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

Date: 12/03/2024

REQUESTER INFORMATION

Name (Please Print – Last, First, Middle)	Researcher ID Card Number
Flynn, Kylie	DEC 05 2024 AM 10:33
E-Mail Address:	**Phone Number:**
knfgbb@umsl.edu	217-440-1332

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
Bourissau, Frank, M.		1895 MI

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: 1977

State of Residence (upon entry into service):

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

Researcher Signature:

CIVILIAN SERVICE

(Agency & Location) Lighthouse at least 1940s

From: | To:

(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: 2-30352641908

CMRS Search Request Number(s): Submitted to Arc Search 12/20/24 for Civilian service

Attendant Signature:

Remarks: Need more info, no match in registry.

DEC 24 2024 PM 12:35:00

SCREENING NOTES

- ☑ Reviewed and Nothing Removed
- ☐ 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:

LIGHTHOUSE SERVICE/LIFESAVING SERVICE—RECORDS CHECKED

CMRS CASE #:2-30352641908

Employee Name:BOURISSAU, FRANK M , DOB: 1895 MI. SQUNDEX:B620

Records checked:

Agency: Commerce 6028	Area: Bay 10, Lower Catwalk	positive	negative
Agency: Commerce 6029	Area: Bay 10, Lower Catwalk	positive	negative
Agency: Old Commerce	Area: Bay 10, Lower Catwalk	positive	negative

AND

Agency: Treasury 2189	Area: Bay 13, Lower Catwalk	positive	negative
Agency: Treasury 2188	Area: Bay 13, Lower Catwalk	positive	negative
Agency: Old Treasury	Area: Bay 13, Lower Catwalk	positive	negative

If Negative:

Agency: Treasury SRCs series 1	Area: Bay 13, Lower Catwalk	positive	negative
Agency: Treasury SRCs series 2	Area: Bay 13, Lower Catwalk	positive	negative
Agency: Treasury SRCs series 3	Area: Bay 13, Lower Catwalk	positive	negative
Agency: Coast Guard SRCs	Area: Bay 13, Lower Catwalk	positive	negative

If Negative:

CMRS: _____	Area: _____	positive	negative
ARCIS: _____	Area: _____	positive	negative

Notes: _____

Form 439
TREASURY DEPARTMENT
DIVISION OF APPOINTMENTS

File No. 288

Name B O U R I S S A U, Mr. FRANK M.

BORN: September 27, 1895

Service COAST GUARD (L.H.S.)

U. S. GOVERNMENT PRINTING OFFICE 2—16322

DEPT. STOCK FORM 2249
REV. 1-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 35470

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date July 2, 1941.

Name: Bourissau, Frank M. (formerly Bourissan, Frank M.)

From: U. S. Coast Guard (BUREAU OR DIVISION) Bureau No.: 1031

Nature of Recommendation

Correct spelling of name in record

	FROM	TO
Position		Keeper
Grade		Field
Salary		(Range $1260-1620) $1320 p.a. plus $240 p.a. Qtrs.
Bureau or Div. Organizational Subdivisions		U. S. Coast Guard
Headquarters		Chicago, Ill.
Post of Duty		Milwaukee Hbr. Lt. Sta., Wis.
Appropriation		Civilian Employees, C.G.
Allotment		
	FIELD ☐ DEPRTMTL. ☐	FIELD ☒ DEPRTMTL. ☐

EFFECTIVE

Remarks:

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 9-27-1895

LEGAL RESIDENCE: Mich.

SEX: M RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

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

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

DATE OF OATH

Justification:

See separate letter of this date in connection with correct date of birth and spelling of name.

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

N. R. STILES,
Commander, U. S. Coast Guard,
Assistant Personnel Officer.
(BUREAU OR DIVISION HEAD)

(FOR USE OF DIRECTOR OF PERSONNEL, TREASURY DEPARTMENT)

DATE APPROVED BY THE SECRETARY

7-9-41

INTERLEAVED—PATD.

HEADQUARTERS

ADDRESS THE COMMANDANT, U. S. COAST GUARD
AND REFER TO No. CP 75

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

WASHINGTON

July 2, 1941.

Director of Personnel,
Treasury Department,
Washington, D. C.

Sir:

To clear up a discrepancy in the date of birth of Frank M. Bourissan (Bourissau), there is inclosed a report from the Bureau of the Census showing that he was born in September 1895. There is also inclosed a letter of April 2, 1941, which he wrote endeavoring to establish it through the records of the church, and a delayed birth certificate. Since he is unable to furnish the preferred forms of evidence, the record of this office has been noted to show his correct date of birth as September 27, 1895.

In the delayed certificate of birth the surname is spelled Bourissau. Upon an investigation of the matter, it was found that he brought the discrepancy in the use of his name to the attention of the former Superintendent, but nothing was done to correct the record. There is inclosed a letter from this employee to the effect that he desires to have his name used correctly, Bourissau, and a personnel action form is being separately submitted to correct the spelling of his name in the record.

By direction of the Commandant,

Very truly yours,

T. O. Robertson

T. O. ROBERTSON,
Chief, Civilian Personnel Section.

ND

U. S. COAST GUARD (4) f-28478

REC'D JUN 28 1941

DEPARTMENT OF COMMERCE

BUREAU OF THE CENSUS

WASHINGTON

RECEIVED CHICAGO DISTRICT 1941 JUN 25 AM 8:47 U.S. COAST GUARD

June 23, 1941

Re: Frank Mose Bourissau
Lake Park Light House
Milwaukee, Wis.

