfolk, Va.
Post of Duty	Holland Island Bar., Md.	Wade Pt. Lt. Sta., N. C.
Appropriation	Civilian Employees, C. G.	Civilian Employees, C. G.
Allotment		
	FIELD ☐ DEPRTMTL. ☒	FIELD ☒ DEPRTMTL. ☐

Remarks:

Promotion is in grade, there being no increase in salary involved.

Justification:

This is a regular position in the authorized complement of the District.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 2-20-1898

LEGAL RESIDENCE: N. C.

SEX: M

NATURE OF POSITION

NEW	ADDTL. IDENT.

VICE VACANCY	VICE
	Stephen B. Tillett (Retired 4-30-43)

NAME:
C.S.C. NO.:
ACTION NO.:
DATE:

HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE? No

SUBJECT TO RETIREMENT ACT? Lighthouse Act

DATE OF OATH: 5-10-43

CHARLES PIOZET

DATE APPROVED BY THE SECRETARY: APR 28 1943

BUREAU OR DIVISION PERSONNEL FILES

APR 28 1943

DEPT. STOCK FORM 2249
REV. 12-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 1

TO:

Date Prepared 24 April, 1943

Name: Austin, Julian W.

From: U. S. Coast Guard

Bureau No.: 3404

Promotion - Change in post of duty

Effective: C.O.B. 5-1-43

	FROM 7387	TO 7454
Position	Keeper	Keeper
Grade	Range $1620-1980	Range $1620-2040
Salary	$1740 p.a. plus $60 p.a.clths.	$1740 p.a. plus $60 p.a.clths.
C. S. C. No.		
Bureau or Div.	U. S. Coast Guard	U. S. Coast Guard
Organizational Subdivisions		
Headquarters	Norfolk, Va.	Norfolk, Va.
Post of Duty	Holland Island Bar., Md.	Cape Ft. Lt. Sta., N. C.
Appropriation	Civilian Employees, C. G.	Civilian Employees, C. G.
Allotment		

FIELD ☒ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

Remarks:

Promotion is in grade, there being no increase in salary involved.

Justification:

This is a regular position in the authorized complement of the District.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 2-20-1898

LEGAL RESIDENCE: N. C.

SEX: M

NATURE OF POSITION

NEW	ADDTL. IDENT.
VICE VACANCY	VICE
	Stephen B. Willett (Retired

C.S.C. NO.: 4-30-43)

ACTION NO.:

DATE:

HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE? No

SUBJECT TO RETIREMENT ACT? Lighthouse Act

DATE OF OATH: 6-20-18

T. O. ROBERTSON, Assistant Chief,
Civilian Personnel Division.

DATE APPROVED BY THE SECRETARY

XXXXXXXX
NAVY

BUREAU SUSPENSE AND FILE COPY

APR 26 1943

Form 2660
TREASURY DEPARTMENT
U. S. COAST GUARD

U. S. COAST GUARD

NOMINATION

From: U. S. Coast Guard, 5th Naval District, Norfolk, Virginia, 20 February, 1943
(Nominating officer) (Place) (Date)

To: Commandant, U. S. Coast Guard.

Action recommended Transfer

Name AUSTIN, Julian H. Date of birth 20 February, 1898
(Last name, first name, and initial)

Legal residence North Carolina 3404

	From—	To—
Position	Keeper 906 7397	Keeper 7454
Pay and grade	$1740 per annum ✓ 1620-1480 ✓	$1740 per annum ✓
Valuation of quarters	$60 per annum	$60 per annum 1680-2040
Station	Holland Island Bar Light Station, Md.	Wade Point Light Station, N. C.
Appropriation	Civilian Employees, C. G.	Civilian Employees, C. G.

Effective 1 May, 1943 {~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Rank on eligible list --- Rating ~~#~~ 3404 Percentage --- Other eligibles considered:

Vice TILLETT, Stephen B. Pay $1740 p.a. plus $60 p.a. for quarters Services terminated

Reason To be retired at the close of 30 April, 1943.

REMARKS: Funds are available for the above purpose. No expense will be involved for travel or transportation of household effects.

Selection regular, ____, 19____

Manager, Civil Service District.

C. C. PADEN,
By direction. (Title)

[1] Strike out the clause which does not apply.

16—21953

U. S. COAST GUARD
Field Service

1 April, 1942.

TO: THE HONORABLE, THE SECRETARY OF THE NAVY.

The following changes in compensation, involving 328 keepers and a total salary increase of $19680.are recommended to become effective 1 April, 1942.

The promotions herein are in accordance with the established practice of many years past and will not result in a deficit. Such personnel are not covered by Public Law No. 200, approved 1 August, 1941. These promotions are chargeable to the appropriation "17-2021208 Civilian Employees, Coast Guard (Navy), 1942."

T. O. Robertson

T. O. ROBERTSON, Chief,
Civilian Personnel Section.

Name	Range	Present Salary	Proposed Salary	E.R.	Amt.	Date and Last Promotion	Location
			BOSTON				
Carr, Earl E.	$1440-1800	$1560	$1620	Ex	$60	7-1-38	Block I.
Hallett,Osborne E.	1200-1560	1200	1260	VG		9-4-37 EOD	Boston L.St.
Talbot, Ernest V.	1260-1620	1380	1440	VG	60	6-16-39	Browns Hd.
Seavey, George W.	1440-1800	1500	1560	G	60	6-16-39	Cape Ann
Dawes, William F.	1140-1500	1260	1320	G	60	6-16-39	C.Elizabeth
Coleman, Eugene L.	1380-1740	1500	1560	Ex	60	6-16-39	C.Neddick
Dubois, Joseph H.	1380-1740	1440	1500	G	60	6-16-39	Cape Poge
Powell, Nelson H.	1320-1680	1380	1440	VG	60	3-1-39	Conimicut
Morrison, Myrick R.	1260-1620	1260	1320	VG	120	12-16-30	Curtis I.
Orne, Simeon A.	1380-1740	1440	1500	Ex	60	6-16-39	Guttyhunk
Mathie, Ernest H.	1560-1920	1560	1620	G	60	7-28-37	Egg Rock
Grieder, Frank A.	1380-1740	1440	1500	G	60	6-16-39	Gay Head
Hill, Arthur G.	1380-1740	1380	1440	G	60	3-1-38	Goose Rock
Kilton, Harold L.	1560-1920	1560	1620	VG	240	3-1-38	Goose Rock
Davis, Phillip A.	1260-1620	1260	1320	VG	60	4-3-37	Gr. Duck I.
Freeman, James H.	1500-1860	1500	1560	G	60	6-30-39	Gr. Duck I.
Mann, Darrell L.	1320-1680	1320	1380	G	60	3-1-39	Gr. Duck I.
Cheney, Hoyt W.	1560-1920	1560	1620	G	60	7-1-40	Halfway Rock
Osgood, Albert F.	1500-1860	1500	1560	G	180	7-1-40	Halfway Rock
Strout, Arthur S.	1740-2100	1800	1860	VG	60	6-16-39	Halfway Rock
Cheney, Jasper L.	1260-1620	1320	1380	G	60	6-16-39	Libby I.
Day, Henley C.	1200-1560	1200	1260	G		6-13-30 EOD	Manna I.
Haskins,Archford V.	1440-1800	1440	1500	VG	120	9-1-37	Nantucket
Vidler, Fred S.	1320-1680	1320	1380	VG	60	11-16-38	Nauset B.
Dobbins, Harry B.	1380-1740	1680	1740	Ex	60	3-1-39	Newburyport
Scharff, John M.	1320-1680	1440	1500	Ex	60	3-1-39	Nobska Pt.
Foss, Morris J.	1260-1620	1260	1320	VG	60	6-30-39	Petit Manan
York, Javan D.	1440-1800	1440	1500	Ex	180	1-5-38	Race Pt.
Stockbridge, Benjamin	1320-1680	1380	1440	Ex	60	6-16-39	Ram I.
Clark, Wm. A., Jr.	1620-1980	1620	1680	VG	60	7-1-40	Ram I.Ledge

(Continued on page 2)