U. S. Coast Guard,
Chicago,
Illinois.

Gentlemen:

The following information was secured at the Census of 1900 taken as of June 1:

Calumet township

County of Houghton State of Michigan

Name	Relationship	Age	Month and Year of Birth	Place of Birth	Citizenship
Brisseau, Moses	Son	4	Sept. 1895	Michigan	
enumerated with the family of George and Laura Brisseau					

The above information (spelling of name, relationship, age, etc.) is an exact copy of Census enumeration for the individual and cannot be changed.

Month and year of birth shown only at Census of 1900.

Sincerely yours,

J. C. Capt,
Director.

res

B81 3-40 9M

CERTIFICATE OF BIRTH

Delayed Registration

MICHIGAN DEPARTMENT OF HEALTH

Bureau of Records and Statistics

State Office No. 45 3419

BIRTH

of Leelanau

Township of Leelanau

Village of

City of

FULL NAME OF CHILD FRANK M. BOURISSAU

Sex	If plural births	Twin, triplet, or other	Number, In order of birth	Premature	Full term	Legitimate?	Date of Birth
male		sing	7		yes	yes	September 27, 1895 (Month) (Day) (Year)

FATHER	MOTHER
Full Name: Lewis George Bourissau	Full Maiden Name: Josephine Susan Paquin
Residence and Post Office Address (If non-resident, give place and state): Northport, Michigan	
Color: White	Color: White
Age at last Birthday: 39 (Years)	Age at last Birthday: 32 (Years)
Birthplace: Mackinac, Island	Birthplace: St. Ignas, Michigan
Occupation (And Industry): Light Keeper	Occupation (And Industry): Housewife

Number of child of this mother: 7th (Including this Birth) Number of children, of this mother, now living: 7

In the Probate Court:

County of Leelanau

Satisfactory evidence establishing the facts of the above birth has been presented, and the State Commissioner of Health is hereby directed to record the same.

Given under my hand and seal this 22nd day of July, 1940

Adelbert Lewis

ADELBERT LEWIS Judge of Probate.

Recorded and filed in Michigan Department of Health, 7-25, 1940.

9.

I hereby certify that the above is a true and correct reproduction of the original certificate on file in the Michigan Department of Health, Lansing, Michigan.

MAR 25 1941

H. Allen Moyer M.D.

H. Allen Moyer, M.D.,
State Health Commissioner.

DEPARTMENT OF HEALTH OFFICIAL SEAL MICHIGAN

ST. FRANCIS FRIARY
415 STATE ST.
PETOSKEY, MICHIGAN

Apr. 2. 1941.

Dear Father,

Am sending you the enclosed papers that I got from Fr. Baker. Got the special delivery this morning.

I cannot find the record in our books here.

There is a gap in the records, between 1891 and 1895. Fr. Mrak left in 1891 and Fr. Bruno O.F.M. came in 1895. There is a note at that point by Fr. Bruno saying some Indian had the records in his possession for three or four years. During these years the priest from Lake Leelenau was supposed to look after Peshabetown. So maybe you have the record at your place.

Greetings and regards,

Fr. Emeran Zok, O.F.M.

Father I can find nothing at Lake Leelanau, perhaps you have something.

E. E. Neubeseler.

MILWAUKEE BASE
COAST GUARD STATION

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

Milwaukee, Wisconsin

9 April, 1941

From: Frank M. Bourissau, Asst. Keeper Milwaukee Harbor Light Station.

To: Commander, Chicago District (via Commanding Officer, Milwaukee Base.

Subject: Date of Birth.

Reference: (a) Your letter 10 March, 1941 (P-75).

Inclosure: (a) Certificate of Birth (B81 3-40 9M).
(b) Letter dated 2 April, 1941, (St. Francis Friary).
(c) Form 2473 (completed).

1. In regards to establishing the correct date of my birth inclosures (a), (b) and (c) are herewith forwarded.

2. In compliance with reference (a), paragraph (2), you are advised that the correct spelling of my name is; Frank M. Bourissau. This matter was brought to the attention of C. A. Hubbard, former Superintendent of Light Houses in 1929 but no action was taken on the matter.

Frank M. Bourissau
F. M. Bourissau

MILWAUKEE BASE
P-75

First Indorsement

Milwaukee, Wisconsin
9 April, 1941

1. Forwarded, approved.

O. A. Johnson
O. A. Johnson, Ch. Bos'n. (L)

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 3573

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date January 10, 1941.

Name: Bourissan, Frank M.

From: U. S. Coast Guard
(BUREAU OR DIVISION)

Bureau No: 1031

Nature of Recommendation

Promotion

	FROM	TO
Position		Keeper
Grade	Field (Range $1260-1620)	Field (Range $1260-1620)
Salary	$1260 p.a. plus $240 p.a.Qtrs.	$1320 p.a. plus $240 p.a.Qtrs.
Bureau or Div.		U. S. Coast Guard
Organizational Subdivisions		
Headquarters		Chicago, Ill.
Post of Duty		Milwaukee Hbr.Lt.Sta., Wis.
Appropriation		Civilian Employees, C.G.
Allotment		
Field or Deptl.		Field

EFFECTIVE *Remarks:* January 16, 1941.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 9-27-1895

LEGAL RESIDENCE: Mich.

SEX: M | RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

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

DATE OF OATH

Justification:

No increase in pay since July 1, 1928.

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

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

(BUREAU OR DIVISION HEAD)

(FOR USE OF DIRECTOR OF PERSONNEL. TREASURY DEPARTMENT)

DATE APPROVED BY THE SECRETARY

JAN 16 1941

INTERLEAVED-PATD. — CARBON COPY

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 64141

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date December 2, 1940.

Name: Bourissan, Frank M.

From: U. S. Coast Guard (BUREAU OR DIVISION) Bureau No: 1031

Nature of Recommendation

Change in status - increase in grade

	FROM	TO
Position	Keeper	Keeper
Grade	Field (Range $1200-1560)	Field (Range $1260-1620)
Salary	$1260 p.a. plus $240 p.a. Qtrs.	$1260 p.a. plus $240 p.a. Qtrs.
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	U. S. Coast Guard
Headquarters	Chicago, Illinois	Chicago, Illinois
Post of Duty	Milwaukee Harbor Lt.Sta., Wis.	Milwaukee Harbor Lt.Sta.,Wis.
Appropriation	Civilian Employees, C.G.	Civilian Employees, C.G.
Allotment		
Field or Deptl.	Field	Field

EFFECTIVE January 1, 1941.

Remarks:

*Michael M. Rotta (Pro.)

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.

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

N. R. STILES,
Commander, U. S. Coast Guard,
Assistant Personnel Officer.
(BUREAU OR DIVISION HEAD)

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 9-27-1895

LEGAL RESIDENCE: Mich.

SEX: M | RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE: *

SUBJECT TO RETIREMENT ACT? Lighthouse Act

DATE OF OATH: 6-20-18

(FOR USE OF DIRECTOR OF PERSONNEL. TREASURY DEPARTMENT)

DATE APPROVED BY THE SECRETARY

12-4-40

INTERLEAVED-PATD

U. S. COAST GUARD
REC'D OCT 17 1940

TREASURY DEPARTMENT
United States Coast Guard

Date 14 October, 1940

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

From: Commander, Chicago District.
To : Commandant.

1940 OCT 30 AM 11 44

Name Frank M. Bourissan

Nature of Action Transfer

Effective date of change 30 August, 1940.

	FROM	TO
Position	Keeper (~~1st Asst.~~)	Keeper (~~2nd Asst.~~)
Pay	$1260-A	$1260-A
Salary Range	(1200-1560)	(1200-1560)
Valuation of Quarters	$240-A	$240-A
Station	Ludington, Michigan Lt.Sta.	Milwaukee, Wisconsin Hbr.Lt.Sta.

Remarks: This change is reported in accordance with Department approval dated (perforated in Form 2249) 6-27-40.

By direction,

T. S. Thompson
Asst. Personnel Officer

HEADQUARTERS - U. S. COAST GUARD - WASHINGTON

(This space for use of Headquarters)
OCT 29 1940

Submitted to the Director of Personnel for information.

By direction of the Commandant.

Very truly yours,

R. J. GROSS,
Chief, Civilian Personnel

File 11/12/48

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PERSONNEL RECOMMENDATION

PAGE: 857

TO DIRECTOR OF PERSONNEL

Date June 24, 1940

Name: Bourissan, Frank M.

From: U. S. Coast Guard (BUREAU OR DIVISION) Bureau No: 1032

Nature of Recommendation AMENDED

Transfer

	FROM	TO
Position	Keeper	Keeper
Grade	Field (Range $1200-1560)	Field (Range $1200-1560)
Salary	$1260 p.a. plus $240 p.a. Qtrs.	$1260 p.a. plus $240 p.a. Qtrs.
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	U. S. Coast Guard
Headquarters	Chicago, Illinois	Chicago, Illinois
Post of Duty	Ludington Lt. Sta., Mich.	Milwaukee Hbr. Lt. Sta., Wis.
Appropriation	Sal., Kprs. of Lhs., Coast Guard	Civilian Employees, C.G.
Allotment		
Field or Deptl.	Field	Field

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 9-27-1895

LEGAL RESIDENCE: Michigan

SEX: M | RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE: *

EFFECTIVE August 30, 1940

Remarks:

Travel from Ludington, Mich. to Milwaukee, Wis. 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.

*Edwin O. Matson (died)

Justification:

This amends Form 2249 of June 24, 1940, and authorizes the travel above indicated.

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

N. R. STILES,
Commander, U. S. Coast Guard,
Assistant Personnel Officer.
(BUREAU OR DIVISION HEAD)

(FOR USE OF DIRECTOR OF PERSONNEL. TREASURY DEPARTMENT)

DATE APPROVED BY THE SECRETARY

JUL 2 1940

INTERLEAVED-PATD.

DEPT. STOCK FORM 2249

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date: June 24, 1940.

Name: Bourissan, Frank M.