Name	Range	Present Salary	Proposed Salary	E.R.	Date and Amt. Last Promotion		Location
PHILADELPHIA							
Magee, Orrie B.	$1500-1860	$1500	$1560	G	9-20-37	630	Brandywine
Warrington, Edw.F.	1740-2100	1740	1800	Ex	7-1-40	60	Brandywine
Wilson, Harry T.	1560-1920	1560	1620	G	7-1-40	60	Brandywine
Dennis, Greensbury	1740-2100	1740	1800	VG	7-1-40	120	Fourteen Ft. Bank
Walker, George T.	1560-1920	1560	1620	G	7-1-40	60	Fourteen Ft. Bank
Spencer, Harry E.	1320-1680	1560	1620	Ex	6-16-39	60	Listons Range Front
Davidson, Robert B.	1380-1740	1440	1500	VG	3-1-39	60	Mahon River
Smith, Lee R.	1560-1920	1560	1620	VG	10-1-37	60	Miah Maull Shoal
Mitchell, Felix H.	1320-1680	1620	1680	VG	2-2-38	60	OldReedy I.
Richter, George	1500-1860	1500	1560	G	9-1-40	60	ShipJohnSh.
NORFOLK							
White, Hiram T.	1560-1920	1560	1620	G	5-1-40	180	Bloody Pt.Bar
Newton, James A.	1380-1740	1380	1440	G	1-1-34	300	C.Lookout
Somers, James T.	1620-1980	1620	1680	VG	2-1-39	60	Choptank R.
Sturgis, Zadock W.	1200-1560	1200	1260	G	3-13-39	120	Cove Pt.
Newcomb, James M.	1380-1740	1500	1560	G	3-13-37	EOD	Cove Pt.
Edwards, John R.	1620-1980	1680	1740	G	7-16-38	60	Deep Water Sh.
Cropper, Thomas J.	1440-1800	1560	1620	Ex	3-1-39	60	Deep Water Sh.
McDorman, Walter F.	1620-1980	1680	1740	G	6-16-39	60	Gr.Shoals
Parks, John W.	1500-1860	1500	1560	G	10-1-38	60	Gr.Wicomico
Austin, Julian H.	1620-1980	1680	1740	VG	2-1-37	60	Holland I.Bar
Dickerson, Kendrick H.	1500-1860	1500	1560	G	3-5-36	EOD	Hooper I.
Kelly, William J.	1680-2040	1680	1740	G	3-1-37	60	Hooper St.
Messick, Harold M.	1500-1860	1500	1560	G	3-11-37	EOD	Hooper St.
Dawson, Samuel C.	1560-1920	1560	1620	Ex	5-16-39	180	Love Pt.
Matthews, Henry L.	1680-2040	1680	1740	G	6-30-39	60	Lower Cedar
Barnes, Franklin S.	1500-1860	1560	1620	VG	3-1-39	60	Lower Cedar
Hanberry, Henry R.	1620-1980	1620	1680	G	5-1-38	60	Maryland Pt.
Oliver, Joseph T.	1440-1800	1440	1500	VG	7-10-38	180	Mathias Pt.
Gaskill, Lloyd V.	1680-2040	1740	1800	VG	6-16-39	60	N.Landing R.
Rollinson, George S.	1620-1980	1740	1800	G	1-1-31	60	Old Plantation Flats
Johnson, George G.	1260-1620	1380	1440	Ex	3-1-39	60	OldPt.Comfort
Lewis, Frank R.	1560-1920	1740	1800	VG	6-16-39	60	Pages Rock
Midgett, John E.	1680-2040	1680	1740	G	4-5-36	120	Pamlico Pt.
Fulcher, Robert W.	1560-1920	1680	1740	G	6-30-39	60	Pt.Lookout

(Cont. Page 4)

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TREASURY DEPARTMENT
United States Coast Guard

Date 1 Jan., 1941

REPORT OF EFFECTIVE DATE OF CHANGE IN POSITION
OR PAY STATUS OF CIVILIAN EMPLOYEE

From: Commander, NORFOLK District.
To: Commandant.

Name Julian H. Austin

Nature of Action Chg. in status and post of duty - increase in grade.

Effective date of change 1 Jan., 1941.

	FROM	TO
Position	Asst. Keeper	Keeper
Pay	$1680 p.a.	$1680 p.a.
Salary Range	$1500-1860	$1620-1980
Valuation of Quarters	$60 p.a.	$60 p.a.
Station	Sharps Island Lt. Sta., Md.	Holland Island Bar Lt. Sta., Md.

Remarks: This change is reported in accordance with Department approval dated (perforated in Form 2249) 11/18/40.

Signature G. J. SULLIVAN,
By direction.

(This space for use of Headquarters)

HEADQUARTERS - U.S. COAST GUARD - WASHINGTON
Submitted to the Director of Personnel for JAN 21 1941
information.

...by direction of the Commandant.

Very truly yours,

R. J. GROSS,
Chief, Civilian Personnel

JAN 22 1941

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 1

TO:

Date Prepared November 18, 1940.

Name: Austin, Julian H.

From: U. S. Coast Guard

Bureau No: 906

Change in status and post of duty - increase in grade

	FROM	TO
Position	Keeper	Keeper
Grade	Field (Range $1500-1860)	Field (Range $1620-1980)
Salary	$1680 p.a. plus $60 p.a. Qtrs.	$1680 p.a. plus $60 p.a. Qtrs.
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	U. S. Coast Guard
Headquarters	Norfolk, Virginia	Norfolk, Virginia
Post of Duty	Sharps Island Lt. Sta., Md.	Holland Is. Bar Lt. Sta., Md.
Appropriation	Civilian Employees, C.G.	Civilian Employees, C.G.
Allotment		
Field or Deptl.	Field	Field

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 2-20-1898

LEGAL RESIDENCE: N. C.

SEX: M | RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

EFFECTIVE: E.O.D.

Remarks: Travel from Sherwood, Maryland, to Crisfield, Maryland, necessary in interest of Government, not for convenience of employee is authorized, with per diem of $3.50 in lieu of subsistence chargeable to symbol No. 29. Travel by privately owned automobile at the rate of 4¢ a mile, if more economical and advantageous to the United States than travel by commercial carrier, authorized. If travel is by privately owned automobile, a statement certifying that such travel is more economical and advantageous than travel by commercial carrier must be attached to the voucher.

*H. R. Hamberry (trans.)

SUBJECT TO RETIREMENT ACT? Lighthouse Act

DATE OF OATH

Justification:

This is a regular position in the authorized complement of the station, and it is necessary that it be filled in order that the essential work of the Service may be carried on.

Approved: November 18, 1940
(signed) Herbert E. Gaston
Acting Secretary of the Treasury.

BUREAU OR DIVISION PERSONNEL FILES

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 1

TO:

Date Prepared November 18, 1940

Name: Austin, Julian H.

From: U. S. Coast Guard

Bureau No: 906

Change in status and post of duty - increase in grade

	FROM	TO
Position	Keeper	Keeper
Grade	Field (Range $1500-1860)	Field (Range $1620-1980)
Salary	$1680 p.a. plus $60 p.a. Qtrs.	$1680 p.a. plus $60 p.a. Qtrs.
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	U. S. Coast Guard
Headquarters	Norfolk, Virginia	Norfolk, Virginia
Post of Duty	Sharps Island Lt. Sta., Md.	Holland Is. Bar Lt. Sta., Md.
Appropriation	Civilian Employees, C.G.	Civilian Employees, C.G.
Allotment		
Field or Deptl.	Field	Field

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 2-20-1898

LEGAL RESIDENCE: NC

SEX: M

RACE: W

NATURE OF POSITION

NEW

ADDTL. IDENT.

VICE VACANCY

VICE

EFFECTIVE

Remarks: E.O.D.

Travel from Sherwood, Maryland, to Crisfield, Maryland, necessary in interest of Government, not for convenience of employee is authorized, with per diem of $3.50 in lieu of subsistence chargeable to symbol No. 29. Travel by privately owned automobile at the rate of 4¢ a mile, if more economical and advantageous to the United States than travel by commercial carrier, authorized. If travel is by privately owned automobile, a statement certifying that such travel is more economical and advantageous than travel by commercial carrier must be attached to the voucher.

*H. R. Mayberry (trans.)

SUBJECT TO RETIREMENT ACT?

Lighthouse Act

DATE OF OATH

Justification:

This is a regular position in the authorized complement of the station, and it is necessary that it be filled in order that the essential work of the Service may be carried on.

H. R. STILES,
Commander, U. S. Coast Guard,
Assistant Personnel Officer.

BUREAU SUSPENSE AND FILE COPY

NOV 2 7 1940

Treasury Department
U. S. Coast Guard
Form 73
DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE
Approved Sept. 1938

-75

U. S. COAST GUARD
RECD NOV 5 1940

NOMINATION

Norfolk LIGHTHOUSE DISTRICT Norfolk, Va. (City) 4 November, (Date), 19 40

Commandant: COMMISSIONER OF LIGHTHOUSES: Chg in status Past 2 duty - inc in grade

ction recommended Transfer and change in designation.

ame Julian H. Austin Date of birth 20 Feb., 1898 Legal residence N. C.