From: U. S. Coast Guard
(BUREAU OR OFFICE)

Nature of Recommendation

Transfer

	FROM	TO
Position	Keeper	Keeper
Grade	Field (Range $1200-1560)	Field (Range $1200-1560)
Salary	$1260 p.a. plus $240 p.a. Qtrs.	$1260 p.a. plus $240 p.a. Qtrs.
Bureau	U. S. Coast Guard	U. S. Coast Guard
Office	Chicago, Illinois	Chicago, Illinois
Unit		
Division		
Section		
Sub-Section		
Headquarters	Chicago, Illinois	Chicago, Illinois
Post of Duty	Ludington Lt. Sta., Mich.	Milwaukee Hbr. Lt. Sta., Wis.
Appropriation	Sal., Kprs. of Lhs., Coast Guard	Civilian Employees, C.G. 1941
Allotment		

EFFECTIVE: FIELD [X] DEPRTMTL. [ ] FIELD [X] DEPRTMTL. [ ]

E.O.D. (but not prior to July 1, 1940)

Remarks:

BUREAU OR DIVISION NO.: Lt. #1032

DATE OF BIRTH: 9-27-1895 Michigan

LEGAL RESIDENCE: Michigan

VETERAN'S PREFERENCE: No

NATURE OF POSITION NEW:

ADDITIONAL IDENTICAL:

VICE VACANCY:

VICE: Edwin O. Matson (died)

CIVIL SERVICE AUTHORITY:

DATE OF EFFECT: AUG 30 1940

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

Justification:

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

W. N. DERBY,
Commander, U. S. Coast Guard,
Assistant Personnel Officer.

Bureau or Division Head

(FOR USE OF DIRECTOR OF PERSONNEL, TREASURY DEPARTMENT)

DATE APPROVED BY THE SECRETARY

DATE

Bourissan, Frank M.

October 7, 1940.

TO Capt. C. H. Jones

FROM Mr. Ballinger

Subject: Actions pending effective dates.

On July 30, 1940, we sent you a memorandum and a list of Forms 2249 with the request that you check the list and send us the effective dates to cover the actions on the forms.

Our records show that there are still eleven fan-folds on which we do not have the effective dates, and it will be appreciated if you will check the attached list and send us the dates at your earliest convenience.

E. R. Ballinger,
Director of Personnel.

By (Signed) M. W. Stutler

Attachment

/mhg

See File of Hobart J. Beyschlag.

Copy

1b

U. S. COAST GUARD

NAME	PLACE (H.Q.)	NATURE OF ACTION	PREPARED	APPROVED
Beyschlag, Hobart J.	Cleveland, Ohio	Transfer	June 25	June 26
Bourissan, Frank M.	Chicago, Illinois	Transfer	June 24	June 27
Corbin, Virgil R.	Seattle, Washington	Promotion	June 20	June 29
Flanagan, Thomas J.	Boston, Massachusetts	Reinstatement	May 24	June 13
Ford, James H.	St. Louis, Missouri	Transfer	June 20	June 22
Fowler, Thomas P.	Washington, D. C.	Change in status	April 29	May 2
Holland, Arthur C.	Seattle, Washington	Promotion	May 28	May 31
Moore, Ralph R.	Chicago, Illinois	Transfer	May 15	May 17
Timmer, Peter R.	Chicago, Illinois	Transfer	May 17	May 20
Wierzbach, Henry J.	Chicago, Illinois	Transfer	May 15	May 17
Michalski, Frank J.	Washington, D. C.	Transfer	June 18	June 29
Hopper, Eugene L.	Seattle, Washington	Transfer	April 25	April 27*

* This effective date has been requested previous to list dated July 30, 1940.

See File of Hobart J. Beyschlag.

Copy

APPLICANT OR EMPLOYEE MUST FILL THE FOLLOWING

Name (in full) Bourissau Frank Mose Sex Male

Present address Ludington Date of birth September 14th 1894

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
July 1st 1924	July 1st 1937	South Fox Island	Michigan
July 1st 1937	July 1st 1939	Ludington	Michigan

Give, in your own handwriting, the information requested below

Have you ever been arrested for any reason whatsoever? No
If so, give details in space provided below. (Yes or no)

Date of Arrest	Age	Charge	Court and Location	Judge	Disposition

NO ADDITIONAL RECORD FOUND AT F. B. I.

Have you ever been fingerprinted? No Where?

When? If for the Civil Service, what position?

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

Bourissau Frank Mose.
Customary payroll signature of employee
Bourissau Frank Mose

U. S. COAST GUARD

Subscribed and sworn to before me this 6th day of October 19 39

Edith E. Schwartz
Notary Public
Mason County, Michigan.
(Edith E. Schwartz)

My commission expires September 18, 1940

July 1, 1939. Lighthouse Districts No. Twelfth

consolidated with Chicago Coast Guard District,

Headquarters Chicago, Illinois

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 91940

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

Frank M. Bourissan (Name) Mich (Legal Residence)

STATUS

11—8

DESIGNATION	ACTION	SALARY	BUREAU—SERVICE—STATION	DATE OF EFFE
Keeper	Prob.	660	L Ht.-Poverty Isd L S. Mich	July 21, 1923
"	Trans.	900	L Ht: So Fox Isd L S. Mich	July 1, 1924
"	Read of Pay	900	" " "	July 1, 1924
"	" 1 "	1080	" " "	Feb. 1, 1925
"	Prom.	1140	" " "	July 1, 1925
"	Trans. (73a)	1140	" To 2 asst kpr "	May 1, 1927
"	Prom	1200	" So. Fox Isle L S. Mich	August 1, 1928
"	COMPENSATION Act May 28, 1928	1320	" " " " "	JUL 1 1928
"	Trans.	1260	" 12th. Dist. Ludington Lt. Sta	7-1-37

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
MILWAUKEE, WIS.

MJS

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
JUL 6 1937
DIVISION OF PERSONNEL

LIGHTHOUSES
JUL 3 8 41 AM '37

OFFICE OF SUPERINTENDENT, 12TH DISTRICT
MILWAUKEE, WIS.

July 2, 1937.

DEPARTMENT OF COMMERCE
1937 JUL 6 AM 10 05
CHIEF CLERK

5

Commissioner of Lighthouses,
Washington, D.C.

Referring to Notice of Change in Salary, dated May 28, 1937, in the case of Frank M. Bourissan formerly employed as First Assistant Keeper, South Fox Island Light Station, Michigan, at $1320 per annum, to Assistant Keeper, Ludington Light Station, Michigan, at $1260 per annum.

Bureau is advised this change became effective July 1, 1937.

G. B. Skinner

G. B. Skinner,
Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON

July 3, 1937

Submitted to the Secretary of Commerce for information.

For the Commissioner:

W. P. Harman

W. P. Harman,
Administrative Assistant

hlm/see

CARDED

DEPARTMENT OF COMMERCE

DIVISION OF PERSONNEL

WASHINGTON

May 28, 1937.

Mr. Frank M. Bourissan,

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 and duties)

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,

HENRY E. GARDNER

JUN - 5 1937

Chief, Division of Personnel.

From: $1320 per annum

To: $1260 per annum

Service and grade:

Appropriation (unit): Field

CARDED

DIVISION OF PERSONNEL
ENTERED ON JOURNAL
AUG 14 1937
SHEET NO. 5499.
DEPARTMENT OF COMMERCE

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 12th DISTRICT.

Milwaukee, Wisc., May 20, 1937.
(City) (Date)

LIGHTHOUSES MAY 24 8 5

DEPARTMENT OF COMMERCE MAY 25 1937 DIVISION OF PERSONNEL

DEPARTMENT OF COMMERCE MAY 28 1937 DIVISION OF PERSONNEL

1937 MAY 24 PM 2 17

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Tsf.

Name, Frank M. Bourissan

Position, Assistant Keeper

Location, Ludington Light Station, Mich.

Effective, July 1, 1937

Legal residence, Michigan

Proposed salary, $1260-A

Proposed range, (1200-1500)

Appropriation, Sal. Kprs. of L.Hs.

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

Former position, 1st Assistant Keeper

Location, South Fox Island Lt. Sta., Mich.

Former salary, $1320-A

Former range, (1260-1620)

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

Previous incumbent and his pay, J.L.Paetschow $1380-A (Lt.#1019) to be Services terminated, close June 30, 1937.

Reason, To be promoted to Keeper, Ludington Light Station.

Members of family in Government service, Not any.

Remarks: Quarters furnished by Government. Although there is a reduction in salary, this transfer is not in violation of Civil Service Rules regarding religious or political opinions. Attached is copy of letter from Mr. Bourissan accepting transfer.

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

Approved:-

H. L. Thompson
Secretary, Local Board of Examiners.

Secretary, Civil Service District.

G. B. Skinner
G. B. Skinner, Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON

MAY 24 1937

Submitted to the Secretary of Commerce, approved.

Action O. K.

Chief Clerk

W. P. Harman
Acting Commissioner of Lighthouses.

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

11—2314

Northport, Michigan,
April 1, 1937.

Superintendent of Lighthouses,
Milwaukee, Wis.

Dear Sir:-

In reply to your letter of March 29, 1937, I would appreciate being considered for transfer to Ludington, as I have never had anything but an island station in my 14 years of service.

Respectfully,

F. M. Bourissan,
Northport, Mich.

1st Asst. Keeper
South Fox Island Lt. Sta.

copy

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 1, 1928.

Mr. Frank M. Bourissan,

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.

APPOINTMENT DIVISION ENTERED JUL 2 - 1928 ON JOURNAL DEPARTMENT OF COMMERCE

From: $1200

To: $1320

11—9564

12

CLIPPED

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
MILWAUKEE, WIS.

AHT/HQ

LIGHTHOUSES
1928 MAY 5 AM 9:00

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Aids
Survey
Radio
Weather
Clerical
Chief Engr
Hydro.
Radio
Engr. Const.
Mar. Engr.
Personnel
Finance
Law & Prop.
Adm. Assist.
Dep. Commr.
Commissioner.

DEPARTMENT OF COMMERCE
MAY 2 1928
APPOINTMENT DIVISION

OFFICE OF SUPERINTENDENT, 12TH DISTRICT
MILWAUKEE, WIS.

May 3rd, 1928.

CHIEF CLERK
1928 MAY 9 AM 10 52

Commissioner of Lighthouses:-

Referring to Notice of Change in Salary, dated March 8, 1928, in the case of Frank M. Bourissan:

Bureau is advised that Mr. Bourissan entered on duty at the new rate of pay, $1200 per annum on April 1, 1928. South Fox L Sta

For and in the absence of the Superintendent,

" " " "

1st Assistant Sup't.