	From—	To—
sition,	Asst. Keeper	Keeper
y and grade	$1680 p.a. ($1500-1860) Plus $60 p.a. for qtrs.	$1680 p.a. ($1620-1980) Plus $60 p.a. for qtrs.
tion	Sharps Island Lt. Sta., Md.	Holland Island Bar Lt. Sta., Md.
ropriation	Civilian Employees, C. G.	Civilian Employees, C. G.

ctive 16 November, 1940. { ~~the actual date of entrance on duty,~~ or as soon thereafter as he enters on duty.

x on eligible list -- Rating -- Percentage -- Other eligibles considered: --

H. R. Hanberry #906 Pay $1620 p.a. Services terminated About 15 Nov., 1940.

n Transfer

EMARKS:[2] Mr. Austin is not entitled to military preference. Travel from Sherwood, to Crisfield, Md., is recommended, inasmuch as the transfer is in the interests e Government.

lection regular, , 19

Manager, Civil Service District.

C. J. SULLIVAN,
By direction. ~~Superintendent of Lighthouses~~

OF LIGHTHOUSES, WASHINGTON, , 19

mitted to the Secretary of Commerce, approved.

wel

#4

Acting Commissioner of Lighthouses.

the clause which does not apply.
vessel officer, state license held.

11—2314

75

Form No. 2599
TREASURY DEPARTMENT
U. S. COAST GUARD
(Revised 1937)

U. S. COAST GUARD
REC'D JUL 2 1940

REPORT OF CHANGE IN PERSONNEL

Austin,	Julian	H.	---	Keeper
(Surname)	(First name)	(Middle initial)	(Service No.)	(Rank or rating)

NORFOLK DISTRICT	Norfolk, Virginia	1 July, 1940.
(Unit)	(Place)	(Date)

Transferred from position of (Asst.) Keeper, Bodie Island Lt. Sta., N. C., to (Asst.) Keeper, Sharps Island Lt. Sta., Md., effective 1 July, 1940.

AUTHORITY:

By direction,

(Commanding)
C. J. SULLIVAN.

(Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	STATISTICS	CORRESPONDENCE	RECORDS

TREASURY DEPARTMENT
United States Coast Guard

Date 1 July, 1940

REPORT OF EFFECTIVE DATE OF CHANGE IN POSITION
OR PAY STATUS OF CIVILIAN EMPLOYEE

From: Commander, Norfolk District.
To: Commandant.

Name Julian H. Austin

Nature of Action Transfer

Effective date of change 1 July, 1940.

	FROM	TO
Position	Keeper	Keeper
Pay	$1500 p.a. plus $240 for quarters	$1680 p.a. plus $60 quarters
Salary Range	$1260-1620	$1500-1860
Valuation of Quarters	$240 p.a.	$60 p.a.
Station	Bodie Island Lt. Sta., N. C.	Sharps Island Lt. Sta., Md.

Remarks: This change is reported in accordance with Department approval dated (perforated in Form 2249) 3 May, 1940.

By direction,
Signature
C. J. SULLIVAN.

(This space for use of Headquarters)
HEADQUARTERS - U. S. COAST GUARD - WASHINGTON - July 22, 1940.

Submitted to the Director of Personnel for information as to the effective date of this change.

By direction of the Commandant.

R. J. GROSS,
Chief, Civilian Personnel.

PSB

JUL 23 1940

DEPT. STOCK FORM 2248

MAY - 2 1940

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PERSONNEL ACTION

Date Prepared: 1 May, 1940.

Name: Austin, Julian H.

From: U. S. Coast Guard

Nature of Action: Transfer

	FROM	TO
Position	Keeper	Keeper
Grade	Field (Range $1260-1620)	Field (Range $1500-1860)*
Salary	$1500 p.a., plus $240 p.a. Ctrs.	$1680 p.a. plus $60 p.a. Ctrs.*
Bureau	U. S. Coast Guard	U. S. Coast Guard
Office	Norfolk, Virginia	Norfolk, Virginia
Unit		
Division		
Section		
Sub-Section	Norfolk, Virginia	Norfolk, Virginia
Headquarters	Bodie Island Lt. Sta., N. C.	Sharps Island Lt. Sta., Md.
Post of Duty	Sal., Kprs. of Lhs., Coast Guard	Sal., Kprs. of Lhs., Coast Guard
Appropriation		
Allotment	E.C.D. x	x

BUREAU OR DIVISION NO.: [illegible]

DATE OF BIRTH: 2-20-1898

LEGAL RESIDENCE: North Carolina

VETERAN'S PREFERENCE: No

NATURE OF POSITION: NEW

ADDITIONAL IDENTICAL:

VICE VACANCY:

VICE: David E. Parkerson (resigned)

CIVIL SERVICE AUTHORITY:

DATE OF EFFECT: Lighthouse Act

SUBJECT TO RETIREMENT ACT: [illegible]

EFFECTIVE: FIELD ☐ DEPARTMENTAL ☐ FIELD ☐ DEPARTMENTAL ☐

Remarks: * Section 16b of the Reorganization Act of 1939 prohibits changes in gross compensation or grade during the present fiscal year.

The action in this case does not involve a change in gross compensation since the gross pay at the new station is the same as the gross pay at the former station, but no change in grade will be made during this fiscal year. For record purposes, however, recommendation is submitted pursuant to Comp. Gen. B-3213 of August 22, 1939, to the Federal Security Agency.

Justification:

C. M. JONES,
Captain, U. S. Coast Guard,
Chief Personnel Officer.

DATE APPROVED

DATE

GILVAN FANFOLD CORP.

BUREAU SUSPENSE AND FILE COPY

DEPT. STOCK FORM 2248

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PERSONNEL ACTION

Date Prepared: 1 May, 1940.

Name: Austin, Julian H.

From: U. S. Coast Guard

Nature of Action: Transfer

	FROM	TO
Position	Keeper	Keeper
Grade	Field (Range $1260-1620)	Field (Range $1500-1860)*
Salary	$1500 p.a., plus $240 p.a. Qtrs.	$1680 p.a. plus $60 p.a. Qtrs.*
Bureau	U. S. Coast Guard	U. S. Coast Guard
Office	Norfolk, Virginia	Norfolk, Virginia
Unit		
Division		
Section		
Sub-Section		
Headquarters	Norfolk, Virginia	Norfolk, Virginia
Post of Duty	Bodie Island Lt. Sta., N. C.	Sharps Island Lt. Sta., Md.
Appropriation	Sal., Exps. of Lhs., Coast Guard	Sal., Exps. of Lhs., Coast Guard
Allotment	E.C.D.	

EFFECTIVE: FIELD ☒ DEPRTMTL. ☐ FIELD ☒ DEPRTMTL. ☐

BUREAU OR DIVISION NO.: Lt. 1927

DATE OF BIRTH: 2-20-1898

LEGAL RESIDENCE: North Carolina

VETERAN'S PREFERENCE: No

NATURE OF POSITION NEW:

ADDITIONAL IDENTICAL

VICE VACANCY:

VICE: David E. Parkers (resigned)

CIVIL SERVICE AUTHORITY:

DATE OF EFFECT: 7/1/40

SUBJECT TO REQUIREMENT ACT: 6-20-16

Remarks: * Section 10b of the Reorganization Act of 1939 prohibits change in gross compensation or grade during the present fiscal year.

The action in this case does not involve a change in gross compensation since the gross pay at the new station is the same as the gross pay at the former station, but no change in grade will be made during this fiscal year. For record purposes, however, recommendation is submitted pursuant to Comp. Gen. B-5212 of August 22, 1939, to the Federal Security Agency.

Justification:

DATE APPROVED: 5-3-40

DATE

BUREAU OR DIVISION PERSONNEL FILES

MAY 11 1940

TREASURY DEPARTMENT
U. S. COAST GUARD
Form 73
DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE
Approved Sept. 1938

75

NOMINATION

Norfolk ~~LIGHTHOUSE~~ DISTRICT Norfolk, Va. (City) 25 April, (Date), 1940

Commandant:
~~COMMISSIONER OF LIGHTHOUSES~~

Action recommended Transfer and Promotion

Name Julian H. Austin Date of birth 20 Feb., 1898 Legal residence N. C.

	From—	To—
Position,	Assistant Keeper	Assistant Keeper
Pay and grade	$1500 p.a. ($1260-1620) Plus $240 for qtrs.	$1680 p.a. ($1500-1860) Plus $60 for qtrs.
Station	Bodie Island Lt. Sta., N. C.	Sharps Island Lt. Sta., Md.
Appropriation	Sal. Kprs. of L. H., C. G.	Sal. Kprs. of L. H., C. G.

Effective 16 May, 1940 ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Rank on eligible list -- Rating -- Percentage -- Other eligibles considered: --

Vice David E. Parkerson #979 Pay $1620 p.a. Services terminated 28 Feb., 1939.

Reason Resigned.

REMARKS:[2] Proposed action is in accordance with the general policy set forth in Headquarters circular letter dated 19 March, 1940 (PB-75).

Selection regular, ..., 19.....

N. C. MANYON,
By direction. R/ ~~Superintendent of Lighthouses~~

Manager, Civil Service District.