CARDED

Bureau of Lighthouses, Washington
MAY 8 - 1928
Submitted to Secretary of Commerce for his information

J. L. CONWAY
Acting Commissioner of Lighthouses

C. S. REPORT DATE
ENTERED

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS—LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

March 8, 1928.

Mr. Frank M. Bourissan,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $1140 per annum to $1200 per annum, effective March 20, 1928, or as soon thereafter as you enter on duty, by change of duties.

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,

MAR 14 1928
EDW. J. GARDNER,
Acting Chief of Appointment Division.

11—8074 GOVERNMENT PRINTING OFFICE

CARDED

APPOINTMENT DIVISION ENTERED 1836 MAR 17 1928 DEPARTMENT OF COMMERCE

12.
V

CROSS REFERENCE

SEE FILE--464/16/ D #1

NAME Bourisson, Frank M. POSITION Keeper

BUREAU BUREAU OF LIGHTHOUSES STATION 12th 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	Amt.per annum to be Subtracted
660	240	900	XCR	404.25	1304.25	LHS	3	1080	Yes	60	

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

Approved $1080

GRADE RECOMMENDED 4

RANGE OF COMPENSATION RECOMMENDED FROM $1080 TO $1320

DUPLICATE

EL CLASSIFICATION BOARD FORM NO. 4.
s filled out in accordance with detailed
tructions in P. C. B. Form No. 2, and
Circular No. 7).

To Accompany Report of [X] New Appointments / [ ] Changes in Duties for Aug. 31, 1923

1. Bourissan (Surname.) Frank (Given name.) M. (Initial.)

DO NOT WRITE IN THIS SPACE

a		
b		
c		
d		

(a) Previous incumbent Johnson, Benjamin F.
2. Department Commerce
3. Bureau Lighthouses
4. Field Service Lighthouses
5. (a) Field Station 12th District, Milwaukee, Wisconsin
(b) Subdivision Poverty Island Light & Fog Signal Sta.,
(c) City or town near Fayette State Michigan
6. Pay-roll title Keeper
7. Customary office title 2nd Assistant Keeper

8. (a) Number of regular working hours of the position, per day eight hours; per week seven days
(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 ____ m. to ____ m.
9. If this is not an all-year-round position, state approximate number of days employed each year all year
During what months twelve
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 not any
11. Present rate of pay, exclusive of bonus $660.00 per annum; bonus, $240.00 per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $660.00 per annum; bonus, $240.00 per annum.
13. If the employee receives overtime pay, state the rate not any
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; [X] 3 meals per day; [ ] 2 meals per day; [ ] 1 meal per day; [ ] Subsistence or rations in kind; [ ] Uniform; [ ] Laundry; [X] Fuel; [X] Light; [ ] Heat. If cash allowances are made for any of these items, state which items and the amounts per annum $.45 per day ration.
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 Uniforms; annual cost, $35.00 ~~$0.23~~
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.) 3 years

	Percentage of total time given to each task
1. Assists Keeper in caring for all buildings and grounds and equipment at station	20
2. Assists in the proper maintenance and operation of station, including state of upkeep of buildings, such as cleaning, painting, etc., of interior and exterior of all buildings, and care of grounds, also performing minor repairs to same, all of which is inspected by superiors	35
3. Operates lighting equipment and fog signal apparatus, the fog signal machinery and lighting equipment being of a special type of apparatus peculiar to the requirements of the Lighthouse Service	35
4. Proper handling of station boats, including minor repairs to hull and machinery and cleaning and painting	5
5. Assists keeping routine records of station	5
	100

19. Does employee work under immediate supervision, or to a large extent upon his own responsibility? (Describe fully.) Name the employee's *immediate* or closest superior. If not a civilian, give the superior's title or rank.

Work is at all times under immediate supervision; however, is responsible for entire operation and functioning of the station, lighting equipment and fog signal apparatus when standing periodical watch, watches being stood at regular shifts distributed throughout the 24 hours of each day.

20. Do the duties involve direction or supervision of the work of other employees? no
If so, describe the nature of the direction or supervision and give the number and classes of employees directed or supervised.

21. How long have the employee's duties been substantially as described above? July 21, 1923 (approx. 1 mo.)

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

September 10th, 1923 (Date) — (Signature of Preparing Officer) — Superintendent (Title)

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

Employee Inaccessible

(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		
Common School	X	

Technical Education: If essential, kind and extent Machinery, boating, painting, carpentering.

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 $ 1200.00 to $ 1320.00

September 10th, 1923 (Date) — (Signature of head of field office or [illegible] Lighthouse District) — Superintendent

THE FOLLOWING TO BE FILLED OUT BY THE HEAD OF THE BUREAU OR SIMILAR OFFICIAL

26. 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, except as follows: (If necessary, attach a sheet.)

In my judgment the compensation of this position should be in a range from $ ..... to $ .....

..... 192
(Date) — (Signature of chief of bureau) — (Title)

GOVERNMENT PRINTING OFFICE 2—12965

Form 73

AHT/HQ

LIGHTHOUSES 1928 MAR 5 AM 9-26

CHIEF CLERK 1928 MAR 7 AM 11 47

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 12th DISTRICT.

Milwaukee, Wis. (City) March 2nd (Date) 1928

DEPARTMENT OF COMMERCE MAR 8 1928 APPOINTMENT DIVISION

COMMISSIONER OF LIGHTHOUSES:

Action recommended, PROMOTION — Legal residence, Michigan #1200 (Bureau)

Name, Frank M. Bourissan — Proposed salary, ~~$1260-A~~ same as present

Position, Keeper -(1st Assistant) — Proposed range, 1140-1500

Location, South Fox Isld. L.H., Mich. — Appropriation, ~~Sal.,Kprs. of L.H.~~ Light

Effective, March 20, 1928 — [1] ~~xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx~~, or as soon thereafter as he enters on duty.

Former position, Keeper -(2nd Asst.) — Former salary, $1140-A

Location, South Fox Isld. L.H., Mich. — Former range, 1080-1440

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

Previous incumbent, Oscar E. Dame 1320 — Services terminated, On or about March 19, 1928

Reason, Transfer (Pending)

Members of family in Government service, Not any.

Date of birth, September 27, 1895.

Remarks: Recommend promotion to the $1260 grade, Bourissan has been in the 1140. grade since July 1, 1925.

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

---

Secretary, Civil Service District.

Superintendent.

BUREAU OF LIGHTHOUSES
RECEIVED IN WASHINGTON
NECESSARY ACTION TAKEN
MAR 13 1928
DEPARTMENT OF COMMERCE

MAR 6 1928

B/3-5-28

Submitted to the Secretary of Commerce, approved.

Action O. K.

Chief Clerk

H. B. Bowerman

Acting Commissioner of Lighthouses.

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

11—2314

AHT/HQ
Form 73a

LIGHTHOUSES
1927 MAY 9 AM 9 24

LIGHTHOUSES
1927 MAY 14 AM 8 46

DEPARTMENT OF COMMERCE
MAY 16 1927
APPOINTMENT DIVISION

REPORT OF TRANSFER OF APPOINTEE

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SUPERINTENDENT

OFFICE OF LIGHTHOUSE ~~INSPECTOR~~, 12th DISTRICT.

Milwaukee, Wis., May 7th 1927.

THE COMMISSIONER OF LIGHTHOUSES:

The following-named employee was transferred as indicated, and entered upon duty at his new station on May 1, 1927.

Name, Frank M. Bourissan From- Position, Keeper - 3rd Asst. $1140-A (1080-1440)

~~From~~ South Fox Island L.S. To Keeper - 2nd Asst. $1140-A (1080-1440)

Previous incumbent, N. Nelson $1260-A

Services terminated, April 30, 1927 Reason, Transferred

CHIEF CLERK

MAY 16 AM 10 35

For and in the absence of the Superintendent,

N. [illegible]

1st Assistant Sup't.

, 191

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

.....

11—4598

BUREAU OF LIGHTHOUSES
WASHINGTON

MAY 14 1927

Submitted to the Secretary of Commerce for his information.

J. L. CONWAY
Acting Commissioner.

CARDED

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
MILWAUKEE, WIS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

AHT:MC

LIGHTHOUSES

CHIEF CLERK 1927 APR 28 AM 9 05

1927 APR 28 PM 3 52

OFFICE OF SUPERINTENDENT, 12TH DISTRICT
MILWAUKEE, WIS.

April 26, 1927.

Commissioner of Lighthouses:

Referring to Form 73a dated July 3, 1924, reporting the transfer of J. M. Bourissan from Poverty Island Light Station to South Fox Island Light Station as Third Assistant Keeper, effective July 1, 1924.

The Bureau is advised that changes are being made at South Fox Island Light Station necessitating the appointment to duty of Bourissan as Second Assistant Keeper. It is requested that Bureau records be modified accordingly.

Superintendent.

CARDED

Bureau of Lighthouses, Washington
APR 28 1927
Submitted to Secretary of Commerce for his information.

W. M. CONWAY
Acting Commissioner of Lighthouses.

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS—LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 25, 1925.

Mr. F. M. Bouriesan,
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—6474

CARDED

APPOINTMENT DIVISION ENTERED JUL 11 1925 ON JOURNAL DEPARTMENT OF COMMERCE

mfc
12

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 31, 1925.

Mr Frank M. Bourissan,

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 7 1925 ON JOURNAL DEPARTMENT OF COMMERCE

Acting W. J. GARDNER.
Chief of Appointment Division.

Position: Keeper

Salary: $1080 per annum

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

12th
JL

CARDED

FEB 7 - 1925

(CROSS REFERENCE)

Bouvisson, J. M. In accordance with authority of the Director of the Budget dated June 27, 1924, the salary is re-adjusted to $ 900, effective July 1, 1924.

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

AHT-MM
Form 73a

REPORT OF TRANSFER OF APPOINTEE

LIGHTHOUSES
1924 JUL 5 AM 9 19

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES. 12th DISTRICT. 9 19

Milwaukee, Wis., July 3, 1924. , 19

THE COMMISSIONER OF LIGHTHOUSES:

CHIEF CLERK
1924 JUL 7 PM 3 09

The following-named employee has been transferred as indicated, and entered upon duty at his new station on July 1, 1924.

Name, Frank M. Bourissan

Position, Keeper (3rd Asst.)

From Poverty Isld.L.S.,Mich.

To South Fox Isld.L.S.,Mich.

Previous incumbent, Nels Nelson

Services terminated, June 26,1924

Reason, Changed to 2nd Asst.