STANDARD FORM NO. 6
(Approved by the President 3/28/24)
Revised Dec. 5, 1929

U. S. COAST GUARD
SEP 12 1939
COAST GUARD DISTRICT

PERSONAL HISTORY STATEMENT

(To be prepared by appointee in own handwriting)

Department or Establishment Bodie Island Light Station Date Sept 10 1939.

1. Name in full (Mr., Miss, or Mrs.) Austin (Surname) Julian (Given name) Haywood (Middle name)
2. Present address (Number) (Street) Manteo (City) NC (State)
3. Legal (voting) residence 1 Congressional District (State and Congressional District) Dare (County) Manteo NC (City or town)
4. Where born 4 Miles (State or foreign country) NC (City or town) When born Oct 20 1898 (Month Day Year)
5. If foreign-born, state whether naturalized or alien
6. Indicate sex, marital condition, and race by check, thus: √ If Mrs., state other names under which previously employed.

SEX		MARITAL CONDITION				RACE. (If other, state which)	
Male ✓	Female	Single	Married ✓	Divorced	Widowed	White ✓	Colored

7. Number and ages of dependents domiciled with you 4. Wife 34 yrs Children 4 — 10 and 13 yrs
8. A complete record of your past service for the United States Government other than military or naval:

BRANCH OF SERVICE	PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED Month	Day	Year	DATE SEPARATED Month	Day	Year
U.S. Light House	Diamond Shoal L/V 11	seamen	$35.00	July	1	1916	Dec	1	1916
" "	Tail of Shoal L/V 46	"	$35 to 45	Dec	14	1917	Dec	24	1917
215 Engineer Dept	naval fuel Va	Oiler	$80.00	may	1	1918	July	12	1919
U.S. Light House	Relief L.V. 79	Seamen	50.00	Aug	9	1919	Dec	5	1919
" "	Portsmouth, Va	1 and 1/cpr	72.50	June	27	1921	Transferred to		
" "	Hatteras Inlet	" "	93.50	Dec	7	1921	"	"	"
" "	Cape Charles	" "	95.00	June	1	1923	"	"	"
" "	Cape Hatteras	" "	105.00	Sept	1	1924	"	"	"
" "	Bodie Island	" "	$1440.00	April	1	1929	"	"	"
" "	Bluff Shoal	" "	1440.00			1930			
" "	Roanoke River	" "	1440.00						
" "	Bodie Island	" "	1250.00	May		1933	per family		

9. Are any members of your family, who are domiciled with you, in the U. S. Government service? If so, state below:

NAME	POSITION AND DEPARTMENT OR OFFICE IN WHICH EMPLOYED	RELATIONSHIP
None	Position Department or office	
	Position Department or office	
	Position Department or office	

10. Do you now hold any State or municipal office? If so, state below:
No (Title) (Location) (Date appointment expires)
11. Are you the wife of a disabled veteran or widow or orphan of a person who was in the military or naval service?
No (Wife, widow, or orphan) (Name of veteran) (Organization and last year of service)
12. Military and naval record. If any, check (√) to indicate branch and other information, and give dates of enlistment and discharge:

None	Army	Navy	Marine Corps	Coast Guard	War veteran	Pensioner	Veterans' Bureau beneficiary
✓							

Enlisted	Discharged	Enlisted	Discharged
Rank	Rank	Rank	Rank
Organization	Organization	Organization	Organization

[OVER]

10—1930

13. State any special qualifications not involved in your present position (for instance, lawyer, physician, civil engineer, knowledge of foreign languages, etc.) Oiler or Water tender on Marine Engines Mechanic on Automobiles or Motor boats

14. Statement of principal employment other than with the United States Government:

NAME AND ADDRESS OF EMPLOYER	POSITION AND CHARACTER OF WORK	LENGTH OF SERVICE
U.S Shipping Board Shf Pasadena	oiler + water tender	11 Months Feb to Dec 1920
Emp Interocean Seamen Trans Co	oiler	1 month Sept 1 oct 1919
old Dominion SS Princess ann	Seamen	3 Months Feb Mar Apr 1918 1919
Various Jobs	Fishing Inland Waters & Light Hauling engr.	

15. Education. Indicate by circling the number of years:

Common school	High school	College	(Name of college, degrees, and dates conferred)
1 2 3 4 5 6 7 (8) ✓	1 2 3 4	1 2 3 4	

16. In case of emergency, notify Mrs Katherine Austin

Relationship Wife Post office address Manteo N.C.

I certify that the foregoing answers are correct to the best of my knowledge and belief.

J H Austin.

(Name as usually written and which will be used as official signature)

rec'd 7/1/40

U. S. GOVERNMENT PRINTING OFFICE 10—1930

✓

Copy of this form not sent to the Department

Form A-88

DEPARTMENT OF COMMERCE

~~APPOINTMENT DIVISION~~
Division of Personnel
WASHINGTON

February 1, 1937.

Mr. J. H. Austin

Through the Commissioner of Lighthouses

Sir:

You are advised that your compensation has been changed as indicated below, effective February 1, 1937

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

Chief, Division of Personnel.
~~Chief of Appointment Division.~~

From: $1440

To: $1500

Service and grade:

Appropriation (unit): Field

5
Q

GOVERNMENT PRINTING OFFICE 11—9051

FEB 8 - 1937

Form A-88

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHTHOUSES
1933 JUN - 5 - AM 10:34

June 2, 1933.

Mr. Julian H. Austin,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective upon entrance on duty (change of station).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

EDW. J. GARDNER.

Chief of Appointment Division.

From: $1680 per annum.

To: $1440 per annum.

Service and grade:

Appropriation (unit): Field.

5
DSE

JUN -6 1933

GOVERNMENT PRINTING OFFICE 11—9051

Form 73
Ed. April, 1929

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth DISTRICT.

Baltimore, Md. (City) May 23, (Date) 1933

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and Demotion

Legal residence, North Carolina

Name, Julian H. Austin

Proposed salary, $1440.p.a. plus $240. p.a. quarters.

Position, Asst. Keeper

Proposed range, $1260-1620, plus $240. p.a. quarters.

Location, Bodie Island Light Station, N.C.

Appropriation, Sal. Keepers of L.H.

Effective, June 1, 1933

[1] ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Same

Former salary, $1680.p.a.

Location, Roanoke River Light Station, N.C.

Former range, $1440-1800.

no fgs.

Rank on eligible list, ---- Rating, ---- Percentage, ---- , Other eligibles considered:

(Lt./1811)

Previous incumbent; his pay: W. H. Etheridge / $1500.p.a.plus $240. Services terminated, March 31, 1933.

Reason, Retired account disability.

Members of family in Government service, None.

Date of birth, February 20, 1898.

Remarks: This action is necessitated by the proposed discontinuance of Roanoke River L.S.; is for the best interests of the Service and will not violate Civil Service rule relative to religious or political affiliations or opinions.

Selection regular, subject to the action of the
U. S. Civil Service Commission, , 19----

L. M. HOPKINS

---------- ----------
Secretary, Civil Service District. Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

May 25, 1933

Submitted to the Secretary of Commerce, approved. Attention is invited to the Superintendent's remarks regarding the proposed discontinuance of Roanoke River Lightstation, recommendation in regard to which will be later submitted.

W. P. HARMAN

Acting Commissioner of Lighthouses.

[1] Strike out the clause which does not apply.

11—2314

May 22, 1933

Superintendent of Lighthouses, Baltimore, Md.

There is herewith returned your Form 73a reporting the transfer on May 10 of Julian H. Austin from Roanoke River at $1680 (gross range $1440-1800) to Bodie Island at $1440 plus $240 per annum for quarters, vice W. H. Etheridge, retired. The action proposed with regard to pay of the nominee is in order, but in view of the cash pay being reduced from $1680 to $1440 the approval of the Department and issuance of a notice is required, in view of which it is requested that the recommendation be resubmitted on Form 73.

Form 73a in the case of George F. Hudgins, for transfer from Maryland Point at $1440 ($1440-1800) to $1440 ($1380-1740) at Stingray Point Light Station, Virginia, gross pay and range both cases, is also returned with request that it be resubmitted on Form 73. The point involved in this case is pay on transfer from a higher to a lower range which is covered in Bureau circular No. 390 dated May 4, 1933, to be issued shortly, providing for such transfers to be at the corresponding step.

In view of the transfer of Severn C. Parks from Greenbury Point Shoal to Maryland Point being vice George F. Hudgins, your Form 73a in his case is also returned, since it can not be made effective prior to the formal transfer of Hudgins after Departmental approval.

WPH
RY

For the Commissioner: W. P. HARTMAN

H-M

Administrative Assistant

IN REPLYING ADDRESS
COMMISSIONER OF LIGHTHOUSES
AND REFER TO DATE OF THIS LETTER
AND FILE NO.

DEPARTMENT OF COMMERCE
BUREAU OF LIGHTHOUSES
WASHINGTON

LIGHTHOUSES
1933 MAY -24- AM 8:53

SUPT. OF LIGHTHOUSES
MAY 23 1933
BALTIMORE MD.

May 22, 1933

Superintendent of Lighthouses, Baltimore, Md.

There is herewith returned your Form 73a reporting the transfer on May 10 of Julian H. Austin from Roanoke River at $1680 (gross range $1440-1800) to Bodie Island at $1440 plus $240 per annum for quarters, vice W. H. Etheridge, retired. The action proposed with regard to pay of the nominee is in order, but in view of the cash pay being redueed from $1680 to $1440 the approval of the Department and issuance of a notice is required, in view of which it is requested that the recommendation be resubmitted on Form 73.

Form 73a in the case of George F. Hudgins, for transfer from Maryland Point at $1440 ($1440-1800) to $1440 ($1380-1740) at Stingray Point Light Station, Virginia, gross pay and range both cases, is also returned with request that it be resubmitted on Form 73. The point involved in this case is pay on transfer from a higher to a lower range which is covered in Bureau circular No. 390 dated May 4, 1933, to be issued shortly, providing for such transfers to be at the corresponding step.

In view of the transfer of Severn C. Parks from Greenbury Point Shoal to Maryland Point being vice George F. Hudgins, your Form 73a in his case is also returned, since it can not be made effective prior to the formal transfer of Hudgins after Department approval.

For the Commissioner:

W. P. HARTMAN
Administrative Assistant

H-M

AHL.
Encls.

Office of Superintendent, Fifth District,
Baltimore, Maryland. May 23, 1933.

1. Returned to Commissioner of Lighthouses with new forms prepared in accordance with above instructions, which will be noted for future reference.

L. M. Hopkins
Superintendent of Lighthouses.

Form 31 TRAVEL ORDER

RECEIVED APR-26-AM 8:51 LIGHTHOUSES

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF THE SUPERINTENDENT OF LIGHTHOUSES, 5th DISTRICT,

Baltimore, Md., April 24, 1933.

J. H. Austin, Assistant Keeper
(Name and title)

Roanoke River Light Station, Plymouth, N. C. (Through the Keeper)
(Post office address)

You are hereby authorized to travel, as herein indicated, by the most direct or usually traveled route, the expense of such travel to be paid from the appropriation "General Expenses, Lighthouse Service, 1933," in accordance with regulations and Note[1] A below, there being sufficient balance therein in excess of liability already incurred for the payment of the expenses involved, such travel to begin on May 1, 1933 or as soon thereafter as practicable.

In the performance of this duty you are authorized to pay traveling expenses of no helpers.

From Roanoke River Light Station, N. C.

To Bodie Island Light Station, N. C.

For the purpose of transfer from Roanoke River Light Station to Bodie Island Light Station, N. C., upon discontinuance of position at Roanoke River Light Station.

This transfer is not being made at the request nor for the convenience of the employee.

NOTE A.—Per diem of $ 3.00 will be allowed in lieu of actual subsistence, including time on board commercial vessels when price of passage includes subsistence; also while on board lighthouse vessel and while at light stations, subject to provisions of the Standardized Travel Regulations.

NOTE B.—Actual necessary expenses not exceeding $..... per day will be allowed.

NOTE C.—Mileage, in lieu of actual expenses of transportation, will be allowed at 5 cents per mile for personally owned automobile or 3 cents per mile for personally owned motor cycle, subject to provisions of paragraph 12a of the Standardized Government Travel Regulations.

NOTE D.—Use of personally owned automobile or motor cycle is hereby authorized, subject to the provision of paragraph 12 of the Standardized Government Travel Regulations.

APPROVED:

E. W. Libbey
Acting Asst. Secretary of Commerce

L. M. HOPKINS
Superintendent of Lighthouses.

[1] Insert "A," "B," "C," "D"

GOVERNMENT PRINTING OFFICE: 1933

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES

NHL.
Encl.

1933 APR -28- AM 8:51

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
BALTIMORE, MD.

April 24, 1933.

OK
to Dept
ABSt
4/26

Commissioner of Lighthouses,
Washington, D. C.

Subject: Travel Orders.

1. Attached herewith for approval is travel order directing J. H. Austin, Asst. Keeper at Roanoke River Light Station, N.C., to report to his assignment at Bodie Island Light Station, N.C., as per Form 73a dated April 19, 1933.

2. This change in assignment is made solely for the interests of the Service. His present position at Roanoke River Light Station will be discontinued.

L. M. HOPKINS

Superintendent of Lighthouses.

Bureau of Lighthouses, Washington, D. C.
April 28, 1933

Returned to Supt. of Lighthouses, Baltimore, Md., travel order having been approved by the Department.

For the Commissioner:

J. F. PLOCHARCZYK
Acting Chief, Financial Division

JAB
Enc

(COPY - EJD)

DEPARTMENT OF COMMERCE

WLR:AHL
Encl.

Lighthouse Service

5th District,
Baltimore, Md.

June 5, 1930.

Commissioner of Lighthouses,
Washington, D. C.

Subject: Discontinuance of position - 2nd Asst. Keeper, Gull Shoal Light Station.

1. Effective July 1, 1930, it is recommended that the position of 2nd Asst. Keeper at Gull Shoal Light Station be discontinued, as it is believed two Keepers will be sufficient to carry on the work at that station.

2. There is transmitted herewith in this connection, Form 73-a transferring Julian H. Austin, effective July 1st, from the position of 2nd Asst. Keeper at Gull Shoal Light Station to position of Asst. Keeper at Roanoke Light Station. Mr. Austin's pay is $1680 per annum in the range of $1560-1860. On December 1, 1929, due to rearrangement of lights in North Carolina, he was transferred from Brant Island Shoal Light Station to Gull Shoal Light Station at a reduction in pay of $60 per annum. Obviously, it will work a hardship to again reduce his pay, and in transferring him to position of Asst. Keeper at Roanoke River Light Station, we have fixed his pay at the same rate that he receives at Gull Shoal Light Station, viz., range ($1440-1740), which is considered justifiable.

3. The net saving to the Government will be $1560 per annum.

(Sgd.) L. M. HOPKINS

Superintendent of Lighthouses.

Form 73a

REPORT OF TRANSFER OF APPOINTE

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth DISTRICT.

June 5, 1930.

, 19

COMMISSIONER OF LIGHTHOUSES:

The following-named employee will be transferred as indicated, and will enter upon duty at his new station on or about July 1, 1930.

Name, Julian H. Austin

Position, 2nd Asst. To asst. Kpr.

From Gull Shoal L.S.

To Roanoke River Light Station.

Salary and range $1680 - (1560 - 1860) - (Bw)

Salary and range $1680 - (Range 1440 - 1740)(Bw)

Previous incumbent and pay, Joseph W. Cooper - (LT.#923)

Services terminated, June 30, 1930

Reason, Retirement pending

(Sgd.) L.M.HOPKINS

Superintendent of Lighthouses.

, 19

The above-referred-to transfer became effective beginning with .....

.....

Incl.

BUREAU OF LIGHTHOUSES
WASHINGTON

June 20, 1930.

Submitted to the Secretary of Commerce for his information. Attention is invited to the inclosed copy of a letter from the Fifth Supt. relative to the transfer of this employee without change in salary although with a reduction in range, in which the Bureau concurs.

Acting Commissioner of Lighthouses.

11—4598 U. S. GOVERNMENT PRINTING OFFICE: 1930

EJD

January 1, 1930.

Superintendent of Lighthouses,
Baltimore, Maryland.

Effective date transfer Julian H. Austin from 2nd Asst. Keeper, Brant Island Shoal L.S. to 2nd Asst. Keeper, Gull Shoal L.S., recommended to be effective Oct. 1, 1929, or thereafter.

It appears from the records that the effective date referred to above has not been reported and it is requested that this information be furnished promptly.

W. P. HARMAN

Acting Commissioner of Lighthouses.

WLR: AHL

Office of Superintendent, 5th Dist.
Baltimore, Md., January 4, 1930.

1. Returned to Commissioner of Lighthouses, Washington, D.C., attention being invited to my letter of December 3rd on the subject of consolidation of lights in Pamlico Sound and tributaries, in which is reported the effective date of transfer of personnel at Brant Island Shoal Light Station to Gull Shoal Light Station on December 1. The personnel affected are:

D.E.Quidley, Keeper,
CH.Fulcher, Lst Asst. Keeper,
J.H.Austin, 2nd Asst. Keeper.

(Sgd.) King
Superintendent of Lighthouses.

Bureau of Lighthouses, Washington

JAN 13 1930

Secretary of Commerce for his information

W. P. HARMAN
Acting Commissioner of Lighthouses

AHL.
Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 5th DISTRICT,

Baltimore, Md. (City) August 22, (Date) 1929

COMMISSIONER OF LIGHTHOUSES:

Action recommended, **Change in Range**

Name, **Julian H. Austin**

Position, **2nd Asst. Keeper**

Location, **Gull Shoal Light Station, N.C.**

Effective, **October 1st, 1929**

Legal residence, **Frisco, N. C.**

Proposed salary, ~~$1740.~~ 1680 p. a.

Proposed range, **$1560-1860.**

Appropriation, **Sal. L. H. Keepers**

[1] ~~the date of his assignment to duty~~, or as soon thereafter as he enters on duty.

Former position, **2nd Asst. Keeper**

Former salary, **$1740.**

Location, **Brant Island Shoal Light Station, N.C.** Former range, **$1620-1920**

Rank on eligible list, ---- Rating, ---- Percentage, ---- , Other eligibles considered:

Previous incumbent, **New Position** (Lt. #2027) Services terminated,

Reason,

Members of family in Government service, **None**

Date of birth, **February 20, 1898.**

Remarks: **See letter from this office of even date recommending discontinuance of personnel at Brant Island Shoal Light Station and authorisation of personnel at Gull Shoal Light Station.**

Selection regular, subject to the action of the
U. S. Civil Service Commission, , 19----

L. M. Hopkins

Secretary, Civil Service District.

Asst. Superintendent of Lighthouses. MR

BUREAU OF LIGHTHOUSES
WASHINGTON **September 5, 1929.**

Submitted to the Secretary of Commerce, approved. **Recommendation for the authorization of this position has been separately submitted.**

Acting Commissioner of Lighthouses.

[1] Strike out the clause which does not apply.

11—2314

DEPARTMENT OF COMMERCE

Description of duties of field positions.

Bureau No.: Lt. #2027

Name: Julian H. Austin

Bureau: Lighthouses

Salary: $1680 per annum

Salary range: $1560-1800

Position: Keeper (2nd Assistant)

Station: Gull Shoal Light Station,
5th Lighthouse District.

Description of duties:

Similar to those performed by John M. Stowe, 2nd Assistant Keeper, Pamlico Point Light Station, 5th District, Lt. #917.

Form 73
VHH

LIGHTHOUSES
1929 MAR 6 AM 9 17

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Fifth DISTRICT,

Baltimore, Md., March 5, 1929
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, **Transfer**

Name, **Julian H. Austin**

Position, **2nd Asst. Keeper**

Location, **Brant Island L.H., N.C.**

Effective, **April 1, 1929**

Legal residence, **North Carolina**

Proposed salary, **$1740. p.a.**

Proposed range, **$1620-1920**

Appropriation, **Sal. L.H. Keepers**

[1] ~~the actual date of entrance on duty~~ or as soon thereafter as he enters on duty.

Former position, **2nd Asst. Keeper**

Location, **Cape Hatteras L.H., N. C.**

Former salary, **$1360. p.a.**

Former range, **$1320 $1140-1440**

Rank on eligible list, --- Rating, --- Percentage, --- , Other eligibles considered: ---

Previous incumbent, **John E. Midgett-(Lt.#893)** Services terminated, **March 31, 1929**

Reason, **Transferred.**

Members of family in Government service, **None**

Date of birth, **February 20, 1898**

Remarks:

Selection regular, subject to the action of the U. S. Civil Service Commission, , 19---

---
Secretary, Civil Service District.

L. M. Hopkins
Acting Superintendent of Lighthouses

BUREAU OF LIGHTHOUSES
WASHINGTON

MAR 6 - 1929

Submitted to the Secretary of Commerce, approved.

H. D. KING
Acting Commissioner of Lighthouses.

[1] Strike out the clause which does not apply.

11—2314

PERSONNEL CLASSIFICATION BOARD FORM NO. 14—FIELD QUESTIONNAIRE
(To be filled out in accordance with the instructions given in P. C. B. Forms Nos. 15 and 16)

Bureau No. [redacted]898 Sheet No. 5(b)-24

Space reserved for the use of the Board

1. Austin (Surname) Julian (Given name) E. (Initial)

2. Department Commerce
3. Bureau Lighthouses
4. Field service Lighthouse Service
5. (a) Field station Cape Hatteras Light Station
(b) Subdivision
(c) City or town State

6. Pay roll title Light Keeper
7. Customary office title 2nd Assistant Keeper
8. Present administrative allocation $2140-1440
9. Present gross rate of pay $ 1500
10. Deduction for allowances $ 240
11. Net rate paid in cash $ 1260

12. Indicate by an "X" in the proper box or boxes the kind of allowances, if any, received by the employee:
☒ House ☐ Room { ☐ Furnished ☐ Heat ☒ Fuel ☐ Uniform Meals per day: ☐ 1 ☐ 2 ☐ 3
☒ Unfurnished ☒ Light ☐ Laundry ☐ Subsistence or rations in kind }

13. Describe any other allowance, privilege, or perquisite of value:

14. If any special equipment or a bond is required by law or regulation to be furnished at the employee's expense, state kind and annual cost
Uniform approximately $15.00 per annum.

15. (a) Regular hours of work: From Not regular m. to m. (b) How many hours per week excluding unusual or irregular overtime work?
Summer 66 Winter 66 (c) If not a full time and all-the-year-round position, state number of hours per day;
number of days per { week / month / year } (d) If certain hours of availability for duty, outside of regular working hours, are required, state hours and type of such duty Subject to emergency duty throughout 24 hours.

16. (a) Rate of pay for overtime None (b) Amount of overtime pay in last 12 months

17. (a) Does the employee in any way direct or supervise other employees? No (b) If so, in what way? (See Form 16 before answering)
(c) How many?

18. If the employee supervises other persons through immediate contact, give the name and the sheet numbers of such persons. (For such of these as may not be covered by questionnaires, give number and kinds by occupations.) If the employee exercises supervision through section or division heads, give the title of such sections or divisions and the names and sheet numbers of their heads.

19. (a) Is the employee in any way directed, supervised, or instructed, or his work reviewed? Yes (b) If so, in what way? (See Form 16 before answering.)
By principal keeper with whom he works side by side or watch and watch. He is instructed by example and supervised by direct personal contact with the principal keeper and by periodical inspections of station by district superintendent or his representative.

20. What is the name, official position, and sheet number of the employee's immediate superior? U. B. Bennett, Kpr. 5(b)22

21. Employee's education: Strike an "X" over the number representing the highest grade or year completed in each type of school:

Elementary							High				Normal				College				Postgraduate or professional				
1	2	3	4	5	6	7 X	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	(Kind)

Other education (describe):

22. What length and kind of experience or other training did the employee possess upon original entrance into this position which was most qualifying or pertinent?
Five years at Sea. Three of it which was served as machinist on steam ships

16—1856

23. TO THE EMPLOYEE: Describe in detail the work you do. Put each distinct duty, task, or process in a separate paragraph. Explain first those that require most of your time. Explain occasional duties last. In the column at the left opposite each paragraph enter the approximate percentage of your time devoted to the work described in that paragraph. DO NOT ATTEMPT TO COMPOSE THIS STATEMENT WITHOUT FOLLOWING THE INSTRUCTIONS OF P. C. B. FORM NO. 15.

Percentage of working time	
40 %	I am on watch duty every third night, beginning one hour before sunset, and running continuously until one or one and one half after sunrise. Work in the tower consisting of carrying up oil for lamp, dusting off lens, lighting up lamp and adjusting same, in afternoon. In morning, after extinguishing light, I put up the curtains and cover the lens, fill reservoir with oil, wind up lens machinery and wipe up watch tower. The watch averaging 14 hrs.
60 %	My day duties consist of painting and scrubbing tower and dwellings inside and out, handling supplies such as oil coal, paints etc. whitewashing fences, assisting mowing lawn, and any general work suggested by the Keeper in Charge. Averaging about 6 hrs. per day.

24. I hereby certify that the foregoing was composed by me after reading P. C. B. Form No. 15, and that it is a true statement of my duties.

J. H. Curtin Asst Kpr
(Signature of Employee)

25. TO THE PREPARING OFFICER: Write your own description of the employee's work. If in describing the work of the position you would cover the same subject matter and use the same language and expressions, indicate your concurrence in the employee's statement and utilize the rest of the space below by giving further and broader information regarding the position, such as the kind and degree of responsibility involved, the ultimate purpose of the work, its place in your organization, its working conditions, etc. If more space is needed, attach a separate sheet. See instructions in Form No. 16.

This station comprises a 200 ft. masonry tower (the tallest lighthouse tower in the U. S.) surmounted by glazed lantern, in which is mounted 1st order Fresnel lens, revolved on ball bearing chariot by weight driven clock-work. The illuminant is incandescent oil vapor. There are extensive grounds, quarters and outbuildings to be kept in order, including painting and minor repairs.

The duties of employee are briefly but correctly described above.

26. How long have the employee's duties been substantially as described above? Since June 1, 1925.

27. I hereby certify that to the best of my knowledge and belief the statements made by me on both sides of this sheet are accurate and complete.

Sept. 26, 1928 — H. D. King — Supt. of Lighthouses
(Date) (Signature of Preparing Officer) (Title)

28. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief, the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ——— In my judgment the compensation of this position should be in a range from $1200 to $1500

Sept. 26, 1928 — H. D. King — Supt. of Lighthouses
(Date) (Signature of head of field office or station) (Title)

29. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ——— In my judgment the compensation of this position should be in a range from $1140, to $1440

OCT 18 1928 — [illegible]
(Date) (Signature of head of bureau or his representative) (Title)

U. S. GOVERNMENT PRINTING OFFICE: 1926

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
1928 AUG 16 AM 9 12

Airways
Survey
Lighting
Radio
Weather
Clerical
Chief Engr.
Hydro.
Radio
Engr. Const.
Mar. Engr.
Personnel
Finance
Law & Prop.
Adm. Assist.
Dep. Commr.
Commissioner.

WLR:NE

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
BALTIMORE, MD.

August 15, 1928.

Commissioner of Lighthouses,
Washington, D.C.

Subject: Transfer and demotion, Julian H. Austin.

1. Yesterday, August 14th, nomination was submitted recommending transfer and demotion of Julian H. Austin to position of second assistant keeper, Cape Hatteras Light Station, N.C., from position of second assistant keeper, Cape Charles Light Station, Va. It is desired to explain in connection with this nomination that the transfer proposed was requested by Mr. Austin, and the demotion is not in violation of Section 2 of Civil Service Rule 1, relative to political or religious opinions or affiliations.

For and in absence of Supt.

L. M. Hopkins.

Asst. Superintendent of Lighthouses.

Form 78

VRH LIGHTHOUSES 1928 AUG 15 AM 8.52

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, FIFTH DISTRICT,

Baltimore, Md., (City) August 14, (Date) 19 28

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and demotion

Name, Julian H. Austin,

Position, 2nd Assistant Keeper

Location, Cape Hatteras Light Station, N. C.

Effective, August16, 1928

Legal residence, North Carolina

Proposed salary, $1260. p.a.

Proposed range, 1140-1440

Appropriation, Sal. L.H. Keepers

[1] the ~~actual date of entrance on duty~~ or as soon thereafter as he enters on duty.

Former position, 2nd Asst. Keeper

Location, Cape CharlesLight Station, Va.

Former salary, $1320. p.a.

Former range, $1200-1500

Rank on eligible list, ---- Rating, ---- Percentage, ---- , Other eligibles considered:

Previous incumbent, William E. Quidley

Services terminated, On or about Aug. 15,1928

Reason, ~~Transferred~~ Promoted to position of 1st Assistant Kpr., Cape Hatteras.

Members of family in Government service, None

Date of birth, February 20, 1898

Remarks:

Selection regular, subject to the action of the U. S. Civil Service Commission, , 19----

H. D. King

Secretary, Civil Service District.

Superintendent of Lighthouses

BUREAU OF LIGHTHOUSES
WASHINGTON

August 16, 1928.

Submitted to the Secretary of Commerce, approved., attention being invited to the a' tter of August 15 from the Superintendent.

Acting Commissioner of Lighthouse

[1] Strike out the clause which does not apply.

11—2314

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

VRH
Incls.

LIGHTHOUSES
1928 AUG 8 AM 9 09

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
BALTIMORE, MD.

August 6, 1928

Commissioner of Lighthouses,
Washington, D. C.

Subject: Corrections in appointments.

1. The Bureau is requested to please correct and return the enclosed appointments as follows:

FROM	TO
Julivn H. Austin	Julian H. Austin
~~John E. Quidley~~	~~John E. Quidley~~

H. D. King
Superintendent of Lighthouses

1 incl.
RLC:EMF Bureau of Lighthouses, Washington, D. C., August 10, 1928.

Submitted to the Secretary of Commerce recommending amendment of the attached notice as above indicated.

H. B. BOWERMAN
Acting Commissioner of Lighthouses.

8-18-27

Sent to 1200 on July 1 increase List. Think this recom. unnecessary

austin was increased to 1,200 in gen'l adjustment of July 1. The attached nomination proposes this pay also, but c/o increase in grade of station

The one promotion seems adequate for present. Sug. advise 5th & no action on attached thereon

Thos Ryan Rec'd 8/24

Ch'n Ayres

RG:EMP

August 22, 1927.

Superintendent of Lighthouses, Baltimore, Md.

1. In reference to your nomination for the promotion of Second Keeper Julian H. Austin of Cape Charles Light Station from $1140 per annum ($1020-$1380) to $1200 per annum ($1080-$1440), effective July 15, on account of reallocation of this station:

2. In view of the fact that Keeper Austin was included in the general list of promotions, effective July 1, to $1200 per annum, no action will be taken on the nomination referred to.

J. S. CONWAY

Acting Commissioner of Lighthouses.

Form 73

VRH LIGHTHOUSES 1927 JUN 21 AM 8 56

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, FIFTH DISTRICT.

K 2/27 ltr 5th Baltimore, Md., June 20, 1927
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Increase

Name, Julian H. Austin

Position, 2nd Assistant Keeper

Location, Cape Charles Light Station

Effective, July 15, 1927

DEPARTMENT OF COMMERCE JUL 5 1927 APPOINTMENT DIVISION

Legal residence, North Carolina

Proposed salary, $1200. p.a.

Proposed range, $1080-$1440.

Appropriation, Sal.Kprs. of L.H.

[1] the [redacted], or as soon thereafter as he enters on duty.

Former position, 2nd Assistant Keeper

Location, Cape Charles Light Station, Va.

Former salary, $1140. p.a.

Former range, $1020-$1380.

Rank on eligible list, --- Rating, --- Percentage, --- , Other eligibles considered: -

Previous incumbent, Himself

Reason, ---

Services terminated, July 14, 1927

Members of family in Government service, None

Date of birth, February 20, 1898

Remarks:

5 CHIEF CLERK 1927 JUL 5 PM 2 43

Selection regular, subject to the action of the U. S. Civil Service Commission, , 19-----

Secretary, Civil Service District.

Superintendent of Lighthouses

RC:12IF

BUREAU OF LIGHTHOUSES
WASHINGTON June 30, 1927.

Submitted to the Secretary of Commerce, approved: Attention is invited to separate recommendation of this date respecting adjustment of the classification range of this position.

By direction of the Commissioner:

Acting Chief Clerk, Bureau of Lighthouses.

[1] Strike out the clause which does not apply.

11—2314

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BALTIMORE, MD.

IGA

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
1925 MAY 13 AM 8 43

OF SUPERINTENDENT, 5TH DISTRICT
BALTIMORE, MD.
May 12, 1925

From 1260 to 1080. Strictly, should be " 1260 to 1020, but account ~~service~~ service, etc, appears ok at 1080 as per ltr of 5th.

harles LH., Va.

m assistant keeper of Chop
e Charles Light Station is
cupies the first step in the
ht Station he has been rec-
ange of pay for 2nd assist-

red to make this transfer for
appointing Mrs. Salter keeper
turbance in this district as
to be cancelled as the war-
commended is the same as that
thin one year and 7 months

M. D. King

ntendent of Lighthouses

Reduction probably also more apparent than real, as has family quarters at new station + did not have them before change also at keeper's request

5/15 to Dept
7?

Talk to Dept.

OK JRT 5/14

ALL COMMUNICATIONS TO
SUPT. OF LIGHTHOUSES
BALTIMORE, MD.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
1925 MAY 13 AM 8 43

OFFICE OF SUPERINTENDENT, 5TH DISTRICT
BALTIMORE, MD.

May 12, 1925

Commissioner of Lighthouses,
Washington, D. C.

Subject: Pay, Julian H. Austin, 2nd Asst. Kpr., Cape Charles LH., Va.

1. Form 73, transferring Julian H. Austin from assistant keeper of Choptank River Light Station to 2nd assistant keeper of Cape Charles Light Station is attached hereto. It will be noted that while he now occupies the first step in the range of pay for assistant keeper of Choptank River Light Station he has been recommended for transfer to the 2nd step in the grade of range of pay for 2nd assistant keeper of Cape Charles Light Station.

2. This increase is recommended as it is desired to make this transfer for the best interests of the Service. The Executive Order appointing Mrs. Salter keeper of Turkey Point Light Station caused quite a little disturbance in this district as nominations had been made prior to this order which had to be cancelled as the various transfers depended one upon the other. The pay recommended is the same as that which was received by his predecessor. Mr. Austin is within one year and 7 months of having earned longevity under the old pay scale.

H. D. King

Superintendent of Lighthouses

Hydro
Radio
Engr. Cons.
Mar. Eng.
Personnel
Financial
Law and Prop.
Adm Asst.
Dep. Comm.
Comm.

In view of special circumstances see also to Supt
RA 5/13

5/15 To Supt

Standard Form No. 50
C. S. C. Dept. Cir. No. 298
Appr. Nov. 28, 1941

CHANGES IN CIVILIAN PERSONNEL

Department of Commerce, U. S. Coast & Geodetic Survey
(Department or establishment)

9. Report No.

1. Name: Austin, Julian H.

10. Civil Service or other legal authority: Civil Service Schedule A-I-6

2. Nature of action: Appointment excepted

3. Effective date: July 24, 1942

	FROM—	TO—
4. Position		Tide Observer
5. Grade and salary		Not under classification $180 pa
6. Bureau or other unit		Coast and Geodetic Survey
7. Headquarters		Field at large
8. Departmental or field		Field

11. Appropriation: Such Bureau, etc.

12. Date of birth: 2-20-98

J R Hawley

13. Signature or other authentication

REPORT TO U. S. CIVIL SERVICE COMMISSION

16—25426-1

Standard Form No. 50
C. S. C. Dept. Cir. No. 293
Appr. Nov. 28, 1941

CHANGES IN CIVILIAN PERSONNEL

Department of Commerce, U. S. Coast & Geodetic Survey
(Department or establishment)

9. Report No.

1. Name: Austin, Julian H.

10. Civil Service or other legal authority

2. Nature of action: Discharged - own request

3. Effective date: November 7, 1942

Civil Service Schedule A-I-6

	FROM—	TO—
4. Position	Tide Observer	
5. Grade and salary	Not under classification $180 p. a.	
6. Bureau or other unit	Coast and Geodetic Survey	
7. Headquarters	Field at large	
8. Departmental or field	Field	

11. Appropriation
Such Bureau, etc.

12. Date of birth
2-20-98

13. Signature or other authentication

REPORT TO U. S. CIVIL SERVICE COMMISSION

16—25426-1

NOTICE OF EMPLOYMENT OF (print name) Julian (First name) H. (Middle name) Austin (Last name)

PERSONAL INFORMATION

BORN AT Frisco, N.C.	DATE Feb. 20, 1898	HOME ADDRESS Box 174	
LEGAL (VOTING) RESIDENCE: 1 N.C. (State & Cong. Dist.)	Dare (County)	Frisco (City)	Cristfield (City) (Street) Md. (State)
EDUCATION State number of years: GRADE SCHOOL 8; HIGH SCHOOL; COLLEGE; DEGREES	BUSINESS SCHOOL; CORRESPONDENCE SCHOOL	IN CASE OF EMERGENCY, NOTIFY: Mrs. Catherine Austin (Name)	Box 174 (Street) Cristfield Maryland (City and State)

CHECK	Native born	Naturalized	Alien	Male	Female	White	Colored	Other Race-State which	Height	Eyes	Hair	Complexion	Identifying Marks, etc.
WHICH	Alien, Intentions declared		Married	Single	Divorced	Widowed			5'-6"	Grey	Black	Ruddy	Tatoo left forearm

DEPENDENTS: HOW MANY? 4 RELATIONSHIPS Wife & 3 children ARE ANY MEMBERS OF YOUR FAMILY, DOMICILED WITH YOU, IN THE SERVICE OF THE U. S. GOVERNMENT OR THE DISTRICT OF COLUMBIA? — IF SO, FILL IN THE FOLLOWING:

NAMES	RELATIONSHIP	DEPARTMENT WHERE EMPLOYED	SALARY

PREVIOUS GOVERNMENT SERVICE

(Use separate sheet, if necessary. Give approximate dates when actual dates are not known.)

DEPARTMENT	BUREAU	POSITION	PAY	DATE ENTERED ON DUTY	DATE SEPARATED
Treasury	Coast Guard	Light Keeper	$145	June 1921	—

OTHER EXPERIENCE

EMPLOYER	ADDRESS	POSITION	PAY	DATE ENTERED ON DUTY	DATE SEPARATED

(OVER)

NAME OF EMPLOYEE AS IT APPEARS ON THE PAYROLL J. H. Austin Julian H. Austin

APPROPRIATION FROM WHICH PAID Coastal Surveys, 1943

MILITARY OR NAVAL RECORD

Check one	NONE	ARMY	NAVY	MARINE CORPS	COAST GUARD	WAR VETERAN? YES	NO
	✓				—		

Date enlisted ~~June, 1921~~

Date discharged

Rank held when discharged

Organization in which served

Do you receive a pension, compensation, disability allowance, or retired pay?

If your answer is "yes", give claim number

MISCELLANEOUS

Do you receive annuity under the Civil Service Retirement and Disability Fund?

If so, how much?$ — When did annuity start? —

Are you on administrative furlough or on leave with or without pay from any Federal or District of Columbia Government? If your answer is "yes" from what organization?

REQUIRED ONLY FOR SEAMEN

City and State in which shipped

Entitled to receive longevity of $ per on 19

HEALTH AT TIME OF SHIPMENT: Check which – Excellent Good Fair Poor

(Signature of Medical Officer)

EMPLOYEE'S SIGNATURE

The statements given above are true to the best of my knowledge and belief.

Julian H. Austin

(Signature of employee as it will appear on payroll)

INSTRUCTIONS

This form must be filled in by each employee, other than commissioned or appointed personnel, and must be mailed to the Washington Office of the Bureau by the Chief of Party, IMMEDIATELY after the employee enters on duty. Chiefs of Party, before sending the form to the Office, should be assured that each item on the Form is filled in properly; and the Chief of Party must fill out and sign the first line of the "SERVICE RECORD" below. This record and signature will be used as a basis for auditing the payrolls and maintaining service records of all unclassified employees in the field service.

SERVICE RECORD

ACTION	DATE EFFECTIVE	DESIGNATION or RATING (Title of position)	PAY Amount	PAY per	ALLOWANCES Amount	ALLOWANCES per	SHIP or PARTY	REMARKS	Reported to Civil Ser. Com.
Entered on duty	SHIPPED FOR A PERIOD NOT TO EXCEED 4 months						COWIE	L. E. Fitzenburg Signature of Chief of Party	
7/24	7/24-42	Tide Obs.	15	Mo.	none				F-50
Term	11-7-42						~~EXT~~ 7	A-1-6	F-50
	Services no longer required								

Civil Service Schedule A-1-6

RETIREMENT FUND DEDUCTIONS MADE FROM COMPENSATION BEGINNING MISCELLANEOUS None

FITNESS REPORT FOR HANDS OR SERVICE RECORD AND COPY OF DISCHARGE FOR SEAMEN RECEIVED: PERIOD PERIOD

Department Of Commerce
U. S. Coast And Geodetic Survey
Form 416-A

Standard Form No. 47
Approved by the Bureau
of the Budget
May 15, 1941

PERSONNEL AFFIDAVIT

Commerce (Department or agency) Coast & Geodetic Survey (Bureau or division) Crisfield, Maryland. (Place of employment)

Name Julian H. Austin
(Given name, initial or initials, if any, and last name. Print or type)

Section 9A of Public 252—76th Congress, approved August 2, 1939, otherwise known as the "Hatch Act," provides:

"(1) It shall be unlawful for any person employed in any capacity by any agency of the Federal Government, whose compensation, or any part thereof, is paid from funds authorized or appropriated by any Act of Congress, to have membership in any political party or organization which advocates the overthrow of our constitutional form of government in the United States.

"(2) Any person violating the provisions of this section shall be immediately removed from the position or office held by him, and thereafter no part of the funds appropriated by any Act of Congress for such position or office shall be used to pay the compensation of such person;"

It is provided in various appropriation acts that no part of the funds so appropriated shall be used to pay the salary or wages of any person who advocates, or who is a member of an organization that advocates, the overthrow of the Government of the United States by force or violence, and that an affidavit shall be considered *prima facie* evidence that the person making the affidavit does not advocate, and is not a member of an organization that advocates, the overthrow of the Government of the United States by force or violence. Such acts provide further that any person who advocates, or who is a member of an organization that advocates, the overthrow of the Government of the United States by force or violence and accepts employment, the salary or wages for which are paid from any such appropriation, shall be guilty of a felony and, upon conviction, shall be fined not more than $1,000 or imprisoned for not more than 1 year, or both, and that the above penalty shall be in addition to, and not in substitution for, any other provisions of existing law.

* * * * * * *

I, Julian H. Austin, do solemnly swear (or affirm) that I have read and understand the foregoing; that I do not advocate the overthrow of the Government of the United States by force or violence; that I am not a member of any political party or organization that advocates the overthrow of the Government of the United States by force or violence; and that during such time as I am an employee of the Federal Government, I will not advocate nor become a member of any political party or organization that advocates the overthrow of the Government of the United States by force or violence.

J. H. Austin
(Signature of employee)

Subscribed and sworn to before me this 24 day of July A. D., 19 42,

at Crisfield (City or place), Maryland (State)

I. E. Rittenburg

[SEAL] Chief of Party C&GS

U. S. GOVERNMENT PRINTING OFFICE: 1940— O