DEPARTMENT OF COMMERCE
JUL 7 1924
APPOINTMENT

APPOINTMENT DIVISION
ENTERED
JUL 9 1924
ON JOURNAL
DEPARTMENT OF COMMERCE

Superintendent.

, 19

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

7/7/24

11—4598

BUREAU OF LIGHTHOUSES
WASHINGTON

JUL 7 - 1924

GARDED

Submitted to the Secretary of Commerce for his information.

E. C. Gillette
Acting Commissioner of Lighthouses.

CHIEF CLERK

1923 AUG 13 PM 2 21

DEPARTMENT OF COMMERCE

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 Frank M. Bourissan

2. Position to which appointed Keeper

3. Bureau or Service Lighthouse Service, District 12th

4. Place of duty Poverty Island Light Station, Mich.
(City, town, station, or vessel.)

5. Salary Six Hundred and Sixty per Annum

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).

Probationary

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 itself is merely a letter, so state.)

Mr. Frank Moré Bourissan

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

Mr. Frank M. Bourissan

3. What is your present legal residence? (Give State or Territory, county, city or town, and Congressional district.)

Northport Michigan Leelanau Town 11th
(State or Territory.) (County.) (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—6922

CARDED

6. Where were you born? Northport Michegan.

7. When were you born? September (Month.) 27 (Day.) 1895 (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.") Married.

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

Mrs Ben Shimmell (Name.) (Number and street.)

Northport Mich (City or town.) Michigan. (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.) no

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.

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.
None.			

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.

11—6922

LIGHTHOUSES

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.

1923 AUG 13 AM 8 33

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.)

Fishing and running engine and firing on Fish Tug Eagle of Northport Mich.

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.)

10th grade education.

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.")

Some experience with steam engineering.

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

Civil-service March 20th 1921

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, July 27th, 1923

Witness (in case signature is by mark):

(Signature) Mr. Frank M. Bourissau

(Present address) Fayette
(Number and street.)

(City or town.) Michigan.
(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 August 11, 1923, 19

For and in the absence of the Superintendent.

(Signature)

(Official title) 1st Asst. Superintendent.

11—6922

Form 111

CHIEF CLERK

1923 AUG 13 PM 2 21

DEPARTMENT OF COMMERCE
AUG 15 1923
APPOINTMENT DIVISION.

1923 AUG 13 AM 8 33

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

I, Frank M. Bourissan

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.

Frank M. Bourissan
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this [3] 7 day of August, A. D. 1923

(Affix official seal here)

[4](Name) Lars P. Petersen

(Official title) Notary Public

My commission expires Oct 12 — 1926

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present Keeper	$660-A	Poverty Isld. L.S., Mich.
Former[5] --	--	--

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

Office of Lighthouse ~~Inspector~~ Supt., 12th District

Milwaukee, Wis., (Address) August 11, 1923. (Date)

The above-named appointee entered upon duty on July 21, 1923. (Date)

For and in the absence of the Superintendent.

, 1st Asst. Supt.
(Signature, followed by title)

[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 after the 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 lighthouse inspector 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 lighthouse inspectors 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

G. S. REPORT DATA ENTERED

CARDED

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 13, 1923.

Mr. Frank M. Bourissan,

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 Six Hundred and Sixty 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, Seventh Civil Service District.

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

APPOINTMENT DIVISION ENTERED JUL 14 1923 ON JOURNAL DEPARTMENT OF COMMERCE

12th
G
G

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Benjamin F. Johnson.

Legal Residence: Michigan.

(See reverse side.)

11—5980

CARDED

Form 73

AHT-MM

LIGHTHOUSES
CHIEF CLERK
1923 JUL 13 AM 8 58
1923 JUL 13 AM 10 52

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 12th DISTRICT,

Milwaukee, Wis., (City.) July 9, 1923. (Date.) 19

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Probationary appointment of

Name, **Frank M. Bourissan**

Position, **Keeper (2nd Asst.)**

Location, **Poverty Isld.L.S.,Mich.**

Effective July ~~12~~ *13, 1923

Legal residence, **Michigan**

Salary, **$660-A**

Appropriation, **"Salaries, Keepers of Lighthouses"**

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

DEPARTMENT OF COMMERCE
JUL 13 1923
APPOINTMENT DIVISION

Former position, --

Former salary,

Location,

Rank on eligible list, 5 Rating, **Keeper** Percentage, **81.2**, Other eligibles considered:
Wm.J.Gamlin-D
Geo.J.Gamlin-D
Harold L.Larson-C
John R.Anderson-C

Previous incumbent, **Benjamin F.Johnson** Services terminated, **June 30,1923**

Reason, **Promoted**

Members of family in Government Service, **Not any**

Remarks: **Quarters are provided for family of 2nd Asst.at Poverty Isld. L.S.**

Date of birth: Sept.27,1895.

Chicago. Ill

Selection regular, subject to the action of the U. S. Civil Service Commission, JUL 11 1923, 19

APPOINTMENT NECESSARY ACTION TAK... JUL 13 19...

7-13-23

Secretary, Civil Service District.

For and in the absence of the Superintendent.

1st Asst. Supt.

* Changed in Bureau.

BUREAU OF LIGHTHOUSES
WASHINGTON

JUL 13 1923

Submitted to the Secretary of Commerce, approved.

J. S. CONNER

Acting Commissioner of Lighthouses.

No Papers

TRY

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

11—2